



Burdekin
Shire Council

AGENDA

ORDINARY COUNCIL MEETING

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

On 23 June 2026

COMMENCING AT 10:30 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:

- 1. ATTENDANCE**
- 2. PRAYER**
- 3. DECLARATIONS OF INTEREST**
- 4. MINUTES AND BUSINESS ARISING**
 - 4.1. Ordinary Council Meeting Minutes - 9 June 2026**
 - 4.2. Audit and Risk Committee Meeting Minutes - 3 June 2026**
 - 4.3. Burdekin Shire Road Safety Advisory Meeting Minutes - 20 May 2026**
- 5. OFFICE OF THE CEO**
 - 5.1. ECONOMIC DEVELOPMENT**
 - 5.2. EXECUTIVE SUPPORT**
- 6. CORPORATE AND COMMUNITY SERVICES**
 - 6.1. CLIENT SERVICES**
 - 6.1.1. Information and Cyber Security Policy**
 - 6.2. COMMUNITY SERVICES**
 - 6.3. FINANCIAL SERVICES**
 - 6.3.1. Code of Competitive Conduct - Business Activities**
 - 6.3.2. Related Party Disclosure Policy and Ordinary Citizen Transactions Listing**
 - 6.3.3. Tenders to Establish Registers of Pre-qualified Suppliers for Annual Supply Contracts**
 - 6.3.4. PSA00260 - Preferred Supplier Arrangement - Bulk Petroleum and Associate Product Supply - North Queensland Regional Organisations of Council Contract**
 - 6.3.5. Monthly Financial Report - May 2026**
 - 6.4. GOVERNANCE**
 - 6.4.1. Nomination of Burdekin Show Public Holiday Date for 2027**
 - 6.4.2. Audit and Risk Committee Chairperson's 2025/2026 Annual Report**

- 6.4.3. Freehold Lease - Lot 1 on SP241138 - 21-27 Spiller Street Brandon - The Burdekin Machinery Preservationists Inc.**
- 6.4.4. Agreement for Use - Storage Shed at Ayr Showgrounds - The Lions Club of Home Hill-Ayr Inc.**
- 6.4.5. LGAQ Annual Conference 2026 Motion - Mandatory Minimum Timeframes for Consultation with Local Government**
- 6.4.6. LGAQ Annual Conference 2026 Motion - Local Financial Institution Investment**
- 6.4.7. LGAQ Annual Conference 2026 Motion - Automatic Number Plate Recognition Funding and Coordination**
- 6.4.8. LGAQ Annual Conference 2026 Motions - Supporting Noosa Shire Council - Flood Monitoring Services**
- 6.4.9. Motion - Stop Canberra's Disaster Recovery Cuts**
- 6.4.10. Disaster Ready Fund - Round 4**

7. INFRASTRUCTURE, PLANNING AND ENVIRONMENTAL SERVICES

7.1. ENVIRONMENTAL AND HEALTH SERVICES

7.1.1. Burdekin Shire Council Subordinate Local Law No. 8 (Waste Management) 2026 - Lay on the Table

7.1.2. Acceptance of Quotes - TBSC/26/011 - Register of Prequalified Suppliers - Supply and Delivery of Pool Chemicals

7.1.3. Waste Facility Operating Hours

7.2. OPERATIONS

7.3. PLANNING AND DEVELOPMENT

7.3.1. Development Application for a Development Permit for Material Change of Use for Low Impact Industry, Outdoor Sales and Showroom at 77-79 Edwards Street, Ayr (Lot 38 on SP353343)

7.3.2. Adoption of Renewable Energy Community Benefit Agreement Policy

7.4. PROJECT MANAGEMENT

7.4.1. Local Resilience Action Plan

7.5. TECHNICAL SERVICES

7.6. WATER AND WASTEWATER

7.6.1. TBSC/26/007 - Sewer Relining Works

8. NOTICE OF MOTION

9. RECEIPT OF PETITIONS

10. CORRESPONDENCE FOR INFORMATION

11. GENERAL BUSINESS

12. CLOSED BUSINESS ITEMS

**12.1. CEO Delegations for Planning and Environment Court Appeal No. 24 of
2026 - MCU24/0002**

13. DELEGATIONS

MINUTES AND BUSINESS ARISING

4.1. Ordinary Council Meeting Minutes - 9 June 2026

Officer's Recommendation

That the minutes of the Ordinary Council Meeting held on 9 June 2026 be received as a true and correct record.

Attachments

1. Minutes - Ordinary Council Meeting - 9 June 2026



Burdekin
Shire Council

MINUTES

ORDINARY COUNCIL MEETING

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

On 9 June 2026

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 (via Teams), Councillor Callan Oar, Councillor Fina Vasta

Mr. M. Magin - Chief Executive Officer
Mrs. K. Olsen – Director Corporate and Community Services
Mr. J. Stewart - Director Infrastructure, Planning and Environmental Services
Mr. G. Arboit - Manager Community Services (Part)
Mrs. J. Austin - Manager Environmental and Health Services (Part)
Mr. K. Byers - Manager Technical Services (Part)
Mrs. E. Devescovi - Manager Client Services (Part)
Mrs. J. Manganaro - Manager Financial Services (Part)
Mr. M. Sandona - Manager Planning and Development (Part)
Mrs. J. Horan - Grants and Property Officer (Part)
Mrs. T. Marano - Customer Service Centre Coordinator (Part)
Mrs. R. Martin - Coordinator Waste Services (Part)
Mrs. R. McLean - Executive Coordinator (Part)
Ms. F. Smith - Financial Accountant Reporting (Part)
Mrs. K. Waterson - Governance and Property Officer (Part)

Minutes Clerk - Ms. G. Biffanti

2. PRAYER

The meeting prayer was delivered by Pastor Andrew Ballin of the Burdekin Baptist Church.

9:12am - Ms. Smith entered the meeting.

9:13am - Mr. Byers entered the meeting.

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 - 26 May 2026

Officer's Recommendation

That the minutes of the Ordinary Council Meeting held on 26 May 2026 be received as a true and correct record.

Resolution No. 2026-6-1

Moved: Councillor Furnell

Seconded: Councillor Detenon

That the minutes of the Ordinary Council Meeting held on 26 May 2026 be received as a true and correct record.

CARRIED

4.2. RADF Advisory Group Minutes - 25 May 2026

Officer's Recommendation

That:

1. the minutes of the RADF Advisory Group meeting held on 25 May 2026 be noted; and
2. the recommendations as detailed in the minutes and summarised in Item 6 be adopted;

Item 6. Consideration of Applications in RADF 2025-26 Round 1

The meeting noted that this was the second round of the 2025/26 year. Available funds for Round 2 = \$19,613.00.

It is recommended that the following funding be approved:

Applicant	Project	Requested Funding	Recommended Funding
Burdekin Artisan Community Association	Towards cost of conducting community paint and draw classes with tutor, Anne Walsh	\$3,700.00	\$3,700.00
Burdekin Brass Band	Towards cost of learner tuition with Dr Mark Smith	\$5,000.00	\$5,000.00
Burdekin Art Society	Towards cost of conducting the 2026 Annual Art Exhibition. <i>The meeting recommends funding of \$5,000.00 as this is the maximum grant provided unless exceptional circumstances can be substantiated for the proposed project.</i> Cr Vasta left the meeting at this stage.	\$5,310.00	\$5,000.00
Burdekin Neighbourhood Centre	Design, creation and installation of stainless-steel blue tree in Plantation Park as part of National Blue Tree Project that brings awareness to	\$5,000.00	\$5,000.00

	<p>mental health and suicide, as a community response to the increase in suicides that have occurred in the Burdekin community.</p> <p><i>The meeting recommends funding of this project subject to Council approval of a suitable location for installation of the artwork.</i></p>		
Burdekin Theatre	<p>Cr Vasta returned to the meeting at this stage.</p> <p>Towards cost of providing entertainment for a free Christmas Morning Melodies function at the Burdekin Theatre, particularly for senior residents and people living with a disability.</p>	\$913.00	\$913.00
TOTAL		\$19,923.00	\$19,613.00

and

- the recommendations as detailed in the minutes and summarised in Items 7 and 8 be noted:

Item 7. Review of RADF Advisory Group Charter Document

It is recommended that the RADF Advisory Group Charter document be updated to include the following wording at the end of the clause “Conflicts of Interest and Ethical Practices” – “Members will leave the meeting during deliberations and any decision-making process where conflicts of interest have been declared.”

Item 8. Community Member Vacancy on RADF Advisory Group

It is recommended, as per the guidelines, that nominations again be invited for the community member vacancy on the RADF Advisory Group.

Resolution No. 2026-6-2

Moved: Councillor Vasta

Seconded: Councillor Detenon

That:

- the minutes of the RADF Advisory Group meeting held on 25 May 2026 be noted; and
- the recommendations as detailed in the minutes and summarised in Item 6 be adopted;

Item 6. Consideration of Applications in RADF 2025-26 Round 1

The meeting noted that this was the second round of the 2025/26 year. Available funds for Round 2 = \$19,613.00.

It is recommended that the following funding be approved:

Applicant	Project	Requested Funding	Recommended Funding
Burdekin Artisan Community Association	Towards cost of conducting community paint and draw classes with tutor, Anne Walsh	\$3,700.00	\$3,700.00
Burdekin Brass Band	Towards cost of learner tuition with Dr Mark Smith	\$5,000.00	\$5,000.00
Burdekin Art Society	<p>Towards cost of conducting the 2026 Annual Art Exhibition.</p> <p><i>The meeting recommends funding of \$5,000.00 as this is the maximum grant provided unless exceptional circumstances can be substantiated for the proposed project.</i></p> <p>Cr Vasta left the meeting at this stage.</p>	\$5,310.00	\$5,000.00
Burdekin Neighbourhood Centre	<p>Design, creation and installation of stainless-steel blue tree in Plantation Park as part of National Blue Tree Project that brings awareness to mental health and suicide, as a community response to the increase in suicides that have occurred in the Burdekin community.</p> <p><i>The meeting recommends funding of this project subject to Council approval of a suitable location for installation of the artwork.</i></p>	\$5,000.00	\$5,000.00
Burdekin Theatre	<p>Cr Vasta returned to the meeting at this stage.</p> <p>Towards cost of providing entertainment for a free Christmas Morning Melodies function at the Burdekin Theatre, particularly for senior residents and people living with a disability.</p>	\$913.00	\$913.00
TOTAL		\$19,923.00	\$19,613.00

and

3. the recommendations as detailed in the minutes and summarised in Items 7 and 8 be noted:

Item 7. Review of RADF Advisory Group Charter Document

It is recommended that the RADF Advisory Group Charter document be updated to include the following wording at the end of the clause “Conflicts of Interest and Ethical Practices” – “Members will leave the meeting during deliberations and any decision-making process where conflicts of interest have been declared.”

Item 8. Community Member Vacancy on RADF Advisory Group

It is recommended, as per the guidelines, that nominations again be invited for the community member vacancy on the RADF Advisory Group.

CARRIED

9:19am - Mrs. Horan left the meeting.

4.3. Burdekin Shire Youth Council Meeting Minutes - 18 May 2026

Officer's Recommendation

That:

1. the minutes of the Burdekin Shire Youth Council Meeting held on 18 May 2026 be noted; and
2. the recommendations as detailed in the minutes and summarised below in Items 3, 4, 5, 6 and 8 be noted.

Item 3 - Resignation of Deputy Youth Mayor - Alicia Jansen Van Rensburg

That Council notes the resignation of the Deputy Youth Mayor, Alicia Jansen Van Rensburg from her position on Burdekin Shire Youth Council due to her family relocating.

Item 4 - Election of New Deputy Youth Mayor - Chloe Becke

That Council notes the election of Chloe Becke as Deputy Youth Mayor for the remainder of 2026.

Items 5 and 6 - Volunteer Involvement in Upcoming Events

That Council notes the involvement of Burdekin Shire Youth Council volunteers in the upcoming Burdekin Domestic Violence Walk (Sunday 31 May) and the Lower Burdekin Celtic Dance Competition Canteen (Saturday 25 July).

Item 8 - Introduction of Volunteer Reward Scheme for Burdekin Shire Youth Council Members

That Council note the introduction of a Volunteer Reward Scheme for Burdekin Shire Youth Council members, as a token of appreciation and recognition for members who attend numerous volunteer activities and events.

Resolution No. 2026-6-3

Moved: Councillor Furnell

Seconded: Councillor Detenon

That:

1. the minutes of the Burdekin Shire Youth Council Meeting held on 18 May 2026 be noted; and
2. the recommendations as detailed in the minutes and summarised below in Items 3, 4, 5, 6 and 8 be noted.

Item 3 - Resignation of Deputy Youth Mayor - Alicia Jansen Van Rensburg

That Council notes the resignation of the Deputy Youth Mayor, Alicia Jansen Van Rensburg from her position on Burdekin Shire Youth Council due to her family relocating.

Item 4 - Election of New Deputy Youth Mayor - Chloe Becke

That Council notes the election of Chloe Becke as Deputy Youth Mayor for the remainder of 2026.

Items 5 and 6 - Volunteer Involvement in Upcoming Events

That Council notes the involvement of Burdekin Shire Youth Council volunteers in the upcoming Burdekin Domestic Violence Walk (Sunday 31 May) and the Lower Burdekin Celtic Dance Competition Canteen (Saturday 25 July).

Item 8 - Introduction of Volunteer Reward Scheme for Burdekin Shire Youth Council Members

That Council note the introduction of a Volunteer Reward Scheme for Burdekin Shire Youth Council members, as a token of appreciation and recognition for members who attend numerous volunteer activities and events.

CARRIED

9:23am - Mr. Arboit left the meeting.

5. OFFICE OF THE CEO

5.1. ECONOMIC DEVELOPMENT

There are no reports presented for consideration.

5.2. EXECUTIVE SUPPORT

5.2.1. Amendment to Ordinary Council Meeting Frequency - July 2026 Onward

Executive Summary

The purpose of this report is to seek Council approval to change the Ordinary Council Meeting schedule, reducing the frequency from fortnightly to monthly, effective July 2026.

Council currently holds its Ordinary Council Meetings on the second and fourth Tuesday of each month. It is proposed that Ordinary Council Meetings are held on the fourth Tuesday of each month, with the exception of December 2026 due to the Christmas period and January 2027 due to the Australia Day public holiday. To maintain robust strategic governance, information flow, and well-informed decision-making, Council Workshops will continue to be scheduled on the first and third Tuesdays of each month. An additional workshop may be scheduled on the second Tuesday of the month when required.

This change is made in accordance with sections 254B, 254C and 257 of the *Local Government Regulation 2012*.

Officer's Recommendation

That Council:

1. rescind the resolution from the Post-Election Meeting held on the 3 April 2024 - *"That Council decides that ordinary meetings will be held on the second and fourth Tuesday of each month commencing at 9:00am at the Council Chambers, 145 Young Street, Ayr"* ;
2. approve that, commencing in July 2026, Ordinary Meetings will be held on the fourth Tuesday of each month commencing at 9:00am at the Council Chambers, 145 Young Street, Ayr; and
3. approve the monthly meeting cycle be varied for December 2026 and January 2027 to:
 - Tuesday 8 December 2026, commencing at 9:00am at the Council Chambers, 145 Young Street, Ayr
 - Monday 25 January 2027, commencing at 9:00am at the Council Chambers, 145 Young Street, Ayr
4. endorse the scheduling of Council Workshops to occur on the first and third Tuesday of each month to support the revised meeting schedule, with an additional Workshop to be scheduled on the second Tuesday of each month when required.

Resolution No. 2026-6-4

Moved: Councillor Furnell

Seconded: Councillor Detenon

That Council:

1. rescind the resolution from the Post-Election Meeting held on the 3 April 2024 - *"That Council decides that ordinary meetings will be held on the second and fourth Tuesday of each month commencing at 9:00am at the Council Chambers, 145 Young Street, Ayr"* ;
2. approve that, commencing in July 2026, Ordinary Meetings will be held on the fourth Tuesday of each month commencing at 9:00am at the Council Chambers, 145 Young Street, Ayr; and
3. approve the monthly meeting cycle be varied for December 2026 and January 2027 to:
 - Tuesday 8 December 2026, commencing at 9:00am at the Council Chambers, 145 Young Street, Ayr

- Monday 25 January 2027, commencing at 9:00am at the Council Chambers, 145 Young Street, Ayr

4. endorse the scheduling of Council Workshops to occur on the first and third Tuesday of each month to support the revised meeting schedule, with an additional Workshop to be scheduled on the second Tuesday of each month when required.

CARRIED 5/2

For: Councillors Dalle Cort, Musumeci, Detenon, Furnell, Vasta

Against: Councillors Hall, Oar

9:34am - Mrs. Manganaro entered the meeting.

9:38am - Mrs. McLean left the meeting.

6. CORPORATE AND COMMUNITY SERVICES

6.1. CLIENT SERVICES

6.1.1. Burdekin Shire Council Cemetery Masterplan 2026

Executive Summary

This report presents the Cemetery Masterplan for adoption. The Cemetery Masterplan guides the future development and management of the Ayr and Home Hill cemeteries, ensuring long-term planning, improved functionality, and sustainable, staged development to meet future interment needs.

Officer's Recommendation

That Council adopt the Cemetery Masterplan as attached to this report.

Resolution No. 2026-6-5

Moved: Councillor Vasta

Seconded: Councillor Detenon

That Council adopt the Cemetery Masterplan as attached to this report.

CARRIED

9:39am - Mrs. Devescovi and Mrs. Marano left the meeting.

6.2. COMMUNITY SERVICES

There are no reports presented for consideration.

6.3. FINANCIAL SERVICES

6.3.1. Adoption of 2026/27 Fees and Charges

Executive Summary

The 2026/27 Fees and Charges schedule is required to be adopted by Council to be effective from 1 July 2026.

Officer's Recommendation

That in accordance with the *Local Government Act 2009*, Council adopts the attached 2026/27 Fees and Charges schedule, to take effect from 1 July 2026.

Resolution No. 2026-6-6

Moved: Councillor Musumeci

Seconded: Councillor Detenon

That in accordance with the *Local Government Act 2009*, Council adopts the attached 2026/27 Fees and Charges schedule, to take effect from 1 July 2026.

CARRIED

9:40am - Mrs. Manganaro and Ms. Smith left the meeting.

6.4. GOVERNANCE

6.4.1. New Freehold Lease - Lease W on SP353304 in Part of Lot 106 on RP898777, Ayr Aerodrome, Brandon - Mark and Bronwyn Willard

Executive Summary

This report seeks Council approval to enter into a new Freehold Lease as follows:

Lessor: Burdekin Shire Council

Lessee: Mark and Bronwyn Willard

Lease Area: Lease W on SP353304 in part of Lot 106 on RP898777, Ayr Aerodrome, Brandon

Term: Five years being 1 July 2026 to 30 June 2031 with 1 x five year option

Rent: As per Council's Fees and Charges

Officer's Recommendation

That Council:

1. agrees in principle to enter into a new Freehold Lease with Mark and Bronwyn Willard for Lease W on part of Lot 106 on Registered Plan 898777 as shown in attachment 1, for a term of five years being 1 July 2026 to 30 June 2031, with one further five year option, for the purpose of an aircraft hangar and associated

activities (private use only). The Lease will be subject to Council's standard tenure terms and conditions and any additional terms and conditions deemed necessary to meet Council's operational or compliance requirements.

2. delegates to the Chief Executive Officer its power to take all necessary action on Council's behalf, including negotiating, executing, and discharging the lease. Any significant changes are to be approved by Council.

Resolution No. 2026-6-7

Moved: Councillor Furnell

Seconded: Councillor Detenon

That Council:

1. agrees in principle to enter into a new Freehold Lease with Mark and Bronwyn Willard for Lease W on part of Lot 106 on Registered Plan 898777 as shown in attachment 1, for a term of five years being 1 July 2026 to 30 June 2031, with one further five year option, for the purpose of an aircraft hangar and associated activities (private use only). The Lease will be subject to Council's standard tenure terms and conditions and any additional terms and conditions deemed necessary to meet Council's operational or compliance requirements.
2. delegates to the Chief Executive Officer its power to take all necessary action on Council's behalf, including negotiating, executing, and discharging the lease. Any significant changes are to be approved by Council.

CARRIED

9:42am - Mrs. Waterson left the meeting.

7. INFRASTRUCTURE, PLANNING AND ENVIRONMENTAL SERVICES

7.1. ENVIRONMENTAL AND HEALTH SERVICES

7.1.1. Dalbeg Community Waste Collection Trial Results

Executive Summary

This report presents the results of a six-month trial of a quarterly waste collection service at Dalbeg. This trial service was implemented following the removal of the permanently available skip bin due to ongoing misuse. The trial introduced scheduled, supervised collection days with a user-pays component for certain waste types.

The trial recorded very low utilisation, with only seven customers across two collection events and minimal waste volumes collected. While some materials were successfully diverted from landfill, overall usage did not justify the higher operational costs associated with delivering the service.

An isolated instance of illegal dumping was recorded at the former skip bin location, indicating some residual risk following removal of the permanent bin.

Based on the trial outcomes, the service is considered not cost-effective or sustainable. It is recommended that the Dalbeg skip bin service be discontinued, with residents directed to existing waste facilities at Clare, Ayr, Home Hill, and Kirknie.

Officer's Recommendation

Council will discontinue the Dalbeg skip bin service following the completion of the trial period. Residents of Dalbeg and Millaroo will instead be encouraged to utilise the Clare Transfer Station for the disposal of domestic hard waste and scrap metal, while all other waste will be directed to the Ayr, Home Hill, or Kirknie waste facilities in accordance with existing waste management arrangements.

Resolution No. 2026-6-8

Moved: Councillor Vasta

Seconded: Councillor Detenon

Council will discontinue the Dalbeg skip bin service following the completion of the trial period. Residents of Dalbeg and Millaroo will instead be encouraged to utilise the Clare Transfer Station for the disposal of domestic hard waste and scrap metal, while all other waste will be directed to the Ayr, Home Hill, or Kirknie waste facilities in accordance with existing waste management arrangements.

CARRIED 6/1

For: Councillors Dalle Cort, Musumeci, Detenon, Furnell, Oar, Vasta

Against: Councillors Hall

9:44am - Mr. Sandona entered the meeting.

7.1.2. Burdekin Shire Council Subordinate Local Law No. 8 (Waste Management) 2026

Executive Summary

This report identifies that rising contamination rates and ongoing compliance issues have highlighted a need to strengthen and clarify waste management requirements under Subordinate Local Law No. 8 (Waste Management) 2026. The proposed updates aim to improve regulatory effectiveness by clearly defining acceptable waste for kerbside collection, reinforcing requirements for the placement and storage of bins within property boundaries, and strengthening provisions for proper waste storage. In addition, the changes ensure waste receipt and disposal practices are aligned with Council's waste facility Environmental Authority conditions, supporting improved compliance and operational consistency.

Legal firm Culturev8 were engaged to assist in the review of the proposed Subordinate Local Law No. 8 (Waste Management) 2026.

Officer's Recommendation

Pursuant to section 29(2) of the *Local Government Act 2009* (Qld), that Council adopt Subordinate Local Law No. 8 (Waste Management) 2026.

Resolution No. 2026-6-9

Moved: Councillor Detenon

Seconded: Councillor Furnell

That the recommendation lay on the table until the correct attachment for the Subordinate Local Law No. 8 (Waste Management) 2026 is provided for consideration at the next Ordinary Council Meeting.

CARRIED

9:54am - Mrs. Austin and Mrs. Martin left the meeting.

7.2. OPERATIONS

There are no reports presented for consideration.

7.3. PLANNING AND DEVELOPMENT

7.3.1. Planning Scheme Review and Planning Scheme Amendment 1

Executive Summary

The purpose of this report is to:

1. present to Council the findings from the Planning Scheme Review completed by UP North Group for the current Planning Scheme, including recommendations arising from this review; and
2. seek a resolution from Council to prepare and progress amendments to the current Planning Scheme in accordance with the *Planning Act 2016* (the Act) and the Minister's Guidelines and Rules.

The *Burdekin Shire Planning Scheme 2022* (the Planning Scheme), which commenced on 1 March 2023 under the *Planning Act 2016*, is generally operating effectively however can be improved by undertaking targeted amendments aligning with the findings of the Planning Scheme Review. The Planning Scheme Review identified that amendments are required to optimise the delivery of housing supply and operational efficiency, as well as to address two (2) Ministerial conditions attached to its adoption. In response to these findings and to satisfy Council's requirement to facilitate residential housing development as per the State's Scheme Supply Fund, it is recommended that amendments to the Planning Scheme be progressed in stages to address these matters and implement the recommendations of the Planning Scheme Review.

Officer's Recommendation

That Council:

1. receive and note the report titled 'Burdekin Shire Council Planning Scheme Review (Revision C dated 9 April 2026)';
2. based on the review of the current Planning Scheme, decide to amend the Planning Scheme to address better housing outcomes and improve operational efficiency and usability;
3. decide to progress an amendment to the Planning Scheme under Section 18 of the *Planning Act 2016*;

4. delegate authority to the Chief Executive Officer to prepare and progress the proposed amendments to the Planning Scheme under the *Planning Act 2016* and Minister's Guidelines and Rules.

Resolution No. 2026-6-10

Moved: Councillor Detenon

Seconded: Councillor Musumeci

That Council:

1. receive and note the report titled 'Burdekin Shire Council Planning Scheme Review (Revision C dated 9 April 2026)';
2. based on the review of the current Planning Scheme, decide to amend the Planning Scheme to address better housing outcomes and improve operational efficiency and usability;
3. decide to progress an amendment to the Planning Scheme under Section 18 of the *Planning Act 2016*;
4. delegate authority to the Chief Executive Officer to prepare and progress the proposed amendments to the Planning Scheme under the *Planning Act 2016* and Minister's Guidelines and Rules.

CARRIED

9:57am - Mr. Sandona left the meeting.

7.4. PROJECT MANAGEMENT

There are no reports presented for consideration.

7.5. TECHNICAL SERVICES

7.5.1. Speed Limit Review - 10K Bruce Highway - Ayr Dalbeg Road to Conlan Street Ayr

Executive Summary

The Department of Transport and Main Roads (DTMR) has submitted a formal Speed Limit Review Checklist for a 3.097-kilometre segment of the Bruce Highway (10K) between Bowen and Ayr, specifically stretching from north of the Ayr Dalbeg Road intersection to south of Conlan Street, Ayr. This specific section encompasses the crossroad intersection of Giddy Road and Gillian Road within the locality of McDesme. Following the deployment of a DTMR road surveillance trailer and a serious casualty crash and a subsequently triggered road safety audit, the Department of Transport and Main Roads Northern District has recommended lowering the existing speed limit from 100 km/h to 90 km/h as a proactive safety measure.

Officer's Recommendation

That Council:

1. receive the Department of Transport and Main Roads Speed Limit Review documentation for Road 10K, Bruce Highway (Bowen - Ayr), from chainage 105.611 km to 108.70 km; and
2. request that the Department of Transport and Main Roads prioritise funding for detailed design and construction of the intersection upgrade at Giddy Road to improve safety, physical acceleration and merging treatments for turning traffic.

Resolution No. 2026-6-11**Moved:** Councillor Vasta**Seconded:** Councillor Furnell

That Council:

1. receive the Department of Transport and Main Roads Speed Limit Review documentation for Road 10K, Bruce Highway (Bowen - Ayr), from chainage 105.611 km to 108.70 km; and
2. request that the Department of Transport and Main Roads prioritise funding for detailed design and construction of the intersection upgrade at Giddy Road to improve safety, physical acceleration and merging treatments for turning traffic.

CARRIED*10:05am - Mr. Byers left the meeting.***7.6. WATER AND WASTEWATER**

There are no reports presented for consideration.

8. NOTICE OF MOTION**9. RECEIPT OF PETITIONS****10. CORRESPONDENCE FOR INFORMATION****11. GENERAL BUSINESS****11.1. Enquiry on Works Undertaken - Wunjunga Beach**

Councillor Musumeci advised that a Lisgar resident had raised an enquiry regarding possible works in the area. It was confirmed that DRFA scoping works have been undertaken out at Wunjunga Beach over the past week.

11.2. Community Meeting - Sewerage Issues

Mr. Stewart provided an update on the ongoing discussions regarding sewerage issues affecting Keyren Way, Katelyn Drive, Ayr, and the surrounding estates. He advised that a community meeting is scheduled for 15 July 2026 at the Burdekin Shire Council, with invitations to be issued to the affected residents. It was also noted that pressure readings are currently being collected in preparation for the meeting to support planning and ensure accurate information is available.

11.3. Proposed Changes to Disaster Recovery Funding Arrangements

Mr. Magin reported increasing cost-shifting to local government, highlighting the Prime Minister's proposal to change Queensland's disaster recovery funding split from 75/25 to 50/50. He advised this would place added financial pressure on Councils, given Queensland's high disaster exposure. He recommended the Mayor write to the Prime Minister and the Minister for Local Government to express Council's objections before any changes are legislated.

11.4. Proposed Transfer of Unaddressed Mail Regulation to Local Government

Mr. Magin advised that the State Government is reviewing the regulation of unaddressed mail, including "no junk mail" signage and compliance. While the State currently administers this system, it is proposing that responsibility be transferred to local government.

Mr. Magin advised Council that he will seek clarification from the Local Government Association of Queensland (LGAQ) on the potential implications for Council, including any responsibilities or enforcement obligations that may arise.

11.5. Visit from Hon Bob Katter MP

It was noted that Hon Bob Katter MP paid an unexpected visit to Burdekin Shire Council on 3 June 2026, where the Mayor and Mr. Magin engaged in discussions on general matters and updates.

11.6. Expression of Thanks – Arch Dunn Memorial Park, Home Hill

Councillor Hall expressed her thanks to Mr. Saldumbide and his Operations team for their prompt response to the public amenity issues at Arch Dunn Memorial Park, Home Hill. She acknowledged their swift action and appreciated the consistent communication throughout the process.

11.7. Update on Property Damage to Public

Councillor Hall raised concerns regarding recent vandalism incidents across the Burdekin Shire and suggested that increased public communication may help raise awareness of the

impacts of vandalism and the costs associated with repairing damage, with the aim of discouraging future incidents. It was noted that vandalism incidents are regularly reported through Burdekin Life and that community awareness remains a priority.

12. CLOSED BUSINESS ITEMS

13. DELEGATIONS

There being no further business the meeting closed at 10:25am.

These minutes were confirmed by Council at the Ordinary Council Meeting held on 23 June 2026.

MAYOR

MINUTES AND BUSINESS ARISING

4.2. Audit and Risk Committee Meeting Minutes - 3 June 2026

Officer's Recommendation

That:

1. the minutes of the Audit and Risk Committee meeting held on 3 June 2026 be noted; and
2. the recommendations as detailed in the minutes and summarised in Items 3 to 8.1 below be noted.

Item 3 Minutes from the previous Audit and Risk Committee Meeting

That the minutes from the previous meeting be formally adopted.

Item 4.1 Interim annual infrastructure valuation report

That the Committee accepts the Interim Valuation Report.

Item 5.1 and 5.2 QAO Briefing – emerging issues/report to parliament and 5.2 Update on external audit progress/discuss any interim findings or issues

That the Committee notes the QAO Briefing and Update on external audit progress/discuss any interim findings or issues.

Item 5.3 Consider need for closed session briefing with Crowe/QAO

That the Committee agreed that no closed session briefing was required.

Item 6.1 Internal Audit Report – Progress towards achieving audit schedule and recommendations from audits undertaken

That the Committee notes the Internal Audit Report.

Item 7.1 Cyber-Security Updates

That the Committee accepts the Cyber-Security Update.

Item 8.1 Chairperson's Annual Report

That the Committee accepts the Audit and Risk Committee Chairperson's 2025/2026 Annual Report to be presented to Council.

Attachments

1. Minutes - Audit and Risk Committee Meeting - 3 June 2026

Meeting Minutes

Meeting	Audit and Risk Committee Meeting		
Date	Wednesday, 3 June 2026	Time	9:00 am
Attendees	Mr David Sibley – Independent Chairperson Mr Damien Arboit – Independent Professional Member Mr Matthew Oar – Independent Community Member (via Teams) Cr Callan Oar - Councillor Cr Michael Detenon – Councillor (via Teams) Ms Tina Mowatt – Audit Manager, QAO (via Teams) Ms Tracey Mayhew – Engagement Partner, Crowe Audit Australia Mr Mitchell Witt – Partner, Risk Advisory, BDO (via Teams) Mr James Stewart – Director Infrastructure, Planning and Environmental Services Mrs Kim Olsen – Director Corporate and Community Services Mrs Jenny Manganaro – Manager Financial Services Mrs Helen Swinney – Financial Management Coordinator Mr Kevin Byers – Manager Technical Services (part) Mrs Rebecca Stockdale – Senior Governance Officer Mr Dirk Dabelstein – IM Coordinator (part)		
Apologies	Mr Martin Luwina – Engagement Leader, QAO Mr Neil Bautista – Engagement Manager, Crowe Audit Australia Cr Pierina Dalle Cort – Mayor Mr Matthew Magin – Chief Executive Officer		
Chairperson	Mr. David Sibley – Independent Chairperson		
Minutes Clerk	Mrs. Jodie Ordorica - Governance Support Officer		
Location	John Drysdale Chambers		

Minutes

1. Welcome

Mr. Sibley welcomed all attendees.

2. Apologies

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

3. Minutes of the Audit and Risk Committee Meeting held on 6 May 2026

Minutes of the previous Audit and Risk Committee Meeting held on 6 May 2026 were circulated to Committee members prior to the meeting.

Moved Mr Arboit, seconded Cr Oar that the minutes from the previous meeting be formally adopted by the Committee. Carried.

4. Infrastructure Assets

4.1 Interim annual infrastructure valuation report

Mr Byers provided a briefing on the Interim Annual Infrastructure Valuation Report, noting that a revised valuation approach had been adopted for the current year utilising asset-specific indices rather than a single principles-based methodology. This approach was intended to better reflect current market conditions and cost movements.

Mr Byers advised that asset valuations are nearing completion, with most increases across transport, drainage, buildings and other assets generally in the 5%-6% range. He noted that water and sewerage valuations were impacted by volatile PVC pricing, resulting in increases of approximately 5% in replacement cost and 4.4% in fair value for water, and approximately 4.6% in replacement cost and 4% in fair value for sewerage.

Mr Byers further advised that external valuations undertaken by Marsh required adjustments due to identified discrepancies, including the aerodrome valuation and certain asset assumptions. Buildings recorded increases of approximately 5.9% in replacement cost and 6.7% in fair value, with other assets increasing by approximately 5%, while land improvements remain pending.

Mr Byers noted that the valuations represent a point-in-time estimate within a volatile market environment influenced by fluctuating material costs and broader economic conditions. The report outlines the expected value of works in progress. Mr Byers noted that the majority of works in progress value can be attributed to major projects which represents about \$49M of the total \$58M works in progress value. Mr Byers also advised that while the index-based approach may result in some variation at an individual asset level, overall impacts are expected to balance across the portfolio.

Mr Byers further advised that the level of pricing variation experienced this year is unusual and largely due to timing impacts associated with rapid market changes.

It was noted that final valuations and figures for the Transport and Drainage classes were not yet available.

Moved Mr Sibley, seconded Cr Oar that the Committee accepts the Interim Valuation Report. Carried.

9.08am Mr Dabelstein entered the meeting.

9.12am Mr Byers left the meeting.

5. QAO/External Audit Advice

5.1 QAO Briefing – emerging issues/report to parliament and 5.2 Update on external audit progress/discuss any interim findings or issues

Ms Mayhew provided a briefing on audit progress, advising that the interim audit was undertaken on site in the preceding week, with good progress achieved across key focus areas. She noted that interim reporting, including the management report, will be finalised shortly and, at this stage, no significant findings or issues have been identified. Ms Mayhew further advised that the audit process has been smooth and consistent with expectations, with no emerging risks or concerns anticipated to impact the final audit phase.

Mr Sibley questioned if the auditors were comfortable with the valuation approach and progress to date and Ms Mayhew advised that management has kept the audit team informed regarding valuations and other key accounting matters. It was further noted that a flexible approach is being taken given the rapidly changing environment, with matters to be reviewed progressively as information becomes available. At this stage, no concerns were raised regarding the timely delivery of final items.

Ms Mowatt briefed the Committee on QAO's briefing paper outlining recent QAO blogs and reports to Parliament, with particular focus on information systems and the management of third-party cyber security risks.

Ms Mowatt noted the increasing reliance on artificial intelligence and third-party service providers within Councils and highlighted key findings from a QAO review into how public sector entities identify and manage third-party cyber risks. The review emphasised the importance of maintaining effective access controls, monitoring systems for suspicious activity, keeping IT policies and procedures up to date, and ensuring appropriate oversight of supply chains and third-party arrangements to mitigate cyber security risks.

The Committee noted the QAO Briefing and Update on external audit progress/discuss any interim findings or issues.

5.3 Consider need for closed session briefing with Crowe/QAO

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

The Committee agreed that no closed session briefing was required.

6. Internal Audit

6.1 Internal Audit Report – Progress towards achieving audit schedule and recommendations from audits undertaken

Mr Witt provided an update on the internal audit, noting that the Capital Program Delivery and Management internal review is in its final stages of field work and has been positively supported by Council stakeholders. He advised that follow-up discussions with officers and management regarding prior audit actions are being progressed, and arrangements are underway for a future risk management information session.

Mr Witt further advised that work has commenced on the development of the internal audit plan, including the three-year strategic plan, with consultations underway with the Executive Leadership Team and management. The updated plan is expected to be presented to the August meeting for Committee endorsement, and input from the Committee on areas of focus was invited.

Reference was made to the previously discussed payroll audit matter, noting that concerns had been raised regarding the application of awards and agreements. It was recalled that management had assessed the associated risks and determined no further action was required. However, Mr Sibley noted that his concerns remain.

Mr Witt advised that Committee members are encouraged to provide any further suggestions for consideration in the development of the audit plan, through management, as they arise.

The Committee notes the Internal Audit report.

7. Management Updates

7.1 Cyber-Security Updates

Mr Dabelstein updated the Committee on the Cyber-Security Report.

Discussion was held regarding the two audit actions currently noted as on hold. Clarification was sought on the development of the information security governance framework, with it confirmed that while some

related work is in progress, implementation of a full framework aligned to ISO 27001 would require specialist consultancy support and additional budget allocation. It was noted that this initiative is not currently funded and would require a future submission.

In relation to third-party risk management, it was clarified that this action extends beyond cyber risk and sits within broader procurement responsibilities. Progress had been delayed due to resourcing changes; however, responsibility will be assigned to the incoming Procurement Coordinator, with support from IT for cyber-related components. It was noted that, while currently delayed, the matter remains a priority.

Further discussion highlighted the importance of managing third-party data risks, noting that Council's current approach of maintaining vendor data management in-house is supported and considered appropriate.

Reference was made to the cybersecurity desktop exercise, which includes consideration of the Business Continuity Plan. It was confirmed that there has been no further progress in relation to the Business Continuity Plan at this stage due to competing priorities and Council resources.

Moved Mr Sibley, seconded Cr Oar that the Committee accepts the Cyber-Security update. Carried

9.20 Mr Dabelstein left the meeting.

8. Effectiveness of Audit Committee

8.1 Chairperson's Annual Report

Mr Sibley presented the Audit and Risk Committee Chairperson's Annual Report for 2025/26, noting that the Committee has continued to provide effective oversight of Council's governance, financial reporting, risk management, and compliance frameworks.

Mr Sibley advised that the Committee met regularly throughout the year and addressed key matters including the financial statements and audit process, internal audit activities, risk management, financial strategies, and cyber security. He noted that feedback from the Queensland Audit Office was positive, with Council performing favourably compared to peers.

Mr Sibley further advised that the Committee is satisfied that Council's systems of internal control and risk management are sound and continue to improve, and acknowledged the contribution of Councillors, management, auditors, and Committee members.

Moved Mr Arboit, seconded Mr Oar that the Committee accepts the Audit and Risk Committee Chairperson's 2025/2026 Annual Report to be presented to Council. Carried

There being no further business, the meeting closed at 9.26 am

The next meeting will be held on Wednesday, 5 August 2026

Mr. David Sibley

Chairman

Agreed Recommendations to Council

Minute Item	Recommendation
3	That the minutes from the previous meeting be formally adopted by the Committee.
4.1	That the Committee accepts the Interim Valuation Report.
5.1 and 5.2	That the Committee notes the QAO Briefing and Update on external audit progress/discuss any interim findings or issues.
5.3	That the Committee agreed that no closed session briefing was required.
6.1	That the Committee notes the Internal Audit Report.
7.1	That the Committee accepts the Cyber-Security Update.
8.1	That the Committee accepts the Audit and Risk Committee Chairperson's 2025/2026 Annual Report to be presented to Council.

MINUTES AND BUSINESS ARISING

4.3. Burdekin Shire Road Safety Advisory Meeting Minutes - 20 May 2026

Officer's Recommendation

That the minutes of the Burdekin Shire Road Safety Advisory Meeting held on 20 May 2026 be noted.

Attachments

1. Minutes - Burdekin Shire Road Safety Advisory Meeting - 20 May 2026



Meeting Minutes

Meeting	Burdekin Shire Road Safety Advisory Committee Meeting		
Date	Wednesday, 20 May 2026	Time	10:30 AM
Core Attendees	Councillor Max Musumeci - Burdekin Shire Council Mr. Kevin Byers - Burdekin Shire Council Mr. Dean Pappalardo - Burdekin Shire Council Mr. Kevin Riseley - Technical Officer (Road Safety) Northern District - Department of Transport and Main Roads Senior Constable Brett Elton - Highway Patrol Townsville - Queensland Police Service, Ayr Constable Brendan Gadd – Highway Patrol Townsville – Queensland Police Service, Ayr Mr. Victor Hewett – Officer in Charge - Queensland Ambulance Service Mr. Ashley Ryder – Station Officer - Queensland Fire Department Mr. Chris Scovazzi – Cane Supply Manager - Wilmar Sugar Australia Limited Mr. Mark Lazzarini – Transport Operations Manager – Wilmar Sugar Australia Limited		
Advisor Attendees	Mrs. Kristy Raitelli – Transport and Main Roads Project Officer – Burdekin Shire Council		
Apologies	Mr. Matthew Slatcher – Manager (Road Safety) – Northern Region – Department of Transport and Main Roads Mr. John Tait - Cane Supply Manager - Wilmar Sugar Australia Limited		
Chairperson	Councillor Max Musumeci		
Minutes Clerk	Ms. Ginett Biffanti		
Location	Earnie Ford Room – 145 Young Street, Ayr		

Mr. Scovazzi was introduced to the other attendee members, as this was his first meeting.

2. Minutes Received

Minutes of the Burdekin Shire Road Safety Advisory Committee Meeting held on 18 February 2026

Moved, Constable Gadd, Seconded, Mr. Byers that the flying minutes from the Burdekin Shire Road Safety Advisory Committee Meeting held on Wednesday, 18 February 2026 be accepted.

CARRIED

3. Business Arising out of Minutes

NIL



4. Review Action Items List

	Action Item	Responsible Officer	Status
1.	<p>20 November 2024 Item 5 - DTMR will make enquiries into the warrants for such signage, the electrical, ITS capability and coordination with the existing Variable Message Sign Board and the total costs associated.</p>	Kevin Riseley DTMR	<p>20 May 2026 DTMR advised that funding options are still being explored. Discussions are continuing with State Network Operations and the newly formed INO division, following the transfer of some capital funding responsibilities to INO as part of the restructure.</p> <p>DTMR will follow up with the INO team and provide an update at the next meeting.</p>
2.	<p>28 May 2025 Item 5 - Council to continue to liaise with the Principal of East Ayr State School for possible solutions and to discuss the option of new line marking to relocate the drop off/pick-up once the asphalt is applied.</p>	Dean Pappalardo BSC	<p>20 May 2026 Council has advised that a decision should be expected within the next three months. Planning for next year's reseal program has already commenced, while the current year's program is being finalised.</p> <p>A decision is still required on whether this area will be included in next year's reseal program or deferred to the following year.</p>
3.	<p>Item 6.2 Council to investigate the following roads and provide their findings to the committee at the next meeting.</p> <p>In addition, Mr. Riseley will conduct a preliminary review of the existing repeater signage (R4-1, 100 km/h) and associated warrants for Ayr–Dalbeg Road.</p> <ul style="list-style-type: none"> • Colevale Road, Brandon • First Avenue and First Street Home Hill • Old Clare Road, Ayr turning onto Ayr Dalbeg Road, Dalbeg • Eighth Avenue, Home Hill. 		<p>20 May 2026</p> <ul style="list-style-type: none"> • <u>Colevale Road, Brandon</u> An update was provided confirming that this matter is included in Council's operational program. The Speed Limit Review has not yet commenced; however, several reviews are scheduled for completion after 30 June 2026, subject to resource availability. • <u>First Avenue and First Street Home Hill</u> Completed Council has completed its investigation and is now seeking DTMR advice on two points: <ul style="list-style-type: none"> • whether the stop bar should be relocated; and • whether DTMR has any concerns with the change. <p>If relocating the stop bar improves sight distance, Council will proceed. Mr. Riseley and Mr. Pappalardo will discuss the matter further after the meeting.</p>



545 Ayr-Dalbeg Road & Old Clare Road Intersection

Completed

Mr. Riseley advised that he was uncertain whether the signage installation had been completed but anticipated that the works would fall within RMPC responsibilities to complete.

Mr. Pappalardo advised that there was a proposal regarding the school signage, and clarification was sought as to whether the changes would require a full speed limit review or could proceed under the MUTCD school zone provisions.

Mr. Riseley confirmed that a formal speed limit review would be required.

It was noted that no technical assessment (RASL, SDSL) would be required, as the proposal involved introducing a temporary 60 km/h school zone within an existing 100 km/h area.

Mr. Riseley further advised that once the form is completed, it would:

- Be signed by the Chief Executive Officer; and
- Be submitted to the Speed Management Committee for comment or endorsement.

It was also noted that school zone proposals are seldom rejected; however, repeater signage would be required in advance of the zone due to the existing 100 km/h speed limit.

Eighth Avenue, Home Hill

Completed

An update was provided on reinstalling yellow lines outside the police station driveway and adjacent residence. While initially deemed unnecessary, a review of historical footage confirmed previous keep-clear markings, and a work order has now been raised to reinstate them.

4.	<p>Item 6.5 Council to investigate and identify solutions for addressing the numbering issues.</p>	Dean Pappalardo - BSC	<p>20 May 2026 Completed The committee was briefed on discussions from the Council Workshop held on 19 May 2026 regarding a proposal to alter numbering and alphanumeric street names. The workshop concluded that implementing such changes would likely cause significant inconvenience to residents and businesses.</p> <p>Mr. Ryder noted that emergency services may need to consult internally to review their current systems and programs to identify a workable solution to the issue.</p>
5.	<p>18 February 2026 Item 6.2 Council to inspect and ensure the sign at the old entrance to the Ayr Pool is facing the correct direction and is properly positioned.</p>	Dean Pappalardo - BSC	<p>20 May 2026 Completed The investigation found that the sign had been incorrectly turned around. Council has addressed the issue and repositioned the sign to face the correct direction.</p>
6.	Council will investigate the issue and arrange for the damaged speed sign on Beach Road, Ayr to be replaced.	Dean Pappalardo - BSC	<p>20 May 2026 Completed Mr. Pappalardo confirmed that a works order has been issued to replace the damaged sign on Beach Road, Ayr.</p>
7.	Council to install traffic counters on either side of Young Street, Ayr, opposite both Rhythm Dance Studios, to collect data on vehicle volumes and speeds and to identify peak traffic periods.	Dean Pappalardo - BSC	<p>20 May 2026 Completed Mr. Pappalardo advised that two traffic counters were installed—one positioned before the roundabout at the intersection of Munro Street, Ayr and Young Street, and the other located in front of the Rhythm Dance Studio—to record vehicle volumes and travel speeds.</p> <p>The following data was collected:</p> <p>Traffic Count at intersection: ADT – 576 85th PCT – 36.7km/hr 15%PACE – 24-39km/hr (82%) AM Peak – 61.9 (8:00am to 9:00am Mon to Fri) PM Peak – 87.6 (3:00pm to 4:00pm Mon to Fri)</p> <p>Traffic Count in front of Dance Studio: ADT – 783 85th PCT – 43.9km/hr 15%PACE – 31-46km/hr (73%) AM Peak – 109.4 (8:00am to 9:00am Mon to Fri) PM Peak – 111.8 (3:00pm to 4:00pm Mon to Fri)</p>



			<p>It was agreed that no additional signage was warranted, as the data indicates drivers were travelling appropriately for the conditions, with no excessive speeding recorded during the Dance Studio’s peak operating times.</p> <p>It was also noted that the data is representative of the expected volumes and speeds in an urban environment.</p>
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Correspondence for Information

Nil.

6. General Business

6.1 Wilmington Street / Soper Street Intersection

Mr. Pappalardo reported that Give Way signs and associated line markings has been installed at the Wilmington Street and Soper Street, Ayr intersection. He noted that there are still some temporary traffic signs in place advising motorists of the changed traffic conditions and that no contact has yet been made with adjoining residents to determine whether the changes have improved the safety of the intersection.

It was also noted that there was another traffic accident reported to Council which occurred prior to the installation of the Give Way signs.

The intersection will continue to be monitored to see how effective the new signs are. If the crash history and site conditions meet Black Spot funding criteria, a roundabout may be considered in the future. It was also mentioned that the Give Way signs may increase speeds on the priority road, so ongoing monitoring is important.

6.2 Sheep Station Creek Road, Airville – Speed Limit Request

Mr. Pappalardo told the committee that a request had been made to review the speed limit on Sheep Station Creek Road, Airville. The concern is that people often walk along the road and the current default speed limit of 100 km/h may be too high. The road has no speed-limit signs, so it operates under the standard rural limit. It is also next to a school zone, which has temporary 60 km/h speed zones during school times, and the area has recently been upgraded.

During discussion, the committee noted that many rural roads have similar pedestrian activity. Under the speed-limit guidelines, a risk-based desktop assessment should be carried out to check whether the 100 km/h limit is suitable. This assessment crash history, the classification of the road, its width, shoulder conditions, hazards, and many other site conditions.

If the assessment confirms that 100 km/h is appropriate, no new signage will be required, and the outcome may simply be recorded on file without further committee approval. This approach is consistent with the process used for other rural roads with default speed limits. It was agreed that a risk-based assessment would be undertaken in response to the customer request and that, if the assessment confirms the current speed limit is appropriate, the matter would be recorded on file with no further action required.



6.3 Craig Street/ Chippendale Street and Lynch Road, Ayr Discussion

Mr. Ryder requested an update on Craig Street, Ayr, as Council had sought a letter of support from the Queensland Fire Department (QFD) for its funding application. QFD processed the request through its internal channels, which resulted in the letter being provided to the Council. Mr. Pappalardo advised that an application had been lodged, and the letter of support was included in the final application. The project is now awaiting the funding decision.

Mr. Ryder also asked about the planned road upgrade. It was noted that the road is proposed to be constructed as trunk infrastructure rural arterial road to a standard with upgraded intersections designed to accommodate large vehicles and improve emergency service access. The highway intersection will also be upgraded, including changes to turning arrangements for vehicles entering and exiting Craig Street, Ayr.

6.4 Giddy Road, and McDesme Road, Ayr Update

Mr. Lazzarini sought an update on Giddy Road and McDesme Road, Ayr. It was noted that signage along the Bruce Highway indicating directions for northbound and southbound traffic has been installed.

Mr. Riseley reported that the first stage of the data collection has been completed, with the second stage data expected to be finalised within four to six weeks. The final data collection will be undertaken during peak cane-harvest and tourist periods to better understand seasonal impacts.

It was noted that the monitoring cameras appear to have influenced driver behaviour, with some motorists slowing down after mistaking them for speed enforcement devices.

There being no further business, the meeting closed at 11:10am

The next meeting will be held on Wednesday, 19 August 2026 at 10:30am.

Councillor M. Musumeci.

Chairman

CLIENT SERVICES

6.1.1. Information and Cyber Security Policy

File Reference: 1882

Report Author: Dirk Dabelstein, ICT Coordinator

Authoriser: Eileen Devescovi, Manager Client Services

Meeting Date: 23 June 2026

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Support and improve Council's operational performance through the delivery of innovative, efficient, and effective ICT solutions.
- Through digital platforms, improve access to information.

Burdekin Shire Council Operational Plan 2025-2026

IM1 Establish Information Management Standards and Controls.

IM2 Conduct a comprehensive review of information policies on a biennial basis, ensuring updates align with evolving regulatory requirements and industry best practices.

IM5 Strengthen Cyber Security and Access Controls and implement robust cybersecurity protocols to protect sensitive data from unauthorised access, breaches, and cyber threats.

Executive Summary

This policy ensures the Council adopts a consistent and risk-based approach to information and cyber security, supporting the confidentiality, integrity and availability of its information assets. The policy has been updated to align with the current Queensland Government Information and Cyber Security Policy. Burdekin Shire Council is responsible for a significant amount of information, and this policy will improve the protection of services to Burdekin residents and maintain a focus on continuous improvement of information security to enhance organisational resilience.

Officer's Recommendation

That Council adopts the revised Information and Cyber Security Policy as attached to this report.

Background

The Information Security Policy was initially adopted in 2018 following a Queensland Audit Office recommendation regarding information systems security and was subsequently reviewed and adopted by Council on 23 November 2021. In 2023, an interim Certex Quality Audit identified the need to update the policy to reflect the ISO/IEC 27001:2022 standard, ensuring alignment with contemporary requirements. The review also recommended reducing the policy review cycle from 36 months to 24 months. The policy was due for review and has been updated to reflect the changes in the current Queensland Government Information and Cyber Security Policy including a title change from Information Security Policy and review timing from 36 months to 24 months.

Consultation

Information Management Coordinator
Senior Leadership Group
Executive Leadership Team
Council Workshop - 16 June 2026

Budget & Resource Implications

Not Applicable.

Legal Authority & Implications

Information Privacy Act 2009 (Qld)
Information Privacy and Other Legislation Amendment Act 2023
Local Government Act 2009 (Qld)
Public Records Act 2002 (Qld)

Policy Implications

Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)

Risk ID - 10 - Substantial or major loss or corruption of records or data.
Risk ID - 233 - Significant successful cyber-attack targeting Council's critical business or ICT systems.
Risk ID - 235 - Breach of Council's corporate systems due to ineffective cyber security controls

Attachments

1. Information and Cyber Security Policy

Policy Type	Corporate
Function	Information Management
Policy Owner	Manager Client Services
Policy Contact	Information Management Coordinator
Effective Date	28 November 2023

Purpose

This policy will improve the protection of services to Burdekin residents and maintain a focus on continuous improvement of information security to enhance organisational resilience.

Burdekin Shire Council is responsible for a significant amount of information. To ensure trust and deliver business value, it is critical that this information is protected appropriately.

This policy seeks to ensure Council applies a consistent, risk-based approach, to the implementation of information and cyber security to maintain confidentiality, integrity and availability.

Scope

The scope of this policy includes:

- All areas of the organisation where information, applications and technology could impact service delivery to Burdekin residents or the running of the business of Burdekin Shire Council (including supply chain management).
- All activities affected by information security across all information, applications, technologies, and infrastructure.
- All Information security and cyber security activities including the protection of information and systems from unauthorised access, use, disclosure, disruption, modification, or destruction to ensure confidentiality, integrity, and availability.

All cyber security activities which support the ability to plan, protect, detect, respond to, and recover from cyber threats.

Exceptions

Nil.

Objectives

The objectives of this policy are to ensure that information is:

- handled with due care and in accordance with authorised procedures.
- available only to people who have a legitimate 'need-to-know' to fulfil their official duties or contractual responsibilities.
- only released in accordance with Council policies and legislative requirements and directives of the Government and the courts.

The implementation of this policy will:

- enable Council to predict and respond to the changing threat environment.
- enable Council to align to international best practice approaches.

- facilitate a systematic approach to risk and improve decision making.
- provide a flexible and tailored approach to meet Council's business needs and risk appetite in an increasingly complex information and communications technology (ICT) and business environment.
- allow for independent security system reviews to provide an increased level of confidence and trust in government.
- support better allocation of time and resources to security challenges relevant to Council.
- leverage increasing industry adoption of ISO 27001 which will assist in aligning requirements and improve transparency when using cloud and managed services.
- support timely incident reporting, enabling a collective understanding on incidents that may have whole-of-government impacts, and improve prioritisation of targeted incident response support to Council.

Policy Statement

The Council will identify and manage information and cyber security risks to services, information, applications, and technologies throughout their lifecycle.

Policy Requirements

Council will adhere to the following policy requirements. The requirements are based on the Queensland Government *Information and cyber security policy* (IS18):

Requirement 1: Council shall implement an ISMS based on ISO 27001

Council shall implement and operate an ISMS based on the current version of *ISO 27001 Information security, cybersecurity and privacy protection - Information security management systems – Requirements*. The scope of the ISMS will include the protection of all information, application and technology assets.

Requirement 2: Council shall apply a systematic and repeatable approach to security risk management

Risk management is an integral part of operating an ISMS. Council must integrate information security risks as part of its ISMS into corporate governance and risk management frameworks and processes. This will ensure that security risk management considers the strategic and operational business impacts and is responsive to the changing threat landscape.

Council will also consider the enterprise security risks associated with operational technology (OT). Council will ensure OT is being holistically governed.

The security risk management of OT will consider the unique requirements, stakeholders, and attributes of OT, including safety, environmental and asset protection systems. Council shall also consider the adoption of internationally recognised OT industry standards and frameworks.

Requirement 3: Council shall meet minimum security requirements

To ensure a consistent information security approach and promote information sharing, Council shall comply with the:

- Queensland Government Information Security Classification Framework (QGISCF)
- Data encryption standard
- Queensland Government Authentication Framework (QGAF)

Council will also implement the *Australian Signals Directorate's (ASD) Essential Eight Strategies*. This includes the selection of Maturity Level target(s), with control selection *Essential Eight guideline* and application based on Council's risk appetite.

Requirement 4: The Chief Executive Officer (CEO) shall obtain security assurance¹ for systems

Every system is unique and security assurance should be applied sensibly and appropriately. The CEO will obtain security assurance to establish an understanding of information security protections and adherence to this policy.

The level of security assurance applied to systems must be based on the criticality/significance of the system, using the business impact levels determination methodology outlined in the *QG/SCF*.

Council will conduct cyber incident simulations at least annually to test its response plans.

Requirement 5: The Chief Executive Officer (CEO) shall attest to the appropriateness of Council's information security

Council will undertake an annual information security assessment to evaluate information security maturity, identify risks, and ensure compliance with this policy. The annual assessment will be based on the Queensland Government's information security annual return.

The CEO will:

- Endorse the Information security annual assessment.
- Attest to Council's information security posture and the compliance of its ISMS.

Endorsement must be obtained from the CEO through Council's Audit and Risk Committee.

The attestation must be reported to the Audit and Risk Committee, and the scope must include the current ISMS and acknowledge the existence of an approved operational maturity uplift plan (see ISO 27001 – clauses 6 and 8.1).

Risk Management

The policy supports Council's strong commitment to transparency, accountability and adherence to the governance framework.

The policy mitigates the risk of inappropriate use of information assets within Council.

Legislation

Information Privacy Act 2009 (Qld)

Information Privacy and Other Legislation Amendment Act 2023

Local Government Act 2009 (Qld)

Public Records Act 2002 (Qld)

Definitions and Abbreviations

Council means Burdekin Shire Council.

Cyber Security Cyber security is a specialised field within the larger domain of information security. It focuses on protecting digital information, computer systems, networks and devices from cyber threats like malware, hacking, and data breaches.

¹ See the Definitions and Abbreviations section for the meaning of security assurance.

Information and Communications Technology (ICT)

Information and communications technology (ICT) is an extensional term for information technology (IT) that stresses the role of unified communications and the integration of telecommunications (telephone lines and wireless signals) and computers, as well as necessary enterprise software, middleware, storage and audio-visual, that enable users to access, store, transmit, and manipulate information. (Wikipedia, 2021)

Information Technology (IT)

Information technology (IT) is the use of computers to store, retrieve, transmit, and manipulate data or information. IT is typically used within the context of business operations as opposed to personal or entertainment technologies. IT is considered to be a subset of information and communications technology (ICT). An information technology system (IT system) is generally an information system, a communications system, or, more specifically speaking, a computer system – including all hardware, software, and peripheral equipment – operated by a limited group of users. (Wikipedia, 2021)

Information Security (IS)

The protection of information and information systems from unauthorised access, use, disclosure, disruption, modification, or destruction in order to provide confidentiality, integrity, and availability. (National Institute of Standards and Technology - U.S. Department of Commerce, 2021)

Information Security Management System (ISMS)

An ISMS is a holistic approach to securing the confidentiality, integrity, and availability (CIA) of corporate information assets. It consists of policies, procedures and other controls involving people, processes, and technology. Informed by regular information security risk assessments, an ISMS is an efficient, risk-based, and technology-neutral approach to keeping your information assets secure. (IT Governance Ltd, 2021)

Operational Technology (OT)

Operational technology (OT) is the hardware and software used to monitor and control physical processes, devices, and infrastructure. Examples of operational technology can include Supervisory Control and Data Acquisition (SCADA) systems and GPS fleet management systems.

Security Assurance

Measure of confidence that the security features, practices, procedures, and architecture of an information system accurately mediates and enforces the security policy. (National Institute of Standards and Technology - U.S. Department of Commerce, 2011)

Related Documents

Reference Number	Document Title
Refer Queensland Government Enterprise Architecture	Queensland Government Information and cyber security policy (IS18)
	Queensland Government Information Security Classification Framework (QGISCF)
	Data encryption standard
	Queensland Government Authentication Framework (QGAF)
	Queensland Government information security assurance and classification guideline

Refer to the International Organisation for Standardisation	ISO/IEC 27001:2022 Information security, cybersecurity and privacy protection - Information security management systems – Requirements
Refer to the Australian Signals Directorate (ASD)	Australian Signals Directorate's (ASD) Essential Eight Strategies
	Essential Eight guideline

Document History and Version Control

Title of Document	Information and Cyber Security Policy
Document Reference Number	ICT-POL-0004 Rev 3
Review Schedule	24 months
Council Meeting Date	28 November 2023
Council Resolution Number	1786613

FINANCIAL SERVICES

6.3.1. Code of Competitive Conduct - Business Activities

File Reference: 918

Report Author: Jenny Manganaro, Manager Financial Services

Authoriser: Kim Olsen, Director Corporate and Community Services

Meeting Date: 23 June 2026

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.

Executive Summary

This report outlines the legislative requirements relating to Business Activities of Local Governments and identifies Council's prescribed business activities.

Officer's Recommendation

That Council:

1. determines that none of its business activities satisfy the statutory threshold for classification as a significant business activity; and
2. determines that the code of competitive conduct should not apply to the Caravan Parks as a prescribed business activity for the 2026/27 financial year as Council considers the cost of applying the code will outweigh the benefits of applying the code.

Background

The *Local Government Act 2009* provides the framework and requirements in relation to Business Activities for Local Governments.

Section 45 of the *Local Government Act 2009* states that a Local Government's annual report for each financial year must:

- a. contain a list of all the business activities that the Local Government conducted during the financial year; and
- b. identify the business activities that are significant business activities; and
- c. state whether or not the competitive neutrality principle was applied to the significant business activities, and if the principle was not applied, the reason why it was not applied; and
- d. state whether any of the significant business activities were not conducted in the preceding financial year, i.e. whether there are any new significant business activities.

The *Local Government Act 2009* defines a business activity as trading in goods and services by the Local Governments.

Section 47(7) of the Act requires that a Local Government must decide each financial year, by resolution, whether or not to apply the code of competitive conduct to a business activity prescribed under a regulation.

Section 47(8) of the Act requires that if the Local Government decides not to apply the code of competitive conduct to the business activity, the resolution must state reasons for not doing so.

Section 39 of the *Local Government Regulation 2012* defines a prescribed business activity as one in which the amount of current expenditure for the business activity for the previous financial year is \$340,000.00 or more. Current expenditure is defined under section 39 of the *Local Government Regulation 2012* as the total amounts spent in conducting the activity for the year which includes operational costs, administrative and overhead costs, cost of resources and depreciation.

Under section 43(4) of the *Local Government Act 2009*, a prescribed business activity becomes a significant business activity of a Local Government if it is conducted in competition, or potential competition, with the private sector (including off-street parking, quarries, sporting facilities, for example); and meets the threshold prescribed under a regulation. It does not include a building certifying activity, roads activity or library services.

Under the *Local Government Regulation 2012*, this threshold is expenditure that is at least \$9.7m for the financial year ending immediately before the current financial year unless a Local Government has a combined water and sewerage business, in which case the threshold is 10,000 or more premises being connected to a water service as at 30 June of the financial year ending immediately before the current financial year. Council does not have more than 10,000 premises connected to a water service, therefore does not meet the threshold to be recognised as a significant business activity.

During the 2025/26 financial year, Council operated the following business activities:

- Waste Collection
- Water
- Sewerage
- Caravan Parks

None of the above activities satisfied the statutory threshold for classification as a significant business activity with the exception of the Caravan Parks.

Application of the code of competitive conduct to the above business activities is not recommended as it is considered that the cost of applying the code will outweigh the benefits. However, Council will consider the competitive neutrality principle when setting prices relating to the business activities. This will involve the determination of a fair and equitable pricing regime based on full cost pricing principles.

Consultation

The requirements of the legislation and Council's Business Activities were considered by management, and these details were discussed at a Council Workshop held on 16 June 2026.

Budget & Resource Implications

There are internal administrative costs associated with applying the code of competitive conduct. The proposed resolution will minimise these costs.

Legal Authority & Implications

Local Government Act 2009

Local Government Regulation 2012

Policy Implications

Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)

Not Applicable.

Attachments

None

FINANCIAL SERVICES

6.3.2. Related Party Disclosure Policy and Ordinary Citizen Transactions Listing

File Reference: 1675

Report Author: Jenny Manganaro, Manager Financial Services

Authoriser: Kim Olsen, Director Corporate and Community Services

Meeting Date: 23 June 2026

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Undertake regulatory responsibilities in accordance with legislative obligations.

Executive Summary

Council is required to disclose material related party relationships, transactions and outstanding balances, including commitments in its annual general purpose financial statements in accordance with the Australian Accounting Standard AASB 124 Related Party Disclosures.

Council can also determine transactions which can be classified as “ordinary citizen transactions” (OCTs) which may not require disclosure where they are made on same terms and conditions as offered to the general public.

Officer's Recommendation

That Council:

1. adopts the Related Party Disclosure Policy, as attached to this report; and
2. adopts the "Ordinary Citizen Transactions".

Background

Council is required by section 177 of *Local Government Regulation 2012* to prepare general purpose financial statements in accordance with Australian Accounting Standards. The Australian Accounting Standard AASB 124 Related Party Disclosures has been determined by the Australian Accounting Standards Board to apply to not-for-profit public sector entities from 1 July 2016.

Council must disclose material related party relationships, transactions and outstanding balances, including commitments in the annual financial statements.

The objective of the accounting standard is to ensure Council's financial statements contain disclosures necessary to draw attention to the possibility that its financial position and profit or loss may have been affected by the existence of related parties and by transactions and outstanding balances, including commitments, with such parties.

The Related Party Disclosures Policy's objective is to ensure compliance with Australian Accounting Standards and Interpretations in relation to Related Party Disclosures required for Council's annual financial statements.

Consultation

The Related Party Disclosure Policy has been presented to the Audit and Risk Committee on 6 May 2026 and workshopped with Council on 16 June 2026.

Budget & Resource Implications

Staff time to collate and review information.

Legal Authority & Implications

Local Government Act 2009 section 104 (5) (b) (i)

Local Government Regulation 2012 section 177

Australian Accounting Standard AASB 124 Related Party Disclosures

Policy Implications

This policy replaces the existing Related Party Disclosure Policy which was adopted on 25 June 2024.

Risk Implications (Strategic, Operational, Project Risks)

The policy supports Council's strong commitment to transparency, accountability and adherence to the governance framework.

The policy mitigates the risk of non-disclosure of related party transactions (financial and non-financial) in Council's annual Financial Statements.

The policy also mitigates the risk of unauthorised access to personal information of Key Management Personnel and other related parties.

Attachments

1. Related Party Disclosure Policy
2. Fact Sheet - Related Party Disclosure - Ordinary Citizen Transactions

Policy Type	Corporate
Function	Financial Management
Policy Owner	Manager Financial Services
Policy Contact	Financial Management Coordinator
Effective Date	23 June 2026

Purpose

To provide guidance in the application and compliance with the Australian Accounting Standard AASB124 Related Party Disclosures and the Australian Implementation guidance for not-for-profit public sectors.

Scope

This policy applies to related party transactions which occur between Council, Key Management Personnel (KMP) and related parties.

Policy Statement

Council will have regard to relevant Australian Accounting Standards and Local Government legislation definitions of KMP and senior management. Council will also consider its organisational structure in determining who are KMPs.

Council will identify any entities and KMP that fall within these definitions and Council will require a KMP to disclose:

- close family members;
- entities they or their close family members control or jointly control; and
- entities they have significant influence over or are a member of the KMP of the entity.

Council will at a minimum annually review the related parties of Council and capture changes during the period.

KMPs will complete a self-declaration of related parties in the Related Party Transaction Notification form (RPT Notification), which is in addition to the disclosures of interests required under the *Local Government Act 2009* and *Local Government Regulation 2012*. They will be required to annually confirm their related parties and advise the Manager Financial Services or the Financial Management Coordinator within 30 days of any changes to their related parties.

In addition to the self-declaration Council will undertake additional processes to capture potential related parties.

Council will determine which financial transactions can be classified as ordinary citizen transactions (OCTs). These transactions are those which are generally immaterial and are undertaken with Council's related parties on the same terms and conditions offered to the general public.

KMP will determine the listing of OCTs taking into consideration the below principles:

- The terms and conditions are the same as offered to the general public.
- The value of the transaction is immaterial i.e. of low value.
- The transaction would be unlikely to influence the decisions of users of Council's financial statements.

The listing should be reviewed by the Audit and Risk Committee and approved by Council every two years in alignment with the review of this policy.

The following **will** be identified as related party transactions:

- transactions not on normal terms and conditions to the general public;
- infrastructure charges;
- development applications;
- writing off bad debt;
- purchase of goods or services, regardless of conditions.

Council will prepare and report related party disclosures in accordance with AASB124 Related Party Disclosures.

Exceptions

Nil.

Objectives

The main objective of this policy is to ensure compliance with Australian Accounting Standards and Interpretations and Legislation in relation to Related Party Disclosures required for Council's annual financial statements.

Privacy

Information provided by KMP, and other related parties is retained for Council's compliance and legal obligations and shall be disclosed where required for compliance or legal reasons only. Applications seeking access to information within either Related Party Disclosure Forms or information in the Register of Related Party transactions will be considered, assessed and determined in accordance with the Right to Information Act 2009 and the Information Privacy Act 2009.

Risk Management

The policy supports Council's strong commitment to transparency, accountability and adherence to the governance framework.

The policy mitigates the risk of non-disclosure of related party transactions (financial and non-financial) in Council's annual Financial Statements.

The policy also mitigates the risk of unauthorised access to personal information of Key Management Personnel and other related parties.

Legislation

Australian Accounting Standards and Interpretations – AASB124 Related Party Disclosures

Information Privacy Act 2009

Local Government Act 2009

Local Government Regulation 2012

Right to Information Act 2009

Definitions and Abbreviations

Related Party	is a person or entity that is related to Council.
Related	is a person or a close member of that person's family is related to the reporting entity (Council) if that person: <ul style="list-style-type: none">• has control or joint control of the reporting entity;• has significant influence over the reporting entity; or• is a member of the key management personnel of the reporting entity or of the parent of the reporting entity.
Related Entity	is a subsidiary, associate or joint venture or any other entity that is controlled or jointly controlled by related persons.
Related Entity to Council	is an entity that is controlled by Council, jointly controlled by Council or over which Council has significant influence. A post-employment benefit plan for the benefit of employees of either Council or an entity related to Council is also a related entity.
Related Person	includes Key Management Personnel (KMP) of Council and close family members of KMPs.
Related Party Transaction	is a transfer of resources, services or obligations between Council and a related party, regardless of whether a price is charged. Examples of related party transactions are: <ul style="list-style-type: none">• purchases or sales of goods;• purchases or sales of property and other assets;• rendering or receiving of services;• rendering or receiving of goods;• development applications;• leases;• provision of guarantees or collateral;• commitments to do something if a particular event occurs or does not occur in the future;• settlement of liabilities on behalf of Council or by Council on behalf of that related party.
Close members of a family	of a person are those family members who may be expected to influence, or be influenced by, that person in their dealings with Council and include: <ul style="list-style-type: none">• that person's children and spouse or domestic partner;• children of that person's spouse or domestic partner;• dependants of that person or that person's spouse or domestic partner
Control	is the power to govern the financial and operating policies of any entity so as to obtain benefits from its activities.
Key Management Personnel (KMP)	are those persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of that entity.
Significant influence	is the power to participate in the financial and operating policy decisions of an entity but is not control or joint control of those policies. Significant influence may be gained by share ownership, statute or agreement.

Senior management are those officers defined as such in the *Local Government Act 2009* s201 and Schedule 4 definition of senior executive management and any other person occupying or acting in their position.

Related Documents

Reference Number	Document Title
FIN-FMI-0001	Privacy Collection Notice
FIN-FMI-0003	Related Party Transaction Notification
FIN-FMI-0004	Confirmation of Related Party Transaction Notification
FIN-FMI-0002	Relieving Position Notification Form
FIN-FAC-0001	Fact Sheet - People and Culture Related Party Disclosures
FIN-FAC-0002	Fact Sheet - Related Party Disclosure - Ordinary Citizen Transactions
FIN-FAC-0003	Fact Sheet - Related Parties to Council through KMP
FIN-FAC-0004	Fact Sheet - Related Entities to Council

Document History and Version Control

Title of Document	Related Party Disclosure Policy
Document Reference Number	FIN-POL-0002 Rev 11
Review Schedule	24 months
Council Meeting Date	23 June 2026
Council Resolution Number	

Ordinary Citizen Transactions

The Ordinary Citizen Transactions have been reviewed and there are no recommended amendments.

Ordinary Citizen Transactions (OCTs) are those which are generally immaterial and are undertaken with Council's related parties on the same terms and conditions offered to the general public.

These transactions do not need to be reported in Council's financial statements.

Where OCTs occur on terms and conditions outside of those offered to the general public or are material, the transaction will be reported in the financial statements.

Key Management Personnel (KMP) are to determine the listing of OCTs taking into consideration the below principles:

- i. The terms and conditions are the same as offered to the general public
- ii. The value of the transaction is immaterial i.e. of low value
- iii. The transaction would be unlikely to influence the decisions of users of Council's financial statements.

The listing should be reviewed by the Audit and Risk Committee and approved by Council every two years which will align it with the review of the Related party Disclosure Policy.

OCTs that do not require disclosure when under usual terms and conditions are:

1. Rates and utility charges
2. Infringements and fines
3. Fees and charges as per Council's register of fees and charges
4. Use of council facilities – e.g. swimming pools, theatre, halls,
5. Attending Council functions that are open to the public
6. Sporting grants (as under specific guidelines)

The following transactions will not be included in OCTs:

- Infrastructure charges
- Development fees
- Writing off bad debts
- Transactions not on normal terms and conditions
- Purchase of goods and services

FINANCIAL SERVICES

6.3.3. Tenders to Establish Registers of Pre-qualified Suppliers for Annual Supply Contracts

File Reference: 631, 632, 633 and 909

Report Author: Leigh Palmer, Purchasing and Stores Supervisor

Authoriser: Jenny Manganaro, Manager Financial Services

Meeting Date: 23 June 2026

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Demonstrate open and transparent decision-making, leadership and financial management.
- Pursue excellence in financial management.
- Responsibly manage Council's financial position to ensure sustainability.
- Support and promote local businesses

Executive Summary

This report to Council is provided to update Council's pre-qualified supplier list for the following items:

- TBSC/25/007 Supply and Delivery of Herbicides
- TBSC/25/008 Supply and Delivery of Bulk Sodium Hypochlorite
- TBSC/25/009 Supply and delivery of Stone Products
- TBSC/25/010 Supply and Delivery of Ready-Mix Concrete

Officer's Recommendation

That Council:

1. accept tender TBSC/25/007 – Supply and Delivery of Herbicides Refresh 1 from Greenway Turf Solutions Pty Ltd as a prequalified supplier and approve the incumbent supplier, Nutrien Ag Solutions Pty Ltd price variation submission;
2. notes that no action is required for TBSC/25/008 – Supply and Delivery of Bulk Sodium Hypochlorite – Refresh 1 as there were no additional submissions;
3. accept tender TBSC/25/009 – Supply and Delivery of Stone Products – Refresh 1 price variation from BQC Quarries Pty Ltd noting that the tenderer is an incumbent supplier; and
4. accept tender TBSC/25/010 – Supply and Delivery of Ready Mixed Concrete – Refresh 1 from Burdekin Concrete Pty Ltd. noting that the tenderer is an incumbent supplier.

Background

Chapter 6 Part 3 Division 3 Section 232(4) of the *Local Government Regulation (2012)* allows a local government to establish a register of pre-qualified suppliers by inviting suppliers to tender to be on a register of pre-qualified suppliers.

The initial term of the tenders listed in this report was two (2) years, with two (2) x 12-month options to extend at Council's discretion. Council opted to run a 'refresh' as per the terms of the contract at the anniversary of the register of pre-qualified suppliers tenders, that is, to enable new suppliers to tender and allow existing pre-qualified suppliers to submit an amended tender if they wish to do so. Price submissions are also permitted throughout the tender period subject to approval.

Using the Tender Schedule of Rates, Authorised Requisitioning Officers (ARO) are to choose the supplier of goods based on the product pricing most advantageous to Council. As well as pricing, the AROs are to consider the sound contracting principles: Open and effective competition; The development of competitive local business and industry; Environmental protection and; Ethical behaviour and fair dealings.

(1) TBSC/25/007 – Supply and Delivery of Herbicides

Two (2) tenders were received for the supply and delivery of herbicide products, one (1) from an existing supplier on Council's Pre-Qualified Supplier list with price adjustments and one (1) new submission.

The tender submission from the existing supplier, Nutrien Ag Solutions, was evaluated however, is an existing supplier on Council's prequalified supplier list. Nutrien Ag Solutions submitted a tender to adjust prices, the tender documentation permits price variations throughout the tender period and a completed submission was not required.

The second tender was from Greenway Turf Solutions. Greenway's score was 42.5% due to pricing being considerably higher except for one (1) alternative product and no local content.

The alternative product submitted is to be reviewed by Environmental Health prior to procuring to ensure that the active ingredients and any co-formulants are suitable, safe, and compliant for the intended use prior to procurement or application.

(2) TBSC/25/008 – Supply and Delivery of Bulk Sodium Hypochlorite

No tenders were submitted for the supplier of Sodium Hypochlorite. Burdekin Shire Council's prequalified supplier list currently has one (1) supplier active on this list.

(3) TBSC/25/009 – Supply and Delivery of Stone Products

One (1) tender was received for the supply and delivery of stone products from an existing supplier on Council's Pre-Qualified Supplier list with price adjustments.

The tender submission was not formally evaluated as the applicant, BQC Quarries, is an existing supplier on Council's prequalified supplier list, and the tender documentation permits price variations throughout the tender period.

Council was contacted by LD & LJ Hillary Pty Ltd to confirm whether a new submission was required for the refresh process. LD & LJ Hillary was advised that this was not necessary, as they are currently on the existing prequalified supplier list.

(4) TBSC/25/010 – Supply and Delivery of Ready Mixed Concrete

One (1) tender was received for the supply and delivery of ready mixed concrete from an existing supplier on Council's Pre-Qualified Supplier list with price adjustments on cartage only and no adjustments to the product prices.

The tender submission was not formally evaluated as the applicant, Burdekin Concrete Pty Ltd, is an existing supplier on Council's prequalified supplier list, and the tender documentation permits price variations throughout the tender period.

Consultation

Tenders were advertised on Council's website, local newspaper and through the Tenders portal on VendorPanel from 22 April 2026 to the closing time of 9:00am 14 May 2026.

Tender submissions were discussed at Council Workshop on 2 June 2026.

Budget & Resource Implications

A comparison between the new submissions and the previous year tender pricing was conducted and the results are as follows.

(1) TBSC/25/007 – Supply and Delivery of Herbicides

Throughout the current tender period, Council has not received any price increases from either of Council's pre-qualified suppliers.

Nutrien Ag Solutions' price variation includes the addition of two (2) requested products that were not previously available. Three (3) prices have remained the same, five (5) prices have decreased and two (2) products have increased in price.

Greenway Turf Solutions Pty Ltd have tendered one (1) product that is cheaper than Council's current supplier.

(2) TBSC/25/008 – Supply and Delivery of Bulk Sodium Hypochlorite

No price variation on the Sodium Hypochlorite has been received from Coogee QCA Pty Ltd with the exception of an increase to the delivery charges, which has risen and fallen in the last three (3) months with the fuel prices.

(3) TBSC/25/009 – Supply and Delivery of Stone Products

There were no price amendments throughout the year on BQC Quarries products however a surcharge was applied and has risen and fallen with the price of fuel.

(4) TBSC/25/010 – Supply and Delivery of Ready Mixed Concrete

The amended price submission is for the transportation of the product. There was no price increase on the product supplied in the last 12 months.

Legal Authority & Implications

Local Government Regulation 2012

Chapter 6 Contracting - Part 3 Default Contracting Procedures

Division 3 Exceptions for medium-sized and large-sized contractual arrangements, Section 232 Exception for register of pre-qualified suppliers

(1) This section applies to a medium-sized contractual arrangement or large-sized contractual arrangement for the supply of goods or services.

(2) A local government may enter into the contract without first inviting written quotes or tenders if the contract is entered into with a supplier from a register of pre-qualified suppliers that is made in compliance with subsections (3) to (7).

(3) 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.

(4) A local government must invite suppliers to tender to be on a register of pre-qualified suppliers.

(5) The invitation must—

(a) be published on the local government's website for at least 21 days; and

(b) allow written tenders to be given to the local government while the invitation is published on the website.

(6) Also, the local government must take all reasonable steps to publish the invitation in another way to notify the public about establishing the register of pre-qualified suppliers publishing an invitation in an industry publication or on the QTenders website.

(7) When selecting a supplier to be a pre-qualified supplier for the register, the local government must have regard to the sound contracting principles.

(8) A pre-qualified supplier is a supplier who has been assessed by the local government as having the technical, financial and managerial capability necessary to perform contracts on time and in accordance with agreed requirements.

Policy Implications

Burdekin Shire Council Procurement Policy

Risk Implications (Strategic, Operational, Project Risks)

Breach of the *Local Government Act* by failing to meet obligations for procurement activities.

Inefficiencies through Council Officers seeking quotations each time goods are required from annual supply contracts.

Negative public perception for Council procurement without completing the public open tender process.

Attachments

None

FINANCIAL SERVICES**6.3.4. PSA00260 - Preferred Supplier Arrangement - Bulk Petroleum and Associate Product Supply - North Queensland Regional Organisations of Council Contract****File Reference:** 1132 and 1586**Report Author:** Leigh Palmer, Purchasing and Stores Supervisor**Authoriser:** Jenny Manganaro, Manager Financial Services**Meeting Date:** 23 June 2026**Link to Corporate/Operational Plan:**

Burdekin Shire Council Corporate Plan 2025-2030

- Demonstrate open and transparent decision-making, leadership and financial management.
- Pursue excellence in financial management.
- Responsibly manage Council's financial position to ensure sustainability

Executive Summary

This report to Council is seeking endorsement for the appointment of preferred suppliers for the following items through Townsville City Council's PSA00260 Tender for Bulk Petroleum and Associated Product Supply:

- Bulk Fuel and Associated Products (Workstream One)
- Oils and Lubricants (Workstream Two)

Officer's Recommendation

That Council:

1. accept Tropic Distributors Pty Ltd as the preferred supplier for Workstream One (Bulk Fuel and Associated Products) under the Townsville City Council supplier arrangement PSA00260.
2. accept Castrol Australia Pty Ltd as the preferred supplier for Workstream Two (Oils and Lubricants) under the Townsville City Council supplier arrangement PSA00260.

Background

Townsville City Council invited tenders for PSA00260 – Supply of Bulk Fuel, Oil, Lubricants and Associated Products on behalf of Townsville City Council, Burdekin Shire Council and Charters Towers Regional Council. The tender was invited using a Public Open Tender process in accordance with Council's procurement framework and probity requirements as outlined in the PSA00260 Tender Evaluation Plan.

The tender was released to the open market, with submissions closing 3:00pm on 15 May 2026.

Tender Market Response

- A total of 607 suppliers were notified of the opportunity via the open tender platform.
- 73 suppliers accessed the tender documentation.
- Five (5) submissions were received by the closing date.

Conformance Assessment

- All submissions were assessed for compliance against the mandatory requirements of the Request for Tender (RFT).
- One (1) submission was deemed non-conforming.
- Non-conformance was identified due to non-compliance with mandatory specifications.

Current Supply Arrangements

- Tropic Petroleum (Tropic Distributors Pty Ltd) is the current supplier for bulk fuel.
- Burdekin Shire Council currently procures oil and kerosene via Castrol and Lowes Petroleum Distributors.

Recommended New Supply Arrangements:

- Tropic Petroleum (Tropic Distributors Pty Ltd) is recommended and achieved the highest overall value for money outcome. The company demonstrated superior capability, has proven operational performance within the region, strong emergency response capability, and a more competitive pricing position relative to other tenderers.
- Castrol is recommended as the primary supplier due to its demonstrated OEM aligned (original equipment manufacturer) product capability, established industry presence, and proven performance supplying Local Government customers.

Chapter 6 Part 3 Division 3 Section 233 allows a Local Government to establish a preferred supplier arrangement by inviting suppliers to tender. The initial term of the appointments listed in this report shall be two (2) years, with two (2) x 12-month options to extend at Council's discretion.

Consultation

PSA000260 Tender was released on 17 April 2026 and this tender closed 9:00am 15 May 2026. PSA00260 was advertised on Burdekin Shire Council's website, Townsville City Council's website, Townsville Bulletin and through VendorPanel Marketplace. The tender evaluation was discussed with Council at their workshop on 16 June 2026.

Budget & Resource Implications

Burdekin Shire Council have estimated an annual combined spend for diesel and unleaded is \$1,000,000.00 with the average annual combined expenditure over the last five (5) years being \$949,855.00. Expenditure will vary dependent on the global fuel prices. Council's estimated annual usage for diesel is 550,000 litres and unleaded is 30,000 litres.

Burdekin Shire Council have an estimated annual spend on various types of oils Council wide from Caltex of \$36,093.73 with the average expenditure over the last five (5) years being \$180,469.65.

Legal Authority & Implications

Local Government Regulation 2012.

Chapter 6 Contracting - Part 3 Default Contracting Procedures.

Division 3 Exceptions for medium-sized and large sized contractual arrangements - 233 exception for a preferred supplier arrangement.

(1) This section applies to a medium-sized contractual arrangement or large-sized contractual arrangement for goods or services if a local government—

(a) needs the goods or services—

(i) in large volumes; or

(ii) frequently; and

(b) is able to obtain better value for money by accumulating the demand for the goods or services; and

(c) is able to describe the goods or services in terms that would be well understood in the relevant industry.

(2) A local government may enter into a contract for the goods or services without first inviting written quotes or tenders if the contract is entered into with a preferred supplier under a preferred supplier arrangement that is made in compliance with subsections (3) to (9).

(3) A local government must invite persons to tender for a preferred supplier arrangement.

- (4)The invitation to tender for a preferred supplier arrangement must—
- (a)be published on the local government’s website for at least 21 days; and
 - (b)allow written tenders to be given to the local government while the invitation is published on the website; and
 - (c)describe the terms of the preferred supplier arrangement.
- (5)Also, the local government must take all reasonable steps to publish the invitation in another way to notify the public about the tender process.

Examples for subsection (5)—

publishing an invitation in an industry publication or on the QTenders website

(6)When selecting a person to be a preferred supplier under a preferred supplier arrangement, the local government must have regard to the sound contracting principles.

(7)The local government must ensure the terms of the preferred supplier arrangement allow the contract to be cancelled for the poor performance of the preferred supplier.

(8)A preferred supplier arrangement may be entered into for a term of more than two (2) years only if the local government is satisfied the longer term will result in better value for the local government.

(9)For subsection (8), the term of a preferred supplier arrangement includes any period provided for under the arrangement by which the term of the arrangement can be extended.

Policy Implications

Burdekin Shire Council Procurement Policy

Risk Implications (Strategic, Operational, Project Risks)

- Breach of the Local Government Act by failing to meet obligations for procurement activities.
- Inefficiencies through Council Officers seeing quotations each time fuel and oils are required.
- Negative public perception of Council procurement without completing the public open tender process.

Attachments

None

FINANCIAL SERVICES

6.3.5. Monthly Financial Report - May 2026

Officer's Recommendation

That the Monthly Financial Report for Period Ending 31 May 2026 be received.

Attachments

1. Monthly Financial Report - May 2026
2. 2025-2026 Capital PCG Report Council - May - CONFIDENTIAL

The following report provides a summary of Council's financial performance to 31 May 2026.

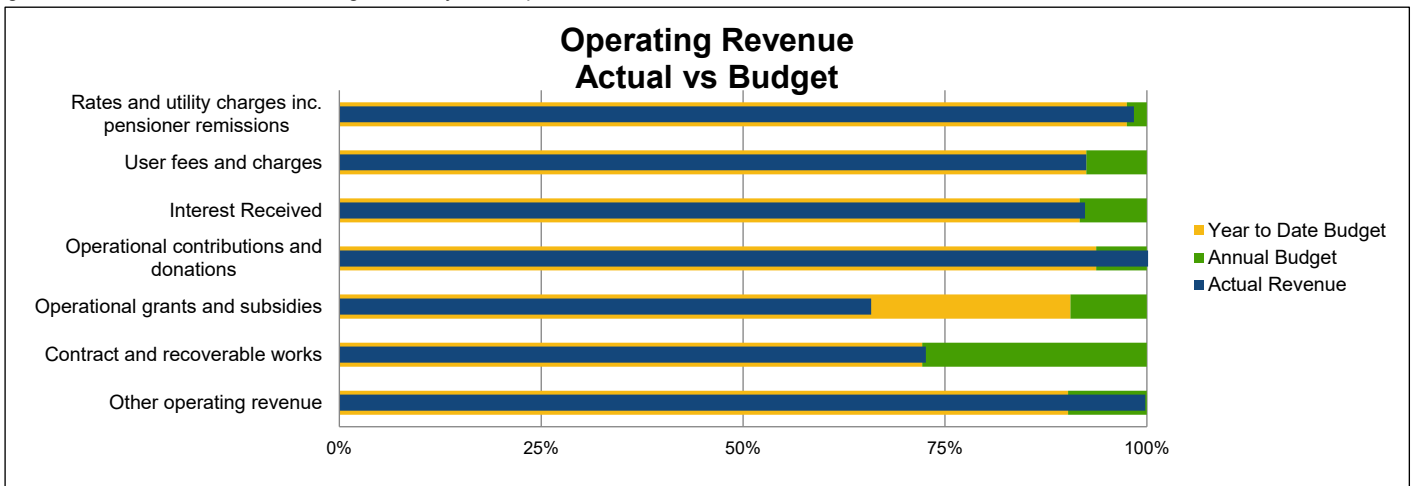
FINANCIAL STATEMENTS AT A GLANCE

As at 31 May 2026	Actual \$	Annual Budget \$	YTD Revised Budget \$	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Total Operating Revenue	66,792,114	75,022,215	70,886,892	-4,094,778	-6%
Total Operating Expenses	63,416,537	77,483,734	69,646,961	-6,230,424	-9%
Operating Position	3,375,577	-2,461,519	1,239,931	2,135,646	172%
Capital Revenue	25,032,810	31,925,786	31,925,786	-6,892,976	-22%
Net Result	28,408,387	29,464,267	33,165,717	-4,757,330	-14%

This report contains financial information for the period ending 31 May 2026. Council's operating position at month end is a \$3.4M surplus.

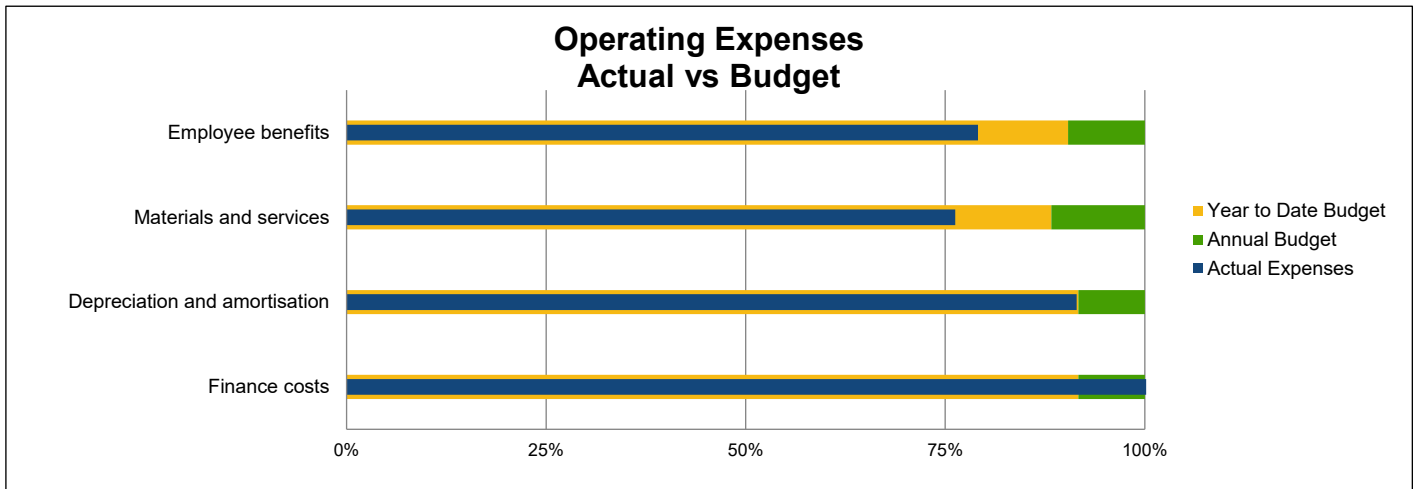
Please note 92% of the year is now completed.

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.



Under Budget:

- Operational grants and subsidies: Disaster Recovery Funding Arrangements (DRFA) works due to wet weather which is impacting timing of claims and reimbursement.



Under Budget:

- Employee benefits: Timing of DRFA works.
 - Materials and services: Timing of DRFA works.

Over Budget:

- Finance costs: Currently 876% over budget. Council does not budget for estimated movements in the Restoration Provision for landfill sites. Annual provision movements include a borrowing cost of \$742,263 which relates to the discounting used to reflect the passage of time until the sites are remediated.

RATES REPORT

ARREARS ANALYSIS

AGEING RATES ARREARS				
2021/22	2022/23	2023/24	2024/25	2025/26
\$ 8,204	\$ 6,768	\$ 93,755	\$ 103,966	\$ 1,084,644

Rate Category	Number of Properties	Value of Arrears
Residential	883	\$ 761,562
Commercial & Industrial	106	\$ 155,877
Grazing & Livestock	19	\$ 34,556
Sugar Cane	102	\$ 200,583
Rural	33	\$ 141,664
Sugar Milling	0	\$ -
Water	0	\$ -
Solar Farms	0	\$ -
Electricity & Telecommunications	12	\$ 24
Other	14	\$ 3,069
Total	1169	\$ 1,297,336

Arrears Snapshot		
Arrears 31 May 2026		\$ 1,297,336
Payments Received for the month		-\$ 44,532,256
% Arrears May 2026		2.61%
% Arrears May 2025		1.86%
Pre-payments May 2026		\$ 1,451,448
Pre-payments May 2025		\$ 1,583,732
Debt Balance under \$500	825	\$ 52,300

DEBT COLLECTION AND RECOVERY

IN HOUSE DEBT COLLECTION

Number of Payments Plans	Value
188	\$204,240

SALE OF LAND FOR ARREARS

Status	Properties
As at May 2026, two properties remained on the Sale of Land for Arrears list. Both properties had proceeded to Public Auction at 12.00 pm on Wednesday, 29 April 2026, at the Burdekin Theatre, where contracts of sale were executed on the day. Settlement for both properties is scheduled for June 2026.	2

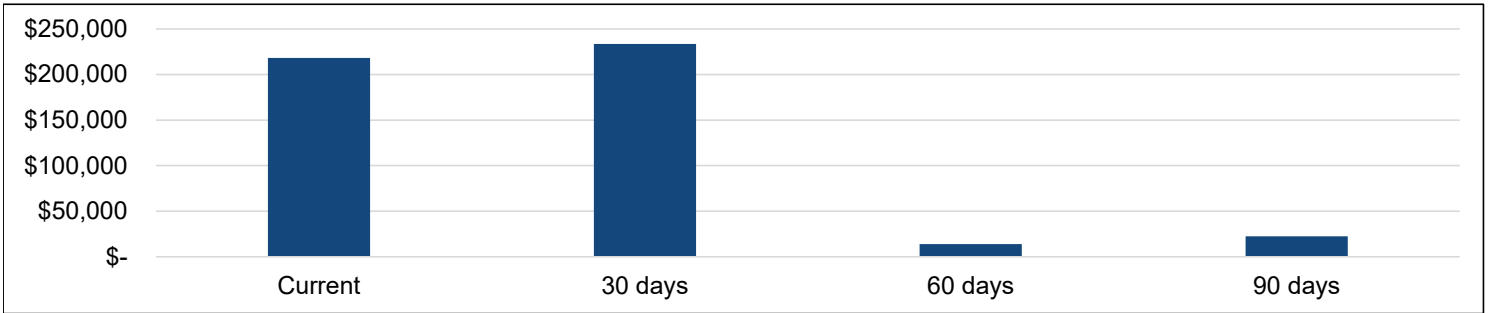
EXTERNAL DEBT COLLECTION - COLLECTION HOUSE

Status	Accounts	Value
Broken Arrangement	5	\$ 10,377
Current Arrangement	30	\$ 155,016
Contact Required	22	\$ 55,369
Hardship	3	\$ 9,110
File on Hold - Awaiting Information	2	\$ 2,311
Legal Request	1	\$ 2,003
Hold - Notice of Auction Issued	2	\$ 43,589
Information Request	6	\$ 10,427
Judgment Requested	2	\$ 6,542
Lump Sum	8	\$ 22,994
New Account	124	\$ 280,093
Client Review - Legal Action	51	\$ 239,554
Settlement	4	\$ 7,587
Summons at Court	1	\$ 6,975
Promise to Pay in Full Broken	10	\$ 31,598
Judgement Request	2	\$ 6,542
Summons Unserved	2	\$ 48,574

ACCOUNTS RECEIVABLE REPORT

Sundry Debtors

DEBTORS AGEING REPORT



DEBT CATEGORIES

Category	Accounts	Value
Showgrounds	5	\$ 4,201
Burdekin Memorial Hall	1	\$ 2,756
Burdekin Theatre	3	\$ 15,292
General	68	\$ 233,427
Government Department	2	\$ 141,024
Waste	14	\$ 45,905
Restitution	1	\$ 4,844
RMA Program	5	\$ 5,059
Sporting Body (Interest Free Loans)	3	\$ 35,867
Total		\$ 488,375

EXTERNAL DEBT COLLECTION

Collection House	4 Files	\$ 7,523
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Trade Waste Debtors

DEBTORS AGEING REPORT



CASH AND INVESTMENTS REPORT

		Compliant	Policy Condition
Total Cash and Investments	\$ 97,678,298		
Investments within A1+ S & P Short Term Ratings	52.92%	✓	(maximum 75%)
Counterparty Limits - CBA	13.42%	✓	(maximum 30%)
Counterparty Limits - WBC	13.42%	✓	(maximum 30%)
Counterparty Limits - Suncorp	15.49%	✓	(maximum 30%)
Counterparty Limits - NAB	10.32%	✓	(maximum 30%)
Counterparty Limits - Bendigo Bank	5.16%	✓	(maximum 10%)
Counterparty Limits - Queensland Country Bank	4.13%	✓	(maximum 10%)

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	\$ 36,860,852	4.92%	Ongoing	N/A	A1+
Commonwealth Bank of Australia	Term Deposit	\$ 5,000,000	4.49%	10/06/2026	10	A1+
Commonwealth Bank of Australia	Term Deposit	\$ 8,000,000	4.49%	10/06/2026	10	A1+
National Australia Bank	Term Deposit	\$ 5,000,000	4.45%	04/06/2026	4	A1+
National Australia Bank	Term Deposit	\$ 5,000,000	4.50%	18/06/2026	18	A1+
Suncorp Bank	Term Deposit	\$ 5,000,000	4.54%	10/06/2026	10	A1+
Suncorp Bank	Term Deposit	\$ 5,000,000	4.72%	05/08/2026	66	A1+
Suncorp Bank	Term Deposit	\$ 5,000,000	5.00%	18/08/2026	79	A1+
Westpac Banking Corporation	Term Deposit	\$ 3,000,000	4.45%	08/07/2026	38	A1+
Westpac Banking Corporation	Term Deposit	\$ 5,000,000	4.50%	04/06/2026	4	A1+
Westpac Banking Corporation	Term Deposit	\$ 5,000,000	4.70%	13/08/2026	74	A1+
Bendigo Bank	Term Deposit	\$ 2,000,000	5.10%	19/09/2026	111	A2
Bendigo Bank	Term Deposit	\$ 3,000,000	5.30%	27/11/2026	180	A2
Queensland Country Bank	Term Deposit	\$ 2,000,000	4.85%	04/09/2026	96	A2
Queensland Country Bank	Term Deposit	\$ 2,000,000	5.25%	28/09/2026	120	A2
Total Investments		\$ 96,860,852				

CASH HELD BY COUNCIL IN BANK ACCOUNTS

Financial Institution	Description	Principal	Interest Rate	Maturity Date	Days to Maturity	S&P Short Term Rating
Commonwealth Bank of Australia	General Account	\$ 687,472	4.85%	31/05/2026	0	A1+
Queensland Country Bank	General Account	\$ 129,973	1.65%	31/05/2026	0	A2
Total Cash at Bank		\$ 817,445				

TOTAL CASH AND INVESTMENTS

Total Cash and Investments	\$ 97,678,298
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INVESTMENT INTEREST RATE PERFORMANCE

Weighted Average Interest Rate	4.76%
Target Interest Rate (to be no lower than QTC)	4.92%

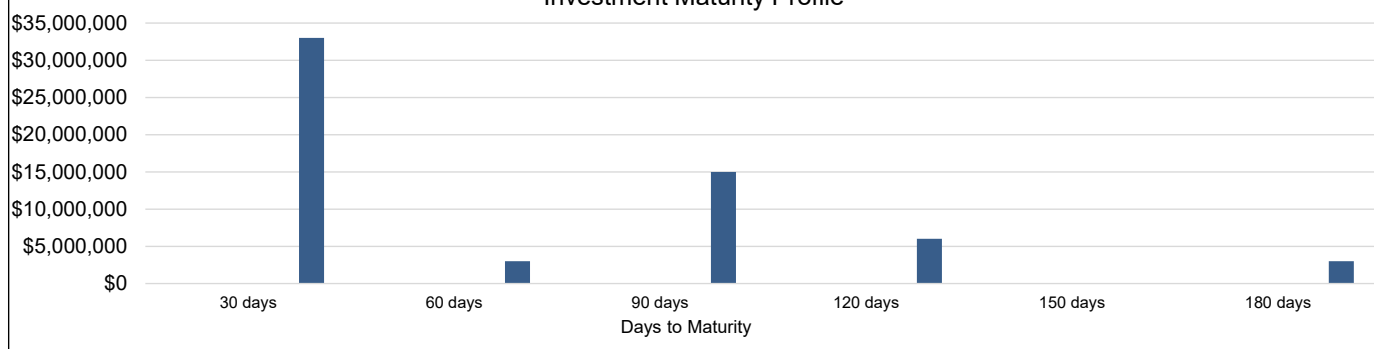
CREDIT RATING LIMITS

S&P Short Term Rating	Policy Limit	Principal	%
Queensland Treasury Corporation	No Limit	\$ 36,860,852	37.74%
A1+	75%	\$ 51,687,472	52.92%
A2	25%	\$ 9,129,973	9.35%

INVESTMENT ONLY COUNTERPARTY LIMITS

Financial Institution	Policy Limit	Principal	%
Queensland Treasury Corporation	No Limit	\$ 36,860,852	38.06%
Commonwealth Bank of Australia	30%	\$ 13,000,000	13.42%
Suncorp Bank	30%	\$ 15,000,000	15.49%
Westpac Banking Corporation	30%	\$ 13,000,000	13.42%
National Australia Bank	30%	\$ 10,000,000	10.32%
Bendigo Bank	10%	\$ 5,000,000	5.16%
Queensland Country Bank	10%	\$ 4,000,000	4.13%

Investment Maturity Profile



OVERVIEW OF COUNCIL'S CAPITAL PROJECTS

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

Capital project expenditure to 31 May is \$38,436,751 in addition to this, there is \$9,714,087 of commitments. Therefore totalling \$48,150,838.

FINANCIAL OVERVIEW BY ASSET CATEGORY

Asset Category	Original Budget	Revised Budget	Actuals & Accruals	Commitments	Total
Client Services	\$ 121,500	\$ 382,037	\$ 331,751	\$ 19,379	\$ 351,130
Corporate and Community Services	\$ 1,357,000	\$ 2,997,202	\$ 2,099,295	\$ 293,813	\$ 2,393,108
Economic Development	\$ 49,690	\$ 49,690	\$ 47,489	\$ -	\$ 47,489
Technical Services	\$ 14,381,162	\$ 18,801,792	\$ 9,141,572	\$ 5,697,727	\$ 14,839,299
Environmental Health	\$ 2,202,000	\$ 1,043,100	\$ 605,698	\$ 671,098	\$ 1,276,796
Parks and Gardens	\$ 1,305,000	\$ 1,462,638	\$ 839,906	\$ 708,797	\$ 1,548,703
Waste Water	\$ 1,685,000	\$ 1,835,076	\$ 960,319	\$ 533,837	\$ 1,494,156
Water	\$ 25,555,370	\$ 28,120,953	\$ 24,410,722	\$ 1,789,437	\$ 26,200,158
TOTAL	\$ 46,656,722	\$ 54,692,488	\$ 38,436,751	\$ 9,714,087	\$ 48,150,838

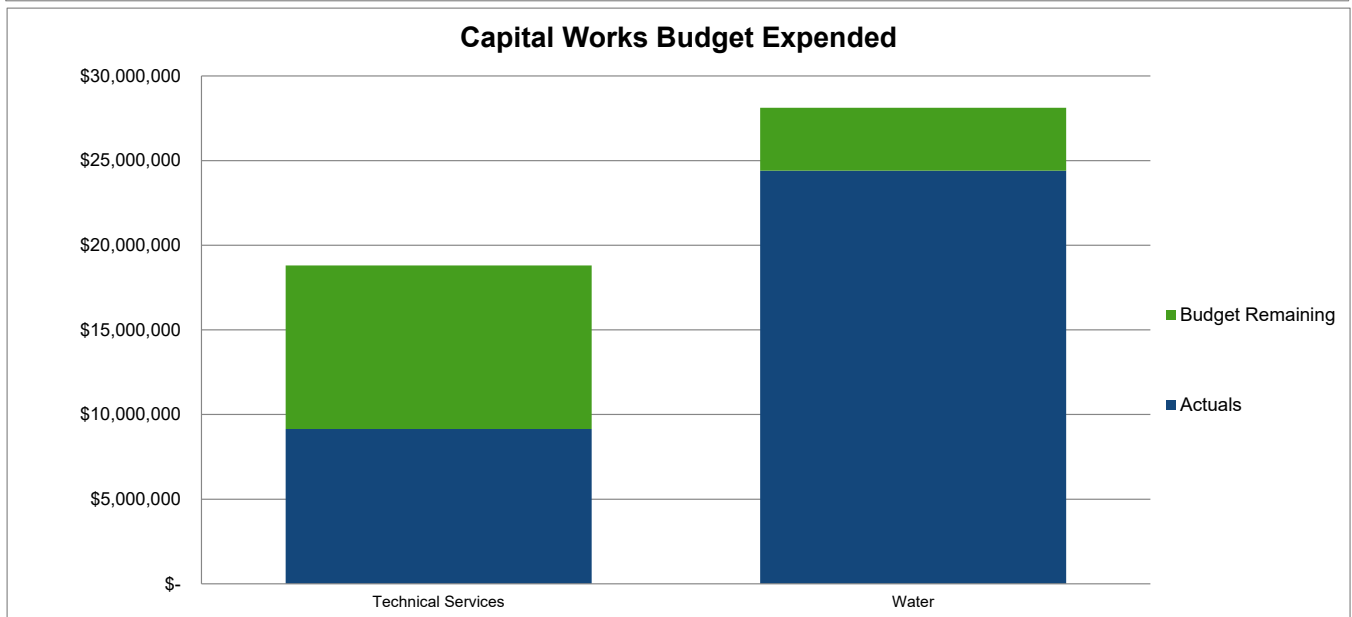
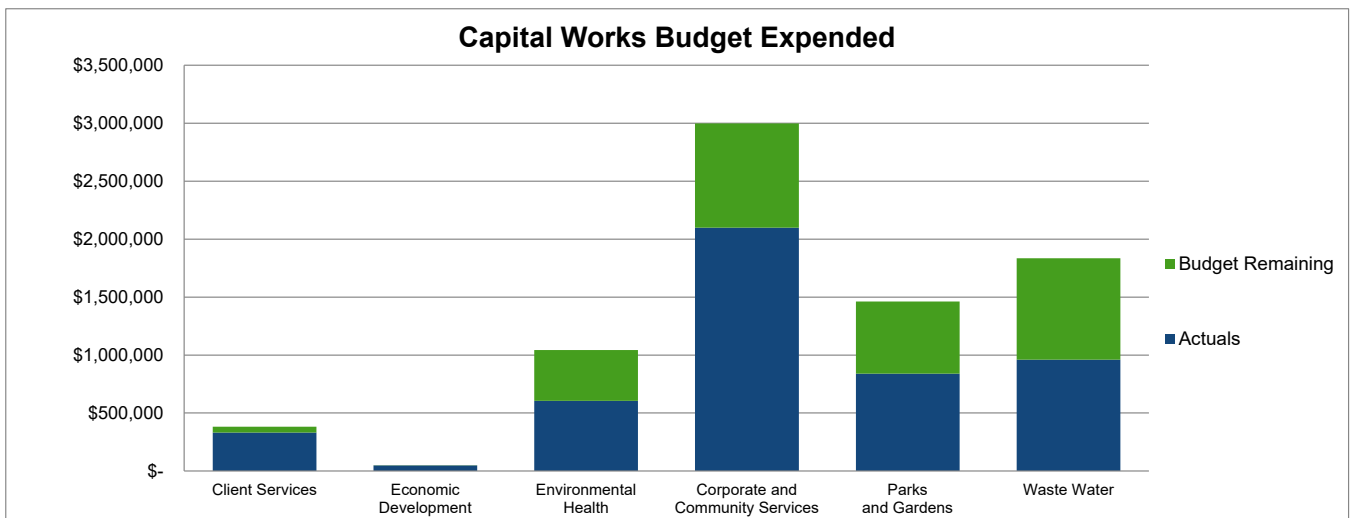
Environmental Health

- Commitments include a purchase order raised for demolition of the existing amenities buildings and construction of new amenities building at the Ayr Aquatic Centre funded by Works for Queensland grant. This budget was split between financial years, with the 2026/27 allocation reflected in the second budget revision.

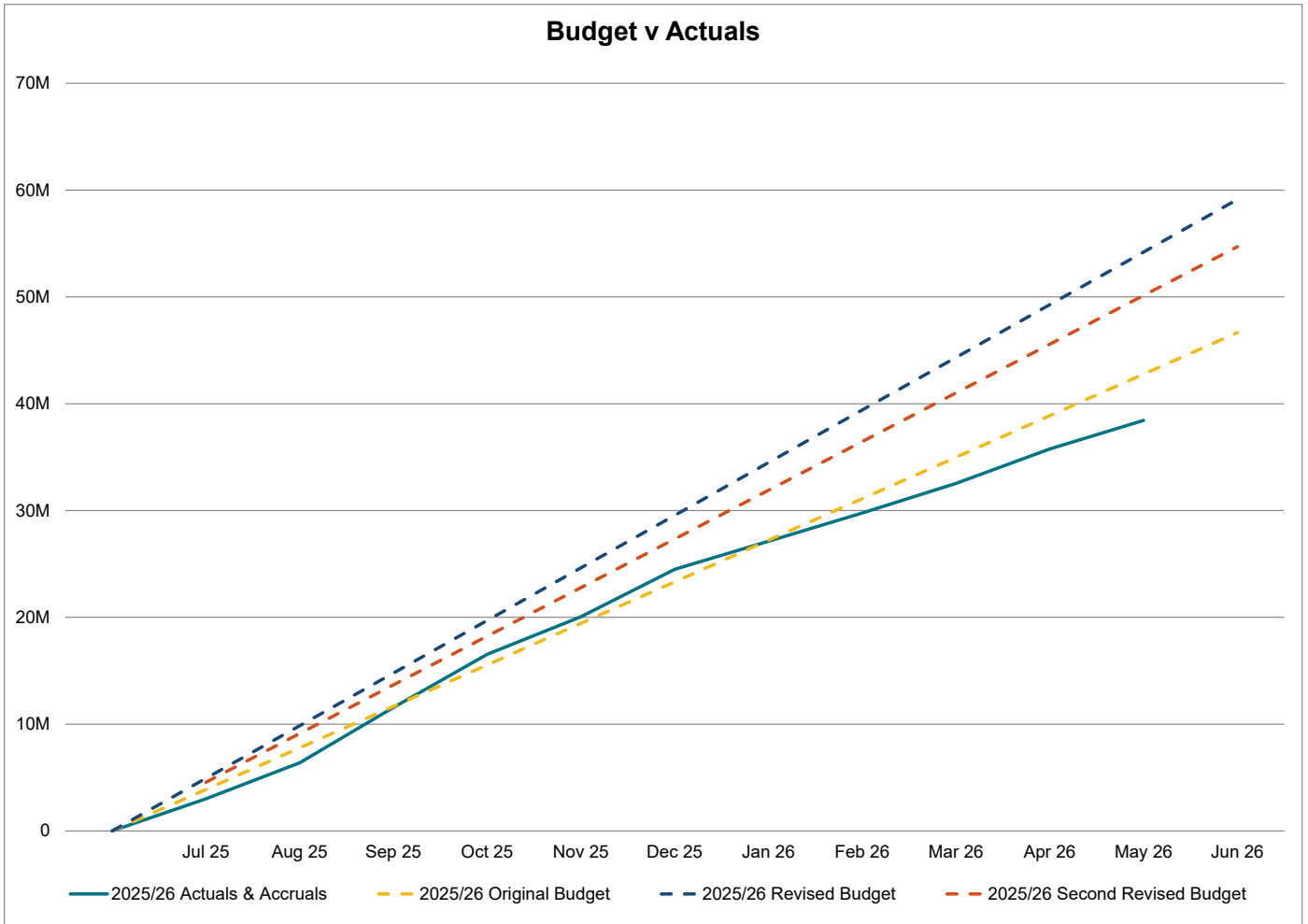
Parks and Gardens

- Commitments include a purchase order raised for design and construction of the Anzac Park Pump Track. The project will finish over budget, however a variation will be prepared to reallocate funds between projects within the Works for Queensland submission.

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



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



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

APPENDIX 1 - OPERATING STATEMENT BY MANAGER

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

APPENDIX 2 - TOTAL COUNCIL OPERATING STATEMENT

Attached is the Total Council Operating Statement for your information.

APPENDIX 3 - STATEMENT OF FINANCIAL POSITION

Attached is the Statement of Financial Position as at 31 May 2026.

APPENDIX 4 - STATEMENT OF CASH FLOWS

Attached is the Statement of Cash Flows for the period ending 31 May 2026.

OPERATING STATEMENT
Period Ending 31 May 2026

Chief Executive Officer

	Month of May Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
Operational contributions and donations	18	585	598	-14	-2%
Operational grants and subsidies	0	165,000	15,000	150,000	1000%
Other operating revenue	48	48,992	53,078	-4,086	-8%
Total operating revenue	66	214,577	68,677	145,900	212%
Operating Expenses					
Employee benefits	204,149	3,386,642	3,647,053	-260,410	-7%
Materials and services	46,853	696,726	846,318	-149,592	-18%
Finance Costs	-34	0	0	0	-
Total operating costs	250,968	4,083,368	4,493,371	-410,002	-9%
Surplus (deficit) from operating activities	-250,902	-3,868,792	-4,424,694	555,902	-13%
Net result for period	-250,902	-3,868,792	-4,424,694	555,902	-13%

Comments

Note: Comments to be provided for variances that are +/- 5%

Operational grants and subsidies

Ahead of budget due to receipt of unbudgeted grant funding from Queensland Rural and Industry Development Authority for Regional Drought Resilience Planning Scheme.

Other operating revenue

Under budget primarily due to Workcover reimbursements being received intermittently. Also under budget in Economic Development due to timing of income from Industry Breakfast not yet processed.

Employee benefits

Oncost recoveries are higher than estimated. Superannuation and sick leave are ahead of budget. This is partially offset by annual leave which is under budget.

Materials and services

Under budget in Training due to timing of qualification renewals and availability of training providers. Also under budget in Economic Development as advertising not undertaken. Tourism under budget as Sweet Days Hot Nights Festival budget is spread evenly across the year with expenses to be incurred in June.

OPERATING STATEMENT
Period Ending 31 May 2026

Director of Corporate & Community Services

	Month of May Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
User fees and charges	1,636	124,938	122,978	1,961	2%
Operational contributions and donations	1,877	34,437	33,000	1,437	4%
Operational grants and subsidies	0	114,635	279,635	-165,000	-59%
Other operating revenue	416	96,456	69,525	26,931	39%
Total operating revenue	3,928	370,466	505,137	-134,671	-27%
Operating Expenses					
Employee benefits	66,082	836,186	867,696	-31,510	-4%
Materials and services	46,717	853,325	968,601	-115,276	-12%
Depreciation and amortisation	156,884	1,602,734	1,591,755	10,979	1%
Total operating costs	269,682	3,292,245	3,428,052	-135,807	-4%
Surplus (deficit) from operating activities	-265,754	-2,921,779	-2,922,915	1,135	0%
Capital grants and subsidies	12,706	161,599	127,771	33,828	26%
Other capital income (expense)	0	-20,789	-10,307	-10,482	102%
Net result for period	-253,048	-2,780,969	-2,805,451	24,482	-1%

Comments

Note: Comments to be provided for variances that are +/- 5%

Operational grants and subsidies

Under budget due to Queensland Reconstruction Authority claim for mould remediation works not yet resolved.

Other operating revenue

Insurance claim received for mould remediation - timing was unknown when revised budget completed.

Materials and services

Under budget due to the timing of additional mould remediation works over the equipment room, the internal audit, and RADF grants scheduled for payment in June.

Capital grants and subsidies

Capital grants and subsidies are ahead of budget, with Reef Action Plan funding transferred from contract liabilities following completion of the Multi Purpose Hall solar panel project. Regional Airports Program grant income has also been received for the Ayr Aerodrome Runway Reseal. In addition, works for the Charlie's Hill interpretive signage have been finalised, and the associated grant funds have been transferred from contract liabilities and recognised as revenue.

Other capital income (expense)

Loss from write-off of Burdekin Theatre assets.

OPERATING STATEMENT
Period Ending 31 May 2026

Manager Client Services

	Month of May Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
Operational grants and subsidies	0	41,013	42,733	-1,720	-4%
Total operating revenue	<u>0</u>	<u>41,013</u>	<u>42,733</u>	<u>-1,720</u>	<u>-4%</u>
Operating Expenses					
Employee benefits	118,910	1,433,081	1,494,467	-61,386	-4%
Materials and services	42,866	1,975,056	2,042,975	-67,919	-3%
Total operating costs	<u>161,777</u>	<u>3,408,137</u>	<u>3,537,442</u>	<u>-129,304</u>	<u>-4%</u>
Surplus (deficit) from operating activities	<u>-161,777</u>	<u>-3,367,124</u>	<u>-3,494,709</u>	<u>127,585</u>	<u>-4%</u>
Net result for period	<u><u>-161,777</u></u>	<u><u>-3,367,124</u></u>	<u><u>-3,494,709</u></u>	<u><u>127,585</u></u>	<u><u>-4%</u></u>

Comments

Note: Comments to be provided for variances that are +/- 5%

No comments required for May 2026.

OPERATING STATEMENT
Period Ending 31 May 2026

Manager Community Services

	Month of May Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
User fees and charges	7,011	229,301	253,059	-23,758	-9%
Operational grants and subsidies	0	134,119	124,119	10,000	8%
Other operating revenue	4,062	131,289	111,653	19,637	18%
Total operating revenue	11,073	494,710	488,831	5,879	1%
Operating Expenses					
Employee benefits	156,839	1,891,820	1,866,057	25,762	1%
Materials and services	89,849	1,197,159	1,226,515	-29,356	-2%
Depreciation and amortisation	11,154	128,682	132,092	-3,409	-3%
Total operating costs	257,842	3,217,661	3,224,664	-7,003	0%
Surplus (deficit) from operating activities	-246,769	-2,722,951	-2,735,834	12,883	0%
Capital grants and subsidies	0	129,480	150,000	-20,520	-14%
Other capital income (expense)	0	0	-72,000	72,000	-100%
Net result for period	-246,769	-2,593,471	-2,657,834	64,362	-2%

Comments

Note: Comments to be provided for variances that are +/- 5%

User fees and charges

Under budget due to events held in May but not invoiced until June.

Operational grants and subsidies

Ahead of budget due to grant funding received from Health and Wellbeing Queensland for the Get Out Get Active Grant.

Other operating revenue

Ahead of budget due to Fast Track sponsorships and unbudgeted ticket sales for Breaking Barriers event held in April. Also ahead of budget as extra performances at Cultural Venues generated additional bar sales.

Capital grants and subsidies

Queensland State Library Grant paid quarterly, with the first three payments received. Final payment to be received in June.

Other capital income (expense)

Budget for write-off of assets.

OPERATING STATEMENT
Period Ending 31 May 2026

Manager Environmental & Health Services - Waste Program

	Month of May Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
Rates and Utility Charges	2,685	4,918,571	4,915,000	3,571	0%
User fees and charges	57,422	679,074	660,000	19,074	3%
Interest Received	23,567	390,665	388,483	2,182	1%
Operational contributions and donations	0	9,410	9,410	0	0%
Operational grants and subsidies	0	60,985	1,000	59,985	5999%
Other operating revenue	9,861	137,514	128,792	8,723	7%
Total operating revenue	93,536	6,196,220	6,102,685	93,535	2%
Operating Expenses					
Employee benefits	82,386	1,027,437	1,028,859	-1,422	0%
Materials and services	409,658	2,476,523	2,890,888	-414,366	-14%
Depreciation and amortisation	52,879	522,034	516,267	5,768	1%
Finance Costs	742,263	742,263	0	742,263	-
Total operating costs	1,287,187	4,768,257	4,436,014	332,243	7%
Surplus (deficit) from operating activities	-1,193,651	1,427,963	1,666,671	-238,708	-14%
Other capital income (expense)	-55,285	-91,797	-81,512	-10,285	13%
Net result for period	-1,248,936	1,336,167	1,585,159	-248,993	-16%

Comments

Note: Comments to be provided for variances that are +/- 5%

Operational grants and subsidies

Ahead of budget as unbudgeted income received for Local Government Battery collection program.

Other operating revenue

Ahead of budget primarily due to income from the Container Revenue Share scheme and transfer station takings.

Materials and services

Under budget primarily due to the timing of invoices from waste collection contractors.

Finance Costs

Council does not budget for estimated movements in the Restoration Provision for landfill sites. Annual provision movements include a borrowing cost of \$742,263 which relates to the discounting used to reflect the passage of time until the sites are remediated.

Other capital income (expense)

Loss from the write-off of the Ayr Transfer Station bin bays. Also included in capital expense is \$55,285 for the Restoration Provision review of costs to remediate and extend the restoration date.

OPERATING STATEMENT
Period Ending 31 May 2026

Manager Environmental & Health Services excluding Waste Program

	Month of May Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
Rates and Utility Charges	-8	87,624	87,500	124	0%
User fees and charges	65,396	777,570	812,971	-35,401	-4%
Operational contributions and donations	9,194	113,444	129,683	-16,240	-13%
Operational grants and subsidies	1,200	211,324	300,734	-89,411	-30%
Other operating revenue	4,675	29,227	30,768	-1,541	-5%
Total operating revenue	80,457	1,219,189	1,361,656	-142,468	-10%
Operating Expenses					
Employee benefits	145,862	1,561,374	1,648,312	-86,938	-5%
Materials and services	154,134	2,322,055	2,758,664	-436,609	-16%
Depreciation and amortisation	41,993	439,631	440,550	-919	0%
Total operating costs	341,989	4,323,059	4,847,526	-524,467	-11%
Surplus (deficit) from operating activities	-261,531	-3,103,871	-3,485,870	381,999	-11%
Capital grants and subsidies	0	5,094	440,000	-434,906	-99%
Other capital income (expense)	0	-17,153	-55,153	38,000	-69%
Net result for period	-261,531	-3,115,930	-3,101,023	-14,907	0%

Comments

Note: Comments to be provided for variances that are +/- 5%

Operational contributions and donations

Under budget in both Herbicide Subsidy Scheme and aquatic weed removal. The Herbicide Subsidy Scheme income is variable based on chemical purchase cycles. Invoices for aquatic weed removal were raised in March and were lower than budgeted, with unspent funds from previous rounds utilised.

Operational grants and subsidies

Under budget due to timing of milestone payments for QCoast grant offset by grant funds for Reef Action Plan transferred from Contract Liabilities to match expenditure.

Other operating revenue

Under budget for swimming pool income.

Employee benefits

Under budget due to staff vacancies and leave taken.

Materials and services

Under budget as BSRIT precept payment not yet paid and contract works relating to the QCoast grant not yet underway. Also under budget in external plant hire for vector spraying, and chemical purchases relating to the herbicide subsidy scheme which are variable based on demand.

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 31 May 2026

Manager Financial Services

	Month of May Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
Rates and Utility Charges	-2,119	31,054,588	30,960,888	93,700	0%
Pensioner remissions	2,485	-372,404	-370,000	-2,404	1%
User fees and charges	14,231	139,870	144,400	-4,530	-3%
Interest Received	109,275	1,795,975	1,768,800	27,175	2%
Operational grants and subsidies	899,192	3,691,399	3,750,801	-59,402	-2%
Other operating revenue	0	36,825	39,600	-2,775	-7%
Total operating revenue	1,023,063	36,346,253	36,294,489	51,764	0%
Operating Expenses					
Employee benefits	147,529	1,716,006	1,877,421	-161,415	-9%
Materials and services	69,666	949,297	968,397	-19,100	-2%
Depreciation and amortisation	32,512	364,989	367,858	-2,869	-1%
Finance Costs	3,441	62,869	82,500	-19,631	-24%
Total operating costs	253,149	3,093,161	3,296,177	-203,016	-6%
Surplus (deficit) from operating activities	769,915	33,253,092	32,998,313	254,780	1%
Capital grants and subsidies	0	163,386	233,409	-70,023	-30%
Other capital income (expense)	0	-11,110	-45,000	33,890	-75%
Net result for period	769,915	33,405,369	33,186,722	218,647	1%

Comments

Note: Comments to be provided for variances that are +/- 5%

Other operating revenue

Under budget due to lower than expected income from scrap steel sales.

Employee benefits

Under budget due to staff vacancies.

Finance Costs

Under budget as costs are variable and dependent on transaction volume.

Capital grants and subsidies

Grant funding received from Secure Communities Partnership program for the installation of CCTV cameras with the final 30% payment due upon completion of the project.

Other capital income (expense)

Loss on capital asset write-offs on disposal.

OPERATING STATEMENT
Period Ending 31 May 2026

Manager Operations

	Month of May Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
User fees and charges	19,136	205,012	203,650	1,362	1%
Operational contributions and donations	7,694	168,295	129,880	38,415	30%
Operational grants and subsidies	557,421	7,749,578	12,184,815	-4,435,237	-36%
Contract and recoverable works	116,653	1,591,038	1,581,000	10,038	1%
Total operating revenue	700,904	9,713,923	14,099,345	-4,385,422	-31%
Operating Expenses					
Employee benefits	436,665	5,408,916	7,936,803	-2,527,887	-32%
Materials and services	614,051	10,183,127	11,771,153	-1,588,026	-13%
Depreciation and amortisation	120,033	1,292,706	1,315,875	-23,169	-2%
Total operating costs	1,170,749	16,884,749	21,023,831	-4,139,082	-20%
Surplus (deficit) from operating activities	-469,845	-7,170,827	-6,924,486	-246,340	4%
Capital grants and subsidies	0	83,225	1,180,124	-1,096,899	-93%
Other capital income (expense)	0	-40,118	-98,498	58,380	-59%
Net result for period	-469,845	-7,127,720	-5,842,860	-1,284,860	22%

Comments

Note: Comments to be provided for variances that are +/- 5%

Operational contributions and donations

Ahead of budget for Infrastructure access charges. The favourable variance is due to higher demand from local development activity.

Operational grants and subsidies

Under budget due to the timing of payment for claims related to the 2025 Disaster Recovery Funding Arrangements (DRFA) flood damage events.

Employee benefits

Under budget in Recoverable Works - Other and Roads Maintenance. DRFA activities are now returning to normal following the wet season. Resources in Roads Maintenance continue to be directed toward Reconstruction of Essential Public Assets and capital works.

Materials and services

Under budget in Recoverable Works - Other and Roads Maintenance due to wet weather delaying road maintenance programs and the timing of contractor works.

Capital grants and subsidies

Funding transferred from contract liabilities as works are completed for DRFA Projects (QRA), Jones Street Depot Battery and Solar project (Reef Action Plan) and the Anzac Park Pump Track (W4Q).

Other capital income (expense)

Loss on capital asset write-offs on disposal.

OPERATING STATEMENT
Period Ending 31 May 2026

Manager Water and Waste Water - Sewerage

	Month of May Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
Rates and Utility Charges	11,428	5,306,122	5,272,571	33,551	1%
User fees and charges	8,214	149,742	169,583	-19,841	-12%
Interest Received	36,053	600,763	606,100	-5,337	-1%
Operational contributions and donations	5,849	110,657	106,667	3,991	4%
Other operating revenue	0	852	0	852	-
Total operating revenue	61,545	6,168,137	6,154,921	13,216	0%
Operating Expenses					
Employee benefits	118,177	1,514,048	1,486,161	27,887	2%
Materials and services	143,747	1,660,801	1,524,360	136,440	9%
Depreciation and amortisation	177,437	1,828,267	1,826,458	1,809	0%
Total operating costs	439,361	5,003,116	4,836,980	166,137	3%
Surplus (deficit) from operating activities	-377,816	1,165,021	1,317,941	-152,921	-12%
Capital grants and subsidies	0	111,833	245,000	-133,167	-54%
Other capital income (expense)	0	-37,894	-216,000	178,106	-82%
Net result for period	-377,816	1,238,960	1,346,941	-107,982	-8%

Comments

Note: Comments to be provided for variances that are +/- 5%

User fees and charges

Under budget due to the variable timing of Trade Waste Charges and Sewerage connections. Revenue streams in this area fluctuate month to month and can be difficult to predict.

Materials and services

Over budget due to increased material costs and additional plant usage required to maintain the sewerage network post wet season.

Capital grants and subsidies

Grant funding for Craig Street and Chippendale Street extension sewer design (Residential Activation fund) and the Reef Guardian Solar Panel Project at the MacroAlgae Facility transferred quarterly from contract liabilities as works are completed.

Other capital income (expense)

Loss on sewerage asset write-off's.

OPERATING STATEMENT
Period Ending 31 May 2026

Manager Water and Waste Water - Water

	Month of May Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
Rates and Utility Charges	6,313	4,905,854	4,629,880	275,974	6%
User fees and charges	1,718	95,458	83,000	12,458	15%
Interest Received	21,555	352,836	354,292	-1,456	0%
Operational contributions and donations	0	46,500	42,500	4,000	9%
Total operating revenue	29,586	5,400,648	5,109,672	290,977	6%
Operating Expenses					
Employee benefits	100,358	1,358,410	1,334,771	23,639	2%
Materials and services	133,238	1,880,064	2,038,066	-158,002	-8%
Depreciation and amortisation	125,397	1,300,885	1,303,958	-3,073	0%
Total operating costs	358,993	4,539,360	4,676,796	-137,436	-3%
Surplus (deficit) from operating activities	-329,408	861,289	432,876	428,413	99%
Capital grants and subsidies	1,656,033	21,163,283	26,712,464	-5,549,181	-21%
Other capital income (expense)	0	-90,000	-177,000	87,000	-49%
Net result for period	1,326,625	21,934,572	26,968,340	-5,033,768	-19%

Comments

Note: Comments to be provided for variances that are +/- 5%

Rates and Utility Charges

Ahead of budget due to higher than expected water charges recorded during the most recent rates period.

User fees and charges

Ahead of budget due to the variable timing of fees and charges. This includes income received from new water connections. Revenue streams in this area fluctuate month to month and can be difficult to predict.

Operational contributions and donations

Over budget due to the variable timing of infrastructure charges. Revenue can fluctuate month to month and can be difficult to predict.

Materials and services

Under budget primarily due to reduced electricity costs following the installation of solar at the Home Hill Water Tower, with savings partly offset by higher material costs and increased plant usage linked to ongoing 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-off's.

OPERATING STATEMENT
Period Ending 31 May 2026

Manager Planning and Development

	Month of May Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
User fees and charges	30,627	442,839	393,646	49,193	12%
Operational grants and subsidies	0	30,000	70,000	-40,000	-57%
Total operating revenue	<u>30,627</u>	<u>472,839</u>	<u>463,646</u>	<u>9,193</u>	<u>2%</u>
Operating Expenses					
Employee benefits	42,801	728,729	798,229	-69,500	-9%
Materials and services	38,958	713,243	754,285	-41,042	-5%
Total operating costs	<u>81,759</u>	<u>1,441,972</u>	<u>1,552,514</u>	<u>-110,542</u>	<u>-7%</u>
Surplus (deficit) from operating activities	<u>-51,132</u>	<u>-969,133</u>	<u>-1,088,868</u>	<u>119,735</u>	<u>-11%</u>
Net result for period	<u>-51,132</u>	<u>-969,133</u>	<u>-1,088,868</u>	<u>119,735</u>	<u>-11%</u>

Comments

Note: Comments to be provided for variances that are +/- 5%

User fees and charges

Ahead of budget due to continued demand in Building, Town Planning and Plumbing applications, including higher volumes of smaller applications and compliance related lodgements.

Operational grants and subsidies

Under budget due to timing of grant funding receipts, with no additional income received in May.

Employee benefits

Under budget due to staff vacancies.

Materials and services

Under budget in Town Planning and Development Administration as consultant costs reflect the timing of payments for services engaged to cover staff shortages.

OPERATING STATEMENT
Period Ending 31 May 2026

Manager Technical Services

	Month of May Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
User fees and charges	159	5,636	5,600	36	1%
Operational grants and subsidies	5,348	122,575	164,500	-41,925	-25%
Other operating revenue	984	25,929	25,000	929	4%
Total operating revenue	6,491	154,141	195,100	-40,959	-21%
Operating Expenses					
Employee benefits	227,475	2,612,102	2,834,771	-222,669	-8%
Materials and services	-255,514	-2,283,369	-1,595,551	-687,818	43%
Depreciation and amortisation	878,639	9,032,718	9,054,375	-21,657	0%
Total operating costs	850,600	9,361,452	10,293,595	-932,143	-9%
Surplus (deficit) from operating activities	-844,109	-9,207,311	-10,098,495	891,184	-9%
Capital contributions	0	1,822,649	2,136,797	-314,148	-15%
Capital grants and subsidies	0	2,254,789	2,650,691	-395,902	-15%
Other capital income (expense)	-2,942	-553,667	-1,195,000	641,333	-54%
Net result for period	-847,051	-5,683,540	-6,506,007	822,467	-13%

Comments

Note: Comments to be provided for variances that are +/- 5%

Operational grants and subsidies

Under budget as grant funds from North Queensland Resilience Program not yet received.

Employee benefits

Under budget due to vacancies in the Workshop Operations and Asset Management sections. These savings were partially offset by increased costs in Materials and Services for contract works. Employee expenses were further reduced with an increased allocation booked to capital projects throughout the year.

Materials and services

Plant hire recoveries are higher than estimated. Review of recoveries and hire rates currently in progress to determine any amendments required prior to June to reflect actual fleet costs. Workshop Operations is over budget due to additional contract work required to cover vacancies.

Capital contributions

Under budget due to timing of contributions for Bahr Road restoration which are transferred quarterly from contract liabilities as works are completed. Contributions received for roadworks adjacent to sidings and contributed assets received from ASHS development.

Capital grants and subsidies

Income from capital grants is received as works are completed and claims submitted. Under budget due to budget spread with all capital grants being budgeted to be received in July.

Other capital income (expense)

Loss from write-off of assets dependent on the timing of construction and capitalisation of new work.

**BURDEKIN SHIRE COUNCIL
OPERATING STATEMENT
Period Ending 31 May 2026**

Appendix 2

	Month of May Actual	Year to Date Actual	Year to Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Operating Revenue					
Rates and Utility Charges	18,299	46,272,760	45,865,839	406,921	1%
Pensioner remissions	2,485	-372,404	-370,000	-2,404	1%
User fees and charges	205,550	2,849,440	2,848,887	553	0%
Interest Received	190,449	3,140,239	3,117,675	22,565	1%
Operational contributions and donations	24,632	483,328	451,738	31,589	7%
Operational grants and subsidies	1,463,161	12,320,628	16,933,338	-4,612,709	-27%
Contract and recoverable works	116,653	1,591,038	1,581,000	10,038	1%
Other operating revenue	20,045	507,085	458,415	48,670	11%
Total operating revenue	2,041,275	66,792,114	70,886,892	-4,094,778	-6%
Operating Expenses					
Employee benefits	1,847,232	23,474,752	26,820,600	-3,345,848	-12%
Materials and services	1,534,224	22,624,006	26,194,672	-3,570,666	-14%
Depreciation and amortisation	1,596,929	16,512,647	16,549,188	-36,542	0%
Finance Costs	745,670	805,132	82,500	722,632	876%
	0	0	0	0	-
Total operating costs	5,724,055	63,416,537	69,646,961	-6,230,424	-9%
Surplus (deficit) from operating activities	-3,682,780	3,375,577	1,239,931	2,135,646	172%
Capital contributions	0	1,822,649	2,136,797	-314,148	-15%
Capital grants and subsidies	1,668,739	24,072,688	31,739,459	-7,666,771	-24%
Other capital income (expense)	-58,227	-862,527	-1,950,470	1,087,943	-56%
Net result for period	-2,072,268	28,408,387	33,165,717	-4,757,330	-14%

BURDEKIN SHIRE COUNCIL
STATEMENT OF FINANCIAL POSITION
As at 31 May 2026

Appendix 3

	Year to Date Actual \$	Annual Budget \$
Current Assets		
Cash and Cash Equivalents	88,707,389	79,672,895
Financial Assets	9,000,000	5,000,000
Receivables	1,683,287	2,550,272
Inventories	566,447	580,693
Contract Assets	354,194	0
Other Assets	709,467	2,444,465
Total Current Assets	<u>101,020,784</u>	<u>90,248,325</u>
Non-Current Assets		
Receivables	329,097	258,897
Property, Plant and Equipment	752,697,690	733,697,001
Intangibles Assets	158,253	155,908
Other Assets	35,724	33,445
Total Non-Current Assets	<u>753,220,765</u>	<u>734,145,251</u>
TOTAL ASSETS	<u>854,241,549</u>	<u>824,393,576</u>
Current Liabilities		
Payables	3,852,801	8,319,995
Provisions	5,749,472	7,680,441
Contract Liabilities	4,643,786	2,408,571
Other Liabilities	82,259	603,674
Total Current Liabilities	<u>14,328,317</u>	<u>19,012,681</u>
Non-Current Liabilities		
Provisions	21,211,530	17,898,953
Other Liabilities	600,351	114,522
Total Non-Current Liabilities	<u>21,811,881</u>	<u>18,013,475</u>
TOTAL LIABILITIES	<u>36,140,198</u>	<u>37,026,156</u>
NET COMMUNITY ASSETS	<u><u>818,101,351</u></u>	<u><u>787,367,420</u></u>
Community Equity		
Asset Revaluation Surplus	468,897,823	437,228,232
Retained Surplus (deficiency)	349,203,527	350,139,188
TOTAL COMMUNITY EQUITY	<u><u>818,101,351</u></u>	<u><u>787,367,420</u></u>

BURDEKIN SHIRE COUNCIL
STATEMENT OF CASH FLOWS
For Period Ending 31 May 2026

Appendix 4

	Year to Date Actual \$	Annual Cashflow Budget \$
Cash Flows from Operating Activities		
Receipts		
Receipts from Customers	50,575,758	51,348,957
Payments to Suppliers and Employees	-54,952,462	-59,430,071
	-4,376,704	-8,081,114
Interest Received and Investment Revenue Received	3,616,981	3,401,100
Operating Grants, Subsidies and Contributions	12,880,800	19,187,304
Other	6,203,636	508,045
Net Cash Inflow (Outflow) from Operating Activities	18,324,712	15,015,335
Cash Flows from Investing Activities		
Proceeds from Sale of Property, Plant and Equipment	642,491	1,061,500
Grants, subsidies, contributions and donations	27,067,392	33,429,659
Net movement in cash investments	-4,000,000	0
Payments for Property, Plant and Equipment	-38,147,397	-54,692,488
Net Movement in Loans to Community Organisations	-38,700	0
Net Cash Inflows (Outflow) from Investing activities	-14,476,213	-20,201,329
Net Increase (Decrease) in Cash and Cash Equivalents Held	3,848,499	-5,185,994
Cash and Cash Equivalents at Beginning of the Financial Year	84,858,890	84,858,889
Cash and Cash Equivalents at end of the Period	88,707,389	79,672,895

GOVERNANCE

6.4.1. Nomination of Burdekin Show Public Holiday Date for 2027

File Reference: 1013

Report Author: Jodie Ordorica, Governance Support Officer

Authoriser: Kim Olsen, Director Corporate and Community Services

Meeting Date: 23 June 2026

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Support community and sporting organisations to deliver events, programs, and opportunities that foster social connection and physical activity.

Executive Summary

Council received correspondence from the Office of Industrial Relations inviting nominations for a show or special holiday for 2027.

Confirmation of the 2027 Burdekin Show date was sought from the Ayr Pastoral, Agricultural and Industrial Association Inc., who advised that, in accordance with Queensland Agricultural Shows guidance, the event is scheduled to be held on Wednesday, 23 June 2027.

Officer's Recommendation

That Council makes application to the Office of Industrial Relations for the allocation of the following public holiday in 2027:

Wednesday 23 June 2027 – for the whole of the Burdekin Shire – Burdekin Annual Show Holiday.

Background

The *Holidays Act 1983* provides for the granting and observance of special holidays which includes show days. Each year Local Governments are requested by the Office of Industrial Relations to nominate special and show holidays for the following year.

Queensland Agricultural Shows (QAS) is a member-based peak body representing show societies across the state, with strong foundations in local communities. The Ayr Pastoral, Agricultural and Industrial Association Inc. must abide by the rules and regulations of the QAS and the show date must be set so as not to impede another district's annual show.

Consultation has been held with the Ayr Pastoral, Agricultural and Industrial Association Inc. The Association has requested that Council nominates Wednesday, 23 June as the show holiday for 2027.

Upon receiving Ministerial approval, the holiday will be published in the Queensland Government Gazette.

Consultation

Ayr Pastoral, Agricultural and Industrial Association Inc.

Budget & Resource Implications

Not Applicable.

Legal Authority & Implications

Holidays Act 1983

Policy Implications

Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)

Not Applicable.

Attachments

None

GOVERNANCE

6.4.2. Audit and Risk Committee Chairperson's 2025/2026 Annual Report

File Reference: 2862

Report Author: Jodie Ordorica, Governance Support Officer

Authoriser: Kim Olsen, Director Corporate and Community Services

Meeting Date: 23 June 2026

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Demonstrate open and transparent decision-making, leadership and financial management.
- Implement effective governance frameworks.
- Undertake regulatory responsibilities in accordance with legislative obligations.

Executive Summary

Council's Audit and Risk Committee (the Committee) has been established in accordance with requirements of the *Local Government Act 2009*. The Committee operates independently of management and plays a key role in assisting Council discharge its responsibilities for the efficient, effective, economical, and ethical use of ratepayers' resources. The Committee does this by providing independent oversight and assurance of Council's governance and internal control frameworks, financial reporting, and compliance with relevant legislation.

In accordance with the *Local Government Regulation 2012*, the Committee is to examine the internal audit plan, reports of internal audit activity, a draft of the financial statements before being provided to the Auditor-General, and the Auditor-General's audit report and observation report of the financial statements.

The Committee meets in accordance with an adopted meeting schedule and provides prompt and constructive reports directly to Council via the provision of meeting minutes. In addition, the Independent Chairperson is required to provide an Annual Report to Council on the performance of the Committee throughout the year.

Officer's Recommendation

That Council notes the attached Audit and Risk Committee Chairperson's 2025/2026 Annual Report.

Background

In accordance with the Audit and Risk Committee Charter, the Committee consists of two (2) Councillors and three (3) Independent Members, including:

- Councillor Callan Oar (1 July 2025 – 30 June 2026)
- Councillor Michael Detenon (1 July 2025 – 30 June 2026)
- Independent Community Member Mr. Matthew Oar (1 July 2025 – 30 June 2026)
- Independent Professional Member Mr. Damien Arboit (1 July 2025 – 30 June 2026)
- Independent Chairperson Mr. David Sibley (1 July 2025 – 30 June 2026)

Mr. David Sibley completed the Annual Report for his time as Chairperson during the 2025/2026 financial year.

In accordance with the agreed meeting schedule, the Committee has convened on six (6) occasions throughout the 2025/2026 financial year:

- 7 August 2025
- 3 September 2025
- 12 November 2025
- 4 February 2026
- 6 May 2026 and
- 3 June 2026.

The Committee have considered various issues regarding the sound financial management of Council, risk management, fraud and corruption control and Council's internal audit function.

The Audit and Risk Committee Chairperson is required to prepare an Annual Report on the performance of the Audit and Risk Committee in accordance with the adopted Audit and Risk Committee Charter.

Consultation

The Audit and Risk Committee Chairperson's 2025/2026 Annual Report was completed by Mr. David Sibley and presented to the Audit and Risk Committee on Wednesday 3 June 2026 and formally endorsed by the Committee.

Budget & Resource Implications

The Committee acts in accordance with the adopted Audit and Risk Committee Charter which prescribes remuneration to the Independent Members of the Committee as set out in the Charter.

Legal Authority & Implications

Local Government Act 2009 (Qld) s 105(2).

Local Government Regulation 2012 (Qld) s 211(1)(b).

Policy Implications

Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)

The Audit and Risk Committee is established in accordance with the Local Government Act 2009 and operates under the adopted Audit and Risk Committee Charter. The Chairperson's Annual Report keeps Council informed of the performance of the Audit and Risk Committee as a whole over the past 12-month period, helping to mitigate risks of lack of transparency and accountability.

Attachments

1. Audit Committee 2025/26 Chairperson's Annual Report

Burdekin Shire Council Audit Committee Chairperson's 2025/26 Annual Report

MR. DAVID SIBLEY - AUDIT COMMITTEE CHAIRPERSON

It is with appreciation and accountability that I present the Audit and Risk Committee Chairs Annual Report for the 2025–2026 financial year. The Committee has continued to fulfil its responsibilities with diligence, supporting Council's objective of maintaining strong governance, transparent financial reporting, and effective risk oversight.

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

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

Under the terms of the Audit and Risk Committee Charter, the Committee Chair is to provide Council with an annual report in respect to the Committee's activities for each financial year. This report is in respect to the year ending 30 June 2026. The Committee members are:

- Councillor Callan Oar (1 July 2025 – 30 June 2026)
- Councillor Michael Detenon (1 July 2025 – 30 June 2026)
- Independent Community Member Mr. Matthew Oar (1 July 2025 – 30 June 2026)
- Independent Professional Member Mr. Damien Arboit (1 July 2025 – 30 June 2026)
- Independent Chairperson Mr. David Sibley (1 July 2025 – 30 June 2026)

During the reporting period, the Committee met regularly in accordance with its approved work program and Charter. Meetings were attended by Committee members, senior Council officers, internal auditors, and representatives of the Queensland Audit Office as appropriate. The Committee maintained open and constructive engagement with management and auditors to ensure transparent reporting and effective oversight of key organisational risks and strategic priorities.

In undertaking the role defined above, the Committee oversights and advises on the following areas:

- The internal audit function, including review of the internal audit findings, and management's response to them.
- The preparation of the annual financial statements, including the accounting policies utilised in preparing these annual financial statements, and compliance with accounting standards.
- The external audit of the annual financial statements, including advising Council on the recommendations made by the external auditors in their reports, and management's response to them.

- The controls, procedures and documentation relating to financial matters, and Council's finances generally.
- Council's Enterprise Risk Management Framework.
- Compliance with relevant laws and regulations.

The Committee adopts an annual work plan to ensure that all appropriate areas are covered over each 12-month period. During the current financial year, the Committee will formally have met six times, on the dates set out in the work plan. There was no necessity for additional meetings for emergent matters.

Major issues dealt with during the year included:

- Review of, and recommendation to Council of, the draft financial statements for the year ended 30 June 2025.
- Oversight of the finalisation of the external audit of the 2025 financial statements, including discussions with the relevant officers of the Queensland Audit Office and its contractors.
- Follow up on issues raised by the Queensland Audit Office in the 2025 financial audit.
- Review of the draft annual report for the year ended 30 June 2025.
- Oversight of the internal audit function, conducted under contract by auditing firms specialising in such matters.
- Consideration of the plan for internal audit activities going forward.
- Consideration of Council's Long Term Financial Strategy.
- Consideration of Council's Investment Strategy.
- Consideration of the Enterprise Risk Management Framework.
- Consideration of Disaster Recovery and Business Continuity Issues.
- Consideration of the Fraud and Corruption Control Plan.
- Review of financial controls currently in place.
- Review of the Charter under which the Committee operates.
- Cyber security briefings on planned actions and investments.

Council's internal audit is undertaken by an external contractor firm which specialises in internal audit. The internal audit contractor reviews the systems, procedures, and controls in major areas of Council's operations on a cyclical basis. The topic areas are negotiated between Council management and the contractor, with input from the Audit and Risk Committee.

The external auditor for Council must, by law, be the Queensland Audit Office. The external auditor's primary function is to express an opinion on the statutory financial statements, although it certainly looks at other areas in the course of its work. The external audit is principally conducted using the services of an auditing firm appointed by it. Council's staff, and this Committee liaise closely with QAO staff and the contractor's staff, who attend every committee meeting. There is an opportunity for a closed session without Council staff, if required. A closed session was not required during this period.

The Queensland Audit Office has regular meetings where Audit and Risk Committee Chairs are briefed on important matters within the purview of Audit and Risk Committees. I attended the 2 December 2025 and

19 May 2026 meetings. As these meetings were in Brisbane, I attended them electronically. The areas of focus included:

- Addressing technology risks - AI
- Cyber, information systems, and fraud risks
- Risk and the oversight of major projects
- Streamlining Financial Reporting

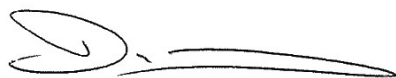
These presentations can be found at <https://www.qao.qld.gov.au/reports-resources/events>.

The Queensland Audit Office issues an Annual Report to the Queensland Parliament on local government audits. As with previous years, Burdekin Shire Councils mentions in the report were positive and comparatively with other coastal Councils most favourable. Council officers should be commended.

Overall, the Committee is satisfied that the Council's systems of internal control and risk management are sound and continue to improve. We commend the organisation's commitment to transparency and continuous improvement, especially in navigating complex and evolving risk landscapes.

On behalf of the Committee, I would like to acknowledge the cooperation and professionalism of the Mayor, Councillors, Chief Executive Officer, Executive Leadership Team, Council officers, internal auditors, and the Queensland Audit Office throughout the year. Their commitment to transparency, accountability, and continuous improvement has been greatly appreciated.

I also wish to thank my fellow Committee members for their diligence, expertise, and contribution during the reporting period. The Committee remains committed to supporting Council in maintaining effective governance, sound financial management, and a strong culture of integrity and risk awareness.



David Sibley FCPA BCOM

25 May 2026

GOVERNANCE

6.4.3. Freehold Lease - Lot 1 on SP241138 - 21-27 Spiller Street Brandon - The Burdekin Machinery Preservationists Inc.

File Reference: 1275

Report Author: Kim Waterson, Governance and Property Officer

Authoriser: Kim Olsen, Director Corporate and Community Services

Meeting Date: 23 June 2026

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Demonstrate open and transparent decision-making, leadership and financial management.
- Implement effective governance frameworks.

Burdekin Shire Council Operational Plan 2025-2026

CG3Manage Council's property portfolio (including the Ayr Aerodrome) in accordance with legislation with the timely reporting of matters to Council for approval.

Executive Summary

This report seeks Council approval to enter into a Freehold Lease as follows:

Lessor:	Burdekin Shire Council
Lessee:	The Burdekin Machinery Preservationists Inc.
Premises:	Lot 1 SP241138, 21-27 Spiller Street, Brandon
Term:	Five (5) years being 21 November 2026 to 20 November 2031, with one (1) x five (5)-year option
Rent:	\$0.10c if demanded

Officer's Recommendation

That Council:

1. agrees in principle to enter into a Freehold Lease with The Burdekin Machinery Preservationists Inc. for Lot 1 on SP241138, 21-27 Spiller Street Brandon, for a term of five (5) years being 21 November 2026 to 20 November 2031, with one (1) five (5)-year option, for the storage and display of historical items relating to the development of the sugar industry in the Burdekin Shire. The Lease will be subject to Council's standard tenure terms and conditions for a freehold lease, and any additional terms and conditions deemed necessary to meet Council's operational or compliance requirements.
2. maintains responsibility for insuring the heritage buildings situated on the premises including the recognised heritage asset being the Circa 1911 Marshall Colonial C Oil Tractor, and maintenance of the heritage listed Roman Catholic Church building situated on the premises, and security services for the premises.
3. assumes responsibility for electricity costs and rates and charges for the premises, and all costs associated with lease preparation and registration, with any contributions from The Burdekin Machinery Preservationists Inc. to be payable only if and when demanded by Council in accordance with the lease terms.

4. delegates to the Chief Executive Officer its power to take all necessary action on Council's behalf, including negotiating, executing, and discharging the lease. Any significant changes are to be approved by Council.

Background

Burdekin Shire Council is the registered owner of Lot 1 on SP241138, located at 21-27 Spiller Street, Brandon. The site is known as the Brandon Heritage Precinct, which comprises of Council owned heritage buildings and machinery and operates as a community-based, not-for-profit museum. The facility is managed by volunteer members of The Burdekin Machinery Preservationists Inc. (BMP).

On 21 November 2016, Council entered into a Freehold Lease agreement with BMP for the use of the premises, including all improvements, for a term of ten years. The lease permits the use of the site for the storage and display of historical items associated with the development of the sugar industry in the Burdekin Shire.

On 10 April 2026, BMP submitted a request to Council seeking renewal of its lease for a further ten year term, commencing 21 November 2026, under the same terms and conditions as the existing lease. In particular, BMP has requested that Council continue responsibility for insuring the heritage buildings and recognised heritage circa 1911 Marshall Colonial C Oil Tractor, as well as maintaining security services and undertaking the maintenance of the Historic Roman Catholic Church building.

BMP has also requested that Council assume responsibility for electricity costs, rates and charges, and all costs associated with lease preparation and registration, noting that under the existing lease these costs are currently payable by BMP only on demand from Council.

The lease is due to expire on 20 November 2026. The current annual rental under the agreement is nominal, set at \$0.10 (if demanded), reflecting the community-based nature of the organisation and its activities.

Council's Property and Leasing Policy provides that the standard maximum term for a freehold lease is five (5) years, with an option for a further five (5) years.

The requested ten year lease term is not consistent with this policy. Accordingly, the renewal is proposed to align with policy by offering a lease term of five (5) years, with one (1) further five (5)-year option.

Consultation

Council Workshop held on 2 June 2026.

Budget & Resource Implications

Staff resources and legal representation will be utilised to prepare Freehold Lease documentation. Lease registration fees.

Legal Authority & Implications

Local Government Regulation 2012

Land Act 1994

Land Regulation 2020

Policy Implications

The Lease complies with the 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 Lot 1 SP241138

RP715519

REFERENCE MARKS

Stn	To	Bearing	Dist.	Origin
1	O. Cen steel RFP Gone	136°50'	0-38	6/SP142546
1	O. Rivet in conc.	254°19'	1-765	6/1S100792
2	O. Rivet Gone	119°10'	0-135	5/1S100792
2	OIP	224°47'40"	3-37	5/1S100792
3	Iron Pin	32°53'	0-945	
4	O. Ramset in kerb	11°08'	4-72	4/SP142546
5	Cen Steel Picket	40°33'	3-78	
6	Nail in conc.	169°42'30"	5-83	
7	O. Car Church	187°04'	2-102	2/1S100792
7	O. Car Church	253°15'	4-395	2/1S100792
8	OIP	90°0'	1-118	RP726915

Branded Peg placed at stations 3, 5 & 6.
Spike placed at station 4.
No Mark placed at station 1.

Original Information compiled from plan SP142546 in the Department of Natural Resources and Mines.



DRYSDALE STREET

RP713637 (SP241140)

2 RP713637 (SP241141)

2 RP704874 (SP241142)

1 8 RP704874

No O. Mk
O. Cen face conc. FP
0-04S, 0-115E
(SP142546)
O. Rivet Gone
OIP

No O. Mk
Spike pld at stn
OPM
O. Ramset

10
59 m²

113
GS438 (SP241139)

HIGHWAY

SPILLER

STREET

4337 m²

Church

NORTH COAST RAILWAY

8 SP116376

3 RP729521

No O. Mk, No Mk pld
OPM (New Conn)
Cen OIP
(202°38', 0-14)
O. Cen steel RFP
Gone (Ref)
O. Rivet

OP (1S100792)
O. Cen steel RFP
(245°10', 0-41)
(SP142546)
OIP

103-32 Orig
270°00'20" Orig

PERMANENT MARKS

PM	Bearing	Dist.	No.	Alt. Name	Origin	Type
1-OPM (New Conn)	241°48'	44-855	5817	ASC193	12/SP241140	Standard
4-OPM	49°33'30"	62-015	5819	ASC121	6/RP866559	Standard

0 metres 25 m 50 metres Scale 1 : 500 50 m 75 metres
0mm 50mm 100mm 150mm State copyright reserved.

Amendment by me
Cadastral Surveyor J. Grand 18/7/2012

PLAN OF LOTS 1 & 10

Cancelling Lot 3 on SP142546

PARISH: JARVISFIELD COUNTY: GLADSTONE

Meridian: vide SP142546

F/N's: NO

Scale: 1:500

Format: STANDARD



SP241138

Plan Status:

495/5706

Cadastral Surveyor J. Grand

Date: 18/06/2012

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

714799132

BE 400 NT

**NO FEE
22/11/2012 16:24**

Registered

5. Lodged by

Property Services Branch
Dept of Transport and Main Roads
Box 1412 Brisbane Q 4001

96

495 / 5706

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

1. Certificate of Registered Owners or Lessees.

By/We ~~COUNCIL OF THE SHIRE OF BURDEKIN~~

The State of Queensland
represented by
Department of Transport
and Main Roads as Constructing
Authority

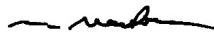
(Names in full)

* 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

**SIGNED for and on behalf of
The STATE OF QUEENSLAND represented by
Department of Transport and Main Roads by
Mark Howard MacDonald**



**Director (Property Acquisitions and Disposals)
a person duly authorised to act in that behalf**

* Rule out whichever is inapplicable

2. Local Government Approval.

*
hereby approves this plan in accordance with the :
%

This plan is exempt from local government approval under schedules 19 and 26 of the Sustainable Planning Regulation 2009.

Dated this day of

..... #
..... #

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

3. Plans with Community Management Statement :

CMS Number :
Name :

4. References :

Dept File :
Local Govt :
Surveyor : 112020

6. Existing

Title Reference	Description	New Lots	Road	Emts	Cov.	Profit a prendre
50364233	Lot 3 on SP142546	1 & 10	—	—	—	—

LEASE ALLOCATION

Lease	Lots to be Encumbered
710247341	1

ADMINISTRATIVE ADVICE ALLOCATION

Dealing	Lots to be Encumbered
712824879	1 & 10

NIR 714165821 satisfied by this plan

I & 10	POR 369
Lots	Orig

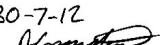
7. Portion Allocation :

8. Map Reference :
8358-14123

9. Locality :
BRANDON

10. Local Government :
Burdekin Shire Council

11. Passed & Endorsed :

By: DNRM
Date: 30-7-12
Signed: 
Designation: Surveyor

12. Building Format Plans only.

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

Cadastral Surveyor/Director * Date
* delete words not required

13. Lodgement Fees :

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

14. Insert Plan Number

SP241138

GOVERNANCE

6.4.4. Agreement for Use - Storage Shed at Ayr Showgrounds - The Lions Club of Home Hill-Ayr Inc.

File Reference: 2595

Report Author: Kim Waterson, Governance and Property Officer

Authoriser: Kim Olsen, Director Corporate and Community Services

Meeting Date: 23 June 2026

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Demonstrate open and transparent decision-making, leadership and financial management.
- Implement effective governance frameworks

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

This report seeks Council approval to enter into an Agreement for Use as follows:

User: The Lions Club of Home Hill - Ayr Inc.
 Venue: Part of Ayr Showgrounds - 9-21 Edwards Street Ayr, Lot 45 on Crown Plan GS490
 Facility: Shed
 Permitted Use: Storage
 Term: Five (5) years, 11 May 2026 to 10 May 2031
 Rent: \$0.10 per annum if demanded

Officer's Recommendation

That Council:

1. agree to enter into an Agreement for Use with The Lions Club of Home Hill - Ayr Inc. for the shed located on part of Lot 45 on Crown Plan GS490, Ayr Showgrounds, 9-21 Edwards Street, Ayr as shown as the hatched area on the attached plan, for a term of five (5) years being 11 May 2026 to 10 May 2031 for storage purposes.
2. delegates to the Chief Executive Officer its power to take all necessary action on Council's behalf including negotiating, executing and discharging the Agreement for Use. Any significant changes are to be approved by Council.

Background

At the Ordinary meeting on 13 April 2021, Council resolved to enter into an Agreement for Use with Lions Club of Home Hill Inc. (LCHH) for a shed at the Ayr Showgrounds for a five (5) year term which expired on 10 May 2026.

The permitted use of the shed is for storage purposes.

On 27 May 2026, LCHH wrote to Council confirming they wish to renew the Agreement for Use for a term of five (5) years being 11 May 2026 to 10 May 2031.

Consultation

Consultation was held with Council at the workshop on Tuesday 16 June 2026.

Budget & Resource Implications

Staff resources will be utilised to prepare the relevant documentation.

Legal Authority & Implications

Local Government Act 2009

Local Government Regulations 2012

Policy Implications

The Agreement is in compliance with the 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.

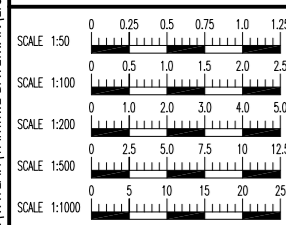
By formalising tenure arrangements, it reduces the risk of unenforceable arrangements and inappropriate use of Council land/property by providing appropriate and consistent tenure guidelines.

Attachments

1. Plan of Ayr Showgrounds Facility



S:\TAYLOR\TAMMIE BATEMAN\LIONS STORAGE SHED\LIONS STORAGE SHED.DWG Printed on: 8 April 2021 08:54 AM Printed by: Tayla Heuir



Revision	Date	Alterations and Remarks
A		ORIGINAL ISSUE

Certified	Level Datum	STATE	Original Page Size	A3
	Datum Location		Scale	AS SHOWN
			Level Book No.	
	Design	Date		
	Drawn	Date		
	TH	08/04/2021		
	File Name	Survey File		

AYR SHOWGROUNDS
 LIONS STORAGE SHED
 LAYOUT PLAN

145 Young Street, Ayr Qld 4807
 PO Box 974, Ayr Qld 4807
 ABN: 66 393 843 289

Phone: (07) 4783 9800
 Fax: (07) 4783 9999
 E-mail: burdekin@burdekin.qld.gov.au

Project Number	Plan Number	Revision
		Page 96 of 247

GOVERNANCE

6.4.5. LGAQ Annual Conference 2026 Motion - Mandatory Minimum Timeframes for Consultation with Local Government

File Reference: 1029

Report Author: Rebecca Stockdale, Senior Governance Officer

Authoriser: Kim Olsen, Director Corporate and Community Services

Meeting Date: 23 June 2026

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Demonstrate open and transparent decision-making, leadership and financial management.
- Pursue excellence in financial management.
- Responsibly manage Council's financial position to ensure sustainability.
- Implement effective governance frameworks.
- Undertake regulatory responsibilities in accordance with legislative obligations.

Executive Summary

This report seeks Council's endorsement to submit a motion to the LGAQ 2026 Annual Conference to be held in October, calling for mandatory timeframes for consultation with Local Government by the State Government. The LGAQ Annual Conference provides an opportunity for Local Governments across the state to raise issues that are of statewide significance so that LGAQ, as the peak representative body, can advocate to State and/or Federal Governments on behalf of the Local Government sector.

The attached motion provides a detailed background and case study highlighting recent local examples and explains the outcome that is being sought.

Officer's Recommendation

The Council endorses the submission of the motion to the LGAQ Annual Conference 2026, as attached to this report, calling for the State to implement mandatory minimum timeframes for consultation with Local Government on state legislation or issues.

Background

The attached proposed motion for submission to the 2026 LGAQ Annual Conference seeks to address the need for more consistent and meaningful consultation between the State Government and Local Government. The motion calls for a mandatory minimum consultation period of six (6) weeks for State-led consultation processes affecting councils, recognising that Local Governments require sufficient time to review proposals, assess impacts, undertake internal governance processes and, where necessary, obtain a formal Council resolution. Endorsement of this motion would enable Burdekin Shire Council to submit the matter for consideration at the LGAQ Annual Conference as an issue of broader significance to Local Government across Queensland.

Consultation

The proposed motion was discussed at a Council Workshop on 16 June 2026.

Budget & Resource Implications

There are no additional budgetary implications associated with the endorsement of this motion.

Legal Authority & Implications

Not Applicable.

Policy Implications

Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)

The submission of this motion to the LGAQ conference is aimed at addressing the risk of inadequate consultation with Local Governments by the State Government.

Attachments

1. LGAQ Conference Submission 2026 - Mandatory Minimum Timeframes for Consultation with Local Government

2026 LGAQ Annual Conference – Motion Template

Who is the key contact for this motion? (required)	<i>Matthew Magin</i>
Submitting council (required)	<i>Burdekin Shire Council</i>
Supporting ROC (if applicable)	<i>N/A</i>
Council resolution # (required)	<i>Please provide a reference number for the council resolution/meeting minutes, endorsing this motion.</i>
Date of council resolution (required)	<i>Please provide the date that this motion was endorsed by council.</i>
<input type="checkbox"/> <i>✓ Does this motion have state-wide relevance? For a motion to be accepted, it must have state-wide relevance / this box must be ticked.</i>	
Was this motion suggested by a third party? <i>No</i>	
Title of motion (required)	<i>Call for mandatory minimum timeframes for consultation with local government on state legislation or issues.</i>
Motion (required)	<p><i>That the LGAQ calls on the State Government to:</i></p> <ol style="list-style-type: none"> <i>1. Legislate a mandatory minimum consultation period of no less than six (6) weeks for all State Government consultation processes involving local government, including proposed legislative, regulatory, policy or program changes; and</i> <i>2. Ensure consultation processes are structured to enable meaningful participation by local governments, including sufficient time for internal review, council resolution, and stakeholder engagement.</i>
What is the desired outcome sought? (required) 200-word limit	<i>A commitment from State Government to consider legislating a mandatory minimum consultation period of no less than six (6) weeks for all State Government consultation processes involving local government.</i>

Background
(required) 350-word limit

Effective collaboration between State and local governments is essential to achieving outcomes that benefit all Queenslanders. Both levels of government share responsibility for delivering services, infrastructure and policy outcomes that directly impact communities, and this requires genuine partnership and engagement. As the level of government closest to the community, local governments play a vital role in representing the interests, concerns and priorities of their residents. Councils bring practical, place-based knowledge and experience that is critical to informing sound legislative and policy development. For consultation to be meaningful, local governments must be provided with adequate time to properly consider proposals and provide informed feedback.

Many Queensland councils do not meet on a weekly basis, with some councils meeting only once per month. As such, councils require sufficient time to review consultation materials, undertake internal analysis, seek technical and legal advice where required, and follow appropriate governance processes to obtain a formal resolution of council.

A minimum consultation period of six (6) weeks is considered necessary to allow councils to provide a coordinated and considered response. This timeframe reflects the realities of local government decision-making processes and ensures that submissions are properly informed and representative.

Over the past year, there have been multiple instances where councils have been asked to provide feedback on significant matters, including proposed legislative amendments, within consultation periods of less than two weeks. These truncated timeframes do not provide adequate opportunity for councils to assess impacts, consult internally, or follow due process.

As a result, councils are often unable to make submissions or are forced to provide incomplete or unendorsed responses. This undermines the quality of engagement and limits the State Government's ability to benefit from local government expertise and insights. Introducing a legislated minimum consultation period would promote transparency, consistency and accountability in State-Local government engagement. It would ensure that consultation processes are meaningful, enable informed decision-making, and ultimately lead to better policy outcomes for communities across Queensland.

Case study/ Example
(optional) 350-word limit

- *On one occasion, Council received a request to provide a submission on a proposed bill at 14:14am on Friday 6 March with a deadline of Monday 16 March -10am (a total of 6 working days).*
- *Another submission request was received at 11:31am on Friday 6 March with a deadline of 10am Wednesday 18 March.*

These are just a couple of examples of inadequate timeframes that leave Council with no ability to adequately consider the proposal or prepare a submission.

GOVERNANCE

6.4.6. LGAQ Annual Conference 2026 Motion - Local Financial Institution Investment

File Reference: 1029

Report Author: Rebecca Stockdale, Senior Governance Officer

Authoriser: Kim Olsen, Director Corporate and Community Services

Meeting Date: 23 June 2026

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Demonstrate open and transparent decision-making, leadership and financial management.
- Pursue excellence in financial management.
- Responsibly manage Council's financial position to ensure sustainability.
- Implement effective governance frameworks.
- Undertake regulatory responsibilities in accordance with legislative obligations.

Executive Summary

This report seeks Council endorsement to submit a motion to the LGAQ 2026 Annual Conference to be held in October, calling for legislative amendment to support Local Financial Institution Investment. The LGAQ Annual Conference provides an opportunity for Local Governments across the state to raise issues that are of statewide importance so that LGAQ, as the peak representative body, can advocate to State and/or Federal Governments on behalf of the Local Government sector.

The attached motion provides a detailed background and case study highlighting a recent local example and articulates the desired outcome sought.

Officer's Recommendation

That Council endorses the submission regarding legislative amendments to support Local Financial Institution Investment.

Background

The proposed motion has been prepared for submission to the 2026 LGAQ Annual Conference and seeks support for legislative amendment to the Statutory Bodies Financial Arrangements Act 1982 and the Statutory Bodies Financial Arrangements Regulation 2019. The current legislative framework restricts Category 1 Local Governments to a narrow range of permissible investment institutions, which may exclude smaller APRA-regulated regional and customer-owned financial institutions. As a consequence, councils may have limited capacity to diversify investments or consider broader local economic benefits within a prudent risk management framework. Endorsement of the motion would enable Burdekin Shire Council to advocate, through the LGAQ, for a more contemporary and flexible legislative approach that maintains sound financial governance while better supporting regional economic resilience.

Consultation

Council discussed this motion at a Council Workshop on 16 June 2026.

Budget & Resource Implications

There are no additional budget or resource implications associated with the adoption of this recommendation.

Legal Authority & Implications

Not Applicable.

Policy Implications

Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)

The primary risk associated with this matter is that, if the motion is not endorsed, Council will forgo the opportunity to advocate for legislative reform that may provide greater clarity and flexibility in permissible investment arrangements for Local Governments. Endorsement of the motion itself does not alter Council's current investment obligations or legislative compliance requirements; rather, it seeks sector-wide consideration of amendments to the existing framework. Accordingly, the risk to Council in supporting the motion is considered low, with any future changes to investment practices remaining subject to legislative amendment, policy review and Council decision.

Attachments

1. LGAQ Conference Submission 2026 - Local Financial Institution Investment

2026 LGAQ Annual Conference – Motion Template

Who is the key contact for this motion? (required)	<i>Matthew Magin</i>
Submitting council (required)	<i>Burdekin Shire Council</i>
Supporting ROC (if applicable)	<i>N/A</i>
Council resolution # (required)	<i>Please provide a reference number for the council resolution/meeting minutes, endorsing this motion.</i>
Date of council resolution (required)	<i>Please provide the date that this motion was endorsed by council.</i>
<input type="checkbox"/> <input checked="" type="checkbox"/> Does this motion have state-wide relevance? <i>For a motion to be accepted, it must have state-wide relevance / this box must be ticked.</i>	
Was this motion suggested by a third party? No	
Title of motion (required)	<i>Legislative amendment to support Local Financial Institution Investment.</i>
Motion (required)	<p><i>That the LGAQ calls on the Queensland State Government to amend the Statutory Bodies Financial Arrangements Act 1982 and the Statutory Bodies Financial Arrangements Regulation 2019 to:</i></p> <ol style="list-style-type: none"> <i>1. Provide greater clarity and expanded parameters for Category 1 local governments in relation to permissible investments, including investment in appropriately regulated smaller financial institutions; and</i> <i>2. Review section 8 of the Statutory Bodies Financial Arrangements Regulation 2019, which currently restricts Category 1 local governments' ability to invest in financial institutions that do not meet prescribed credit rating or size thresholds; and</i> <i>3. Enable a risk-based framework that balances prudent financial management with the capacity for local governments to support regional and local economic development through their investment decisions.</i>

<p>What is the desired outcome sought? (required) 200-word limit</p>	<p><i>This motion seeks legislative amendment to provide clearer, more flexible investment parameters for Queensland local governments operating under the Statutory Bodies Financial Arrangements framework. The desired outcome is that the State Government amends the Statutory Bodies Financial Arrangements Act 1982 and Regulation 2019 to remove unnecessary barriers that prevent Category 1 local governments from investing in smaller, appropriately regulated financial institutions, including regionally based banks and mutual organisations.</i></p> <p><i>The amended legislation should retain strong safeguards around financial risk while adopting a more contemporary, risk-based approach to investment governance. This would provide local governments with greater certainty when developing and implementing investment policies and ensure consistent interpretation across the sector.</i></p> <p><i>Importantly, the changes would enable councils to consider broader economic benefits when making investment decisions, including supporting local and regional economies, improving competition in the banking sector, and strengthening the viability of financial services in rural and regional communities.</i></p> <p><i>Overall, the outcome will deliver a clearer, more practical legislative framework that supports both financial responsibility and local economic resilience.</i></p>
<p>Background (required) 350-word limit</p>	<p><i>All Queensland local governments are required to adopt and maintain an investment policy in accordance with legislative and financial management obligations. As statutory bodies, local governments are governed by the Statutory Bodies Financial Arrangements Act 1982 (SBFA Act) and the Statutory Bodies Financial Arrangements Regulation 2019 (SBFA Regulation), which prescribe the categories of investment powers available to different entities.</i></p> <p><i>Many Queensland local governments are classified as Category 1 investment bodies under the SBFA framework. While this classification allows for a range of low-risk investments, section 8 of the SBFA Regulation 2019 restricts investments to financial institutions that meet specific criteria, including minimum credit rating thresholds. In practice, this excludes many smaller financial institutions, such as regional banks, customer-owned banks and credit unions, despite these entities being regulated by the Australian Prudential Regulation Authority (APRA).</i></p>

	<p><i>Across Queensland, local governments have interpreted these provisions conservatively within their adopted investment policies to ensure compliance and minimise financial risk. While this approach is prudent, it has resulted in a limited pool of eligible investment options, often confined to the major banking institutions. This restriction has broader implications. Many smaller financial institutions play a critical role in regional and rural communities by providing access to banking services, supporting local businesses and reinvesting in local economies. However, the current legislative framework limits the ability of local governments to support these institutions through their investment activities, even where risks could be appropriately managed.</i></p> <p><i>There is an increasing recognition that local governments have a dual role: ensuring sound financial management while also contributing to local economic development. The current SBFA framework does not adequately balance these objectives and lacks clarity on how investment decisions can incorporate both.</i></p> <p><i>A legislative amendment would provide an opportunity to modernise the framework, introduce clearer guidance, and adopt a risk-based approach that enables greater diversification while maintaining strong financial safeguards. This would support more consistent application across councils and better align legislative settings with contemporary financial and economic conditions.</i></p>
<p>Case study/ Example (optional) 350-word limit</p>	<p><i>In the Burdekin Shire, access to face-to-face banking services remains important for residents, businesses and community organisations, particularly those who rely on cash transactions, in-person assistance or have limited capacity to use digital banking services. This is especially relevant in rural communities, where reduced access to essential financial services can have broader social and economic consequences.</i></p> <p><i>Within the Shire, some larger financial institutions have reduced branch availability and increasingly directed customers toward online and self-service channels. By contrast, locally based or community-oriented institutions continue to provide regular in-person access during standard business hours. This local service presence is significant for older residents, small businesses, community groups and customers who prefer or require over-the-counter banking.</i></p> <p><i>This local context demonstrates why councils should have greater flexibility to consider appropriately regulated smaller financial institutions within their investment</i></p>

frameworks. Where those institutions maintain a genuine local presence and contribute to service accessibility in rural communities, the current legislative restrictions may unnecessarily limit councils' capacity to support local economic resilience through prudent investment decisions.

A more flexible framework would enable councils to maintain strong financial safeguards while also recognising the value of locally accessible banking services to regional communities.

GOVERNANCE

6.4.7. LGAQ Annual Conference 2026 Motion - Automatic Number Plate Recognition Funding and Coordination

File Reference: 1029

Report Author: Rebecca Stockdale, Senior Governance Officer

Authoriser: Kim Olsen, Director Corporate and Community Services

Meeting Date: 23 June 2026

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Demonstrate open and transparent decision-making, leadership and financial management.
- Pursue excellence in financial management.
- Responsibly manage Council's financial position to ensure sustainability.
- Implement effective governance frameworks.
- Undertake regulatory responsibilities in accordance with legislative obligations.

Executive Summary

This report seeks Council endorsement of the attached LGAQ 2026 Annual Conference motion in relation to the coordinated funding and management of Automatic Number Plate Recognition Cameras. The LGAQ Annual Conference provides an opportunity for Local Governments across the state to raise issues that are of statewide importance so that LGAQ, as the peak representative body, can advocate to State and/or Federal Governments on behalf of the Local Government sector.

The attached motion provides a detailed background and case study highlighting a recent local example and articulates the desired outcome sought.

Officer's Recommendation

That Council endorses the submission regarding network funding and coordination of the Queensland Police Service Automatic Number Plate Recognition Network as per the attached motion for the 2026 LGAQ Annual Conference.

Background

Queensland Police Service (QPS) is expanding the use of Automatic Number Plate Recognition (ANPR) technology as part of broader law enforcement and community safety initiatives. While Council recognises the public safety benefits of ANPR infrastructure, concerns have emerged regarding the delivery model currently being applied, particularly where local governments may be expected to host, power or otherwise support infrastructure that primarily services state-led policing functions. Burdekin Shire Council has identified that this issue is not unique to one Local Government area and has broader implications for councils across Queensland, particularly regional and rural councils with limited financial capacity. The current approach risks creating an inequitable cost-shifting arrangement, where councils are asked to contribute to the delivery of infrastructure that falls within the State's core public safety responsibilities.

Council also notes that there appears to be limited coordination between relevant State agencies and government owned corporations, including QPS, the Department of Transport and Main Roads, Queensland Rail and Ergon, in identifying opportunities to use state-controlled road corridors and other state-owned assets for ANPR deployment. Greater inter-agency collaboration, together with a clear and sustainable funding framework, is required to ensure that ANPR infrastructure is delivered efficiently, consistently and without imposing unnecessary financial burdens on Local Government. For these reasons, it is proposed that Council endorse submission of the motion to the 2026 LGAQ Annual Conference seeking State Government action to establish a coordinated, whole-of-government and appropriately funded approach to ANPR network delivery across Queensland.

Consultation

Council discussed this motion at a Council workshop on 16 June 2026.

Budget & Resource Implications

There are no additional budget or resource implications associated with the adoption of this recommendation.

Legal Authority & Implications

Not Applicable.

Policy Implications

Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)

Inadequate coordination, governance and sustainable funding arrangements for the Queensland Police Service Automatic Number Plate Recognition (ANPR) program may result in an increasing and inequitable financial burden on local governments. Without a clear, state-led funding and maintenance framework, councils may be required to absorb ongoing capital, operational and lifecycle costs for infrastructure that primarily supports state policing functions, potentially impacting council budgets, service delivery and long-term asset management outcomes. This motion seeks support from the State Government to mitigate these risks.

Attachments

1. LGAQ Conference Submission 2026 - Automatic Number Plate Recognition Funding and Coordination

2026 LGAQ Annual Conference – Motion Template

Who is the key contact for this motion? (required)	<i>Matthew Magin</i>
Submitting council (required)	<i>Burdekin Shire Council</i>
Supporting ROC (if applicable)	<i>N/A</i>
Council resolution # (required)	<i>Please provide a reference number for the council resolution/meeting minutes, endorsing this motion.</i>
Date of council resolution (required)	<i>Please provide the date that this motion was endorsed by council.</i>
<input type="checkbox"/> <i>✓ Does this motion have state-wide relevance? For a motion to be accepted, it must have state-wide relevance / this box must be ticked.</i>	
Was this motion suggested by a third party? No	
Title of motion (required)	Queensland Police Service Automatic Number Plate Recognition Network Funding and Coordination
Motion (required)	<p><i>That the Local Government Association of Queensland (LGAQ) calls on the Queensland Government to:</i></p> <ol style="list-style-type: none"> <i>1. Establish a fair and sustainable funding model for the deployment and operation of Automatic Number Plate Recognition (ANPR) infrastructure that ensures Local Governments are not required to subsidise state-led public safety initiatives;</i> <i>2. Improve coordination between the Queensland Police Service (QPS) and the Department of Transport and Main Roads (TMR) and other Government Owned Corporations to prioritise the installation of ANPR infrastructure on state-owned assets and road networks wherever practical;</i> <i>3. Address legislative, jurisdictional, and administrative barriers that currently prevent effective collaboration between state agencies in delivering integrated public safety infrastructure; and</i> <i>4. Develop a whole-of-government approach to the planning, funding and implementation of</i>

	<i>ANPR networks to ensure consistency, efficiency, and reduced cost-shifting to Local Governments.</i>
What is the desired outcome sought? (required) 200-word limit	<i>A coordinated, whole-of-government approach to the delivery of (ANPR) infrastructure across Queensland, supported by a fair and sustainable funding model that ensures Local Governments are not required to fund or subsidise state-led public safety initiatives, and that prioritises the use of state-owned infrastructure wherever feasible.</i>
Background (required) 350-word limit	<p><i>Local Governments across Queensland play an important role in supporting community safety outcomes and recognise the value of initiatives such as the QPS ANPR network.</i></p> <p><i>However, increasing concern is being raised regarding the delivery model for ANPR infrastructure, particularly the financial and operational expectations being placed on Local Governments. Emerging evidence suggests that Local Governments are being relied upon to host and power ANPR devices, despite these systems primarily supporting state-led policing functions.</i></p> <p><i>At the same time, there appears to be limited coordination between key State agencies and government owned corporations, including the QPS, TMR, and Q-rail in the planning and delivery of this infrastructure. Barriers such as legislative constraints, jurisdictional overlap, internal approval processes, and funding arrangements are reportedly hindering effective collaboration.</i></p> <p><i>This lack of a coordinated, whole-of-government approach risks creating inefficiencies in infrastructure deployment and shifting the cost burden of public safety initiatives onto Local Governments. Without reform, this model may result in inconsistent implementation across the state and place additional financial pressure on councils, particularly in regional and rural areas.</i></p>
Case study/ Example (optional) 350-word limit	<p><i>Burdekin Shire Council was recently approached by the QPS with a proposal to install three ANPR devices within the shire.</i></p> <p><i>Under the proposal, the devices would be installed on Council-owned infrastructure and connected to power supplies funded by council. While council acknowledges the significant community safety benefits associated with ANPR technology, this delivery model raises concerns about cost shifting and the appropriateness of infrastructure ownership.</i></p>

During a council workshop, QPS representatives outlined the benefits of the ANPR network for policing outcomes and community safety. In response, Council queried why the devices could not be installed on state-owned infrastructure, particularly along state-controlled road corridors managed by TMR.

Advice provided indicated that there are multiple barriers preventing closer collaboration between QPS and TMR, including jurisdictional complexities, legislative limitations, internal approval processes, and funding uncertainties within and between the two agencies.

This example highlights a broader systemic issue where a lack of coordination between State departments may result in Local Governments being relied upon as the default delivery mechanism. This approach risks embedding a pattern of cost shifting, where councils are expected to fund infrastructure that primarily supports State responsibilities.

GOVERNANCE**6.4.8. LGAQ Annual Conference 2026 Motions - Supporting Noosa Shire Council - Flood Monitoring Services****File Reference:** 1029**Report Author:** Rebecca Stockdale, Senior Governance Officer**Authoriser:** Kim Olsen, Director Corporate and Community Services**Meeting Date:** 23 June 2026**Link to Corporate/Operational Plan:**

Burdekin Shire Council Corporate Plan 2025-2030

- Demonstrate open and transparent decision-making, leadership and financial management.
- Pursue excellence in financial management.
- Responsibly manage Council's financial position to ensure sustainability.
- Implement effective governance frameworks.
- Undertake regulatory responsibilities in accordance with legislative obligations.

Executive Summary

This report seeks Council's endorsement to formally support a motion to the LGAQ 2026 Annual Conference to be submitted by Noosa Shire Council in relation to flood monitoring services. The motion relates to the ongoing funding and coordination of flood monitoring services, previously provided through the *Enviromon* platform. As this platform is reaching end of life, the motion seeks support from the Federal Government to coordinate and fund a suitable replacement platform to ensure Local Government maintain visibility to key rainfall and water level observations during critical periods of severe weather without incurring additional and administrative burden. The LGAQ Annual Conference provides an opportunity for Local Governments across the state to raise issues that are of state-wide importance so that LGAQ, as the peak representative body, can advocate to State and/or Federal Governments on behalf of the Local Government Sector.

Officer's Recommendation

That Council supports the motion, as attached to this report, to be submitted by Noosa Shire Council in relation to funding and coordination of flood monitoring services.

Background

The proposed motion for submission to the 2026 LGAQ Annual Conference seeks advocacy for ongoing Federal Government funding and coordination to support Local Governments transitioning from the Bureau of Meteorology's *Enviromon* system to a suitable replacement flood monitoring platform. Councils rely on real-time rainfall and river level data to inform flood warning, disaster response and community safety measures. With *Enviromon* now unsupported and nearing end-of-life, Local Governments face a significant risk to their flood intelligence capability unless an alternative platform is identified, implemented and maintained. The motion recognises that many councils, particularly regional and smaller Local Governments, may not have the financial or technical capacity to manage this transition independently. A coordinated and funded approach would help ensure equitable access to reliable flood monitoring systems,

support consistent disaster management capability across Queensland, and strengthen protection for communities during severe weather events.

Consultation

The motion has been drafted by Noosa Shire Council and has been forwarded to other Queensland Local Governments seeking their support ahead of submission to the LGAQ Annual Conference. Council discussed this motion at a Council Workshop on 16 June 2026.

Budget & Resource Implications

There are no additional financial implications associated with endorsing this motion.

Legal Authority & Implications

Not Applicable.

Policy Implications

Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)

Without a federally funded and coordinated approach to replacing the *Environmon* platform, significant cost and administrative burden will fall on Local Governments. This motion seeks to mitigate that risk by calling on the Federal Government to provide this vital service.

Attachments

1. 2026 LGAQ Annual Conference Motion - Noosa Shire Council

2026 LGAQ Annual Conference – Proposed Motion

Who is the key contact for this motion? (required)	Sue Lowrie, Disaster Management Officer
Submitting council (required)	Noosa Shire Council
Supporting organisation (if applicable)	
Council resolution # (required)	
Date of council resolution (required)	
<input checked="" type="checkbox"/> Does this motion have state-wide relevance? For a motion to be accepted, it must have state-wide relevance / this box must be ticked.	
Title of motion (required)	Coordinated transition and ongoing funding for local governments to continue to provide flood monitoring services.
Motion (required)	That the LGAQ calls on the Federal Government to provide ongoing funding and coordination for local governments to transition to a suitable flood monitoring platform that collects, displays and analyses real-time data from rainfall and river level gauges for flood warning and local disaster management.
What is the desired outcome sought? (required) 200 word limit	A sustainable, federally supported funding model that enables all local governments to implement and maintain modern flood intelligence platforms to replace Enviromon, ensuring continued access to real-time rainfall and river level data. . This will deliver a resilient, nationally supported flood monitoring capability that enables local governments to effectively manage increasing flood risk in real-time and protect communities now and into the future.
Background (required) 350 word limit	Local governments play a critical role in disaster management as the level of government closest to communities. They operate flood warning networks, manage road closures, coordinate evacuations, and support emergency services during severe weather. To do

this effectively—particularly in flood-prone areas—councils depend on timely access to accurate, localised rainfall and river level data.

For many years, councils have relied on the Bureau of Meteorology’s Enviromon system to collect and display real-time gauge data. As a freely provided platform, it has been central to local flood intelligence. However, with Enviromon now unsupported and nearing end-of-life, councils face a significant capability gap. Without a replacement, loss of reliable real-time data will reduce situational awareness and slow emergency decision-making across all levels of government.

While modern platforms offer improved functionality—such as cloud-based integration, real-time dashboards, automated alerts, and predictive analytics—they introduce new challenges. The most significant of these is funding. The cost of evaluating, procuring, implementing, and maintaining these systems—including ongoing subscriptions—is beyond the capacity of many councils, particularly in regional and remote areas.

Equally important is the need for technical assistance. Many smaller councils do not have the in-house expertise required to assess platform suitability, compare vendors, manage procurement processes, or ensure successful integration with existing systems. Without support, there is a risk that councils may adopt inconsistent or suboptimal solutions, or delay transition altogether.

This creates a strong case for coordinated funding and centralised assistance. Financial support—through subsidies or a state-supported model—would ensure equitable access to critical flood intelligence systems. At the same time, providing expert guidance for the evaluation and selection of platforms would enable councils to make informed, consistent decisions and reduce duplication of effort.

Without this combined funding and technical support, Queensland risks a fragmented approach, with uneven capability across local governments. A coordinated solution will strengthen disaster preparedness, improve decision-making, and ensure all councils—regardless of size or resources—can continue to protect their communities in an increasingly volatile climate.

Case study/ Example
(optional) 350 word limit

As the Bureau of Meteorology's Enviromon software reaches end-of-life, local governments are actively seeking to transition to replacement platforms to maintain critical flood monitoring capabilities.

However, to-date there has been no federally coordinated response to assist local governments in identifying a suitable replacement platform, transition from their existing Enviromon systems, and fund the commercial setup and subscription fees.

There is a significant risk to all levels of government and the community if a local government either does not proactively seek a replacement for Enviromon before an unsupported system failure occurs or makes an ill-informed choice to adopt a platform that is incompatible with other council's and agencies.

The BoM has made the decision to no longer support Enviromon for sound technical reasons. However, in the absence of a coordinated and supported transition to an alternative platform, local governments and all supporting emergency service agencies risk losing visibility to key rainfall and water level observations during critical periods of severe weather.

The coordinated transition to a common suitable platform would support data and resource sharing (Council 2 Council) between councils, state agencies, and emergency services and enabling a more unified and effective disaster response across regions.

Moving from the free Enviromon system to subscription-based alternatives introduces ongoing financial commitments. Costs associated with licensing, system configuration and maintenance, and technical support present a significant challenge, particularly for regional and smaller councils with limited resources. Without a sustainable funding model, there is a risk that councils will be unable to maintain timely flood warning services to their communities.

Accordingly, the LGAQ calls on the Federal Government to provide coordination and ongoing funding to support the transition from Enviromon to a proven replacement platform. A coordinated funding approach will ensure all councils can access and sustain the tools needed to monitor flood conditions, support timely disaster

management decision-making, and protect communities during increasingly frequent and severe weather events.

GOVERNANCE**6.4.9. Motion - Stop Canberra's Disaster Recovery Cuts****File Reference:** 1029**Report Author:** Eileen Devescovi, Manager Client Services**Authoriser:** Kim Olsen, Director Corporate and Community Services**Meeting Date:** 23 June 2026**Link to Corporate/Operational Plan:**

Burdekin Shire Council Corporate Plan 2025-2030

- Demonstrate open and transparent decision-making, leadership and financial management.
- Pursue excellence in financial management.
- Responsibly manage Council's financial position to ensure sustainability.
- Implement effective governance frameworks.
- Undertake regulatory responsibilities in accordance with legislative obligations.

Executive Summary

This report seeks Council's endorsement to submit a motion to the Federal Government opposing the proposed changes to the Disaster Recovery Funding Arrangements (DRFA), specifically the introduction of a flat 50/50 cost-sharing model.

Under the current arrangements, Queensland receives up to 75 cents in every dollar from the Commonwealth. The proposed changes would significantly reduce this contribution, resulting in Queensland communities potentially losing hundreds of millions of dollars in funding each year.

Historically, natural disaster recovery has been supported by a collaborative and effective framework involving all three (3) levels of government. The proposed reforms by the Albanese Government represent a shift in cost responsibility that is likely to place increased financial pressure on State and Local Governments. This shift is expected to have consequential impacts on communities through increased costs and reduced funding capacity for disaster recovery and resilience initiatives.

Officer's Recommendation

That Council endorses the submission of a motion to the Federal Government opposing the proposed changes to the Disaster Recovery Funding Arrangements (DRFA), specifically the introduction of a flat 50/50 cost-sharing model.

Background

The Albanese Labour Government announced on 5 June 2026, the following proposed changes to the Disaster Recovery Funding Arrangements (DRFA).

The proposed changes are:

- A shift to a flat 50/50 cost sharing arrangement. Queensland currently receives up to 75 cents in every dollar from the Commonwealth. Under the proposed changes Queensland communities stand to lose out on hundreds of millions of dollars annually.

- Betterment funding has been slashed. Access to programs such as Category D Betterment and DRFA efficiencies which have been enormously successful in protecting Queenslanders is over.
- The Disaster Ready Fund which the Commonwealth refers to as a replacement for these cancelled Betterment programs has been cut from \$200 million to \$142.5 million in the 2026/2027 financial year.

In their current form, these changes have the potential to financially break Council.

Consultation

Correspondence received from the Office of the Minister for Local Government and Water and Minister for Fire, Disaster Recovery and Volunteers.

Budget & Resource Implications

In their current form, these changes have the potential to financially break Council.

Legal Authority & Implications

Not Applicable.

Policy Implications

Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)

The primary risk to Council would be financial such as short-term borrowing and re-allocation of reserves which may affect day to day operations.

Other risks include:

- Operational & Service Delivery
 - Reduced capacity to respond
 - Prioritisation pressures
 - Strain on staff
- Reputational
 - Public dissatisfaction
 - Perception that Council is not responding effectively
- Community and Social
 - Slower infrastructure recovery
 - Community wellbeing
 - Economy
 - Vulnerable groups
- Asset Management
 - Temporary or lower standard repairs
 - Defer maintenance
 - Reduced asset life
- Insurance and Risk Transfer Challenges
 - Self-Insurance versus external Insurance
 - Premiums increase due to higher perceived risk

Attachments

1. Correspondence - Stop Canberra's Disaster Recovery Cuts

Our ref: CTS 11263/26

10 June 2026

1 William Street Brisbane
GPO Box 2247 Brisbane
Queensland 4001 Australia
Telephone +61 7 3719 7420
Email lgwv@ministerial.qld.gov.au
Website www.qld.gov.au

RE: STOP CANBERRA'S DISASTER RECOVERY CUTS

Dear Mayors, Councillors and CEOs,

I am writing to you to provide information on the proposed cuts by the Albanese Labor Government to the Disaster Recovery Funding Arrangements (DRFA) and to seek your Council's support in opposing them.

These changes were quietly announced on Friday 5th June 2026 in a 5pm media release. They will fundamentally alter the way disaster response and recovery is managed in Queensland.

In their current form, these changes have the potential to financially break Councils.

What the proposed changes mean for your Council:

- A shift to a flat 50/50 cost-sharing arrangement. Queensland currently receives up to 75 cents in every dollar from the Commonwealth. Under the proposed changes QLD communities stand to lose out on hundreds of millions of dollars of funding annually
- Betterment funding has been slashed. Access to programs such as Category D Betterment and DRFA Efficiencies which have been enormously successful in protecting Queenslanders is over
- The Disaster Ready Fund which the Commonwealth refers to as a replacement for these cancelled Betterment programs has been cut from \$200 to \$142.5 million in FY 2026/27.

The window to act is narrow. The Federal Government has opened a two-month consultation period.

I am asking your Council to do four things:

- sign the petition at listen2qld.com/disaster-funding and promote it within your communities
- make a formal submission to NEMA regarding the proposed DRFA changes
- pass a council motion opposing the changes and share this with your local media markets
- write to your Federal MP and Senator calling on them to oppose these changes.

Every natural disaster that has hit your community has been previously met by a fair and effective framework that brought all three levels of government together. The Albanese Government wants to walk away from that deal. I ask you to join me as we fight to keep it.

If we lose our world class disaster response and recovery framework now, it will be Queensland communities who suffer.

Yours sincerely



ANN LEAHY MP
Minister for Local Government and Water
Minister for Fire, Disaster Recovery and Volunteers

GOVERNANCE

6.4.10. Disaster Ready Fund - Round 4

File Reference: 2685

Report Author: Janice Horan, Grants and Property Officer

Authoriser: Kim Olsen, Director Corporate and Community Services

Meeting Date: 23 June 2026

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Prioritise road and drainage network renewals and upgrades to improve safety, connectivity, and flood resilience and to enable economic growth.
- Promote sustainable infrastructure solutions to improve efficiency and reduce environmental impact.

Executive Summary

This report seeks Council's endorsement of a funding submission to the Australian Government's Disaster Ready Fund - Round 4 to undertake a planning study as part of a long-term strategy to improve drainage in the Kanaka Drain catchment. The estimated cost of a planning study is approximately \$600,000.00 and, if Council's application is successful, a 50% contribution to the project will be required.

Officer's Recommendation

That Council:

1. endorses the submission of a funding application to the Australian Government's Disaster Ready Fund - Round 4 to undertake a planning study as part of a long-term strategy to improve drainage in the Bannister Street, Brandon catchment.
2. confirms Council's financial commitment of approximately \$300,000.00 towards the project in the 2027/28 financial year if successful.

Background

The Bannister Street drainage issue in Brandon has been driven by long-standing flood impacts, evidenced by numerous complaints and a formal petition from affected property owners. Changes to surrounding agricultural land, particularly farm levelling, may have altered hydrological behaviour by reducing on-site storage capacity and accelerating stormwater runoff into the township. The drainage system downstream of the Brandon township feeds into the Kanaka Drainage channel that leads into Lillismere Lagoon itself is extremely flat, limiting its capacity and making improvements complex. While upgrade options exist, their effectiveness is constrained by downstream conditions, meaning that isolated works will only partially alleviate flooding without broader system upgrades.

The Bannister Street catchment has experienced increased flooding due to a combination of altered land use and inherent system limitations. Historical farm levelling has not changed the catchment boundaries but has reduced natural water storage and increased the speed and frequency of runoff entering urban drainage. The network itself has minimal gradient, resulting in slow flow velocities and reduced drainage efficiency. Hydraulic analysis indicates that improving one section of the system may worsen downstream conditions unless upgrades extend through to Jap Lagoon. Recent site inspections and photographic

evidence further confirm the ongoing extent and frequency of inundation within the area.

It is considered that a staged approach to drainage improvements, beginning with targeted upgrades between Bannister Street and Spiller Street (including widening drains and upgrading culverts) at an estimated cost of approximately \$1 million will be required. However, to achieve meaningful and lasting flood mitigation, additional downstream works, estimated at a further \$1.5 million and involving easement acquisitions, should be planned as part of a long-term strategy. Without these broader upgrades, benefits will be limited to reducing the frequency rather than eliminating flooding. Alternative options, such as diversion toward Lazzarin Road, appear constrained and less viable due to physical and land access limitations.

Consultation

Discussions between staff and elected members at Council Workshop on 16 June 2026.

Budget & Resource Implications

If the funding application is successful, it is proposed funds of approximately \$300,000.00 towards the project would be included in the 2027/28 budget.

Legal Authority & Implications

A Funding Agreement for the Disaster Ready Fund between National Emergency Management Agency's Queensland Lead Agency, the Queensland Reconstruction Authority and Burdekin Shire Council will be signed if approval of the submitted project is received.

Policy Implications

Not applicable.

Risk Implications (Strategic, Operational, Project Risks)

Strategic Risk: Proceeding without a comprehensive planning study presents a significant strategic risk, as isolated or uncoordinated drainage works are highly constrained by downstream conditions and extremely flat local topography. Undertaking localised improvements without a site-specific catchment strategy could inadvertently shift or exacerbate flooding for downstream properties, resulting in inefficient capital expenditure and failing to deliver meaningful, long-term community flood mitigation.

Project Risk: Technical and physical project constraints are prominent given the complexity of the catchment, historical farm levelling that accelerates runoff, and the flat drainage gradient. Alternative interventions, such as the Lazzarin Road diversion option, present severe physical limitations due to deep ridge cutting and a high likelihood of backflow from Sheepstation Creek. Furthermore, moving from this planning study to future delivery phases carries the risk of substantial downstream costs, currently estimated at an additional \$1.5 million, and involves high-risk dependencies including extensive land easement acquisitions from private property owners.

Attachments

None

ENVIRONMENTAL AND HEALTH SERVICES**7.1.1. Burdekin Shire Council Subordinate Local Law No. 8 (Waste Management) 2026 - Lay on the Table****File Reference:** 414**Report Author:** Rachel Martin, Coordinator Waste Services**Authoriser:** Jude Austin, Manager Environmental and Health Services**Meeting Date:** 23 June 2026**Link to Corporate/Operational Plan:**

Burdekin Shire Council Corporate Plan 2025-2030

- Demonstrate open and transparent decision-making, leadership and financial management.
- Implement effective governance frameworks.
- Undertake regulatory responsibilities in accordance with legislative obligations.

Executive Summary

This report identifies that rising contamination rates and ongoing compliance issues have highlighted a need to strengthen and clarify waste management requirements under Subordinate Local Law No. 8 (Waste Management) 2026. The proposed updates aim to improve regulatory effectiveness by clearly defining acceptable waste for kerbside collection, reinforcing requirements for the placement and storage of bins within property boundaries, and strengthening provisions for proper waste storage. In addition, the changes ensure waste receipt and disposal practices are aligned with Council's waste facility Environmental Authority conditions, supporting improved compliance and operational consistency.

Legal firm Culturev8 were engaged to assist in the review of the proposed Subordinate Local Law No. 8 (Waste Management) 2026.

Officer's Recommendation

Pursuant to section 29(2) of the *Local Government Act 2009* (Qld), that Council adopt Subordinate Local Law No. 8 (Waste Management) 2026.

Background

Pursuant to section 28(1) of the *Local Government Act 2009* (Qld) ("the LGA"), Council may make and enforce any Local Law that is necessary or convenient for the good rule and local government of its local government area.

A recent review has been undertaken by the Executive and Council to ascertain the adequacy and fitness for purpose of Council's current Local Laws suite. Council last updated its Local Laws in February 2026.

Council relevantly amended Subordinate Local Law No. 3 (Community and Environmental Management) 2012, Schedule 4, to ban the burning of green waste or any type of rubbish, which may cause a smoke nuisance or toxic gasses to be released into the air. This local law, as amended, prohibits a fire lit outdoors which is fuelled by general household waste, commercial or industrial waste or green waste, other than dry wood material appropriate for barbecues and firepits.

Council has an existing Local Law No. 8 (Waste Management), which was adopted in 2018. Local Law No. 8 (Waste Management) 2026 empowers Council to regulate various matters relating to waste. By making a Subordinate Local Law, Council can prescribe waste-related matters in greater detail, aligning its local laws more closely to its Waste Management Policy and giving Council more enforcement options when dealing with waste management issues.

Proposed Subordinate Local Law No. 8 (Waste Management) 2026 has been prepared to address identified enforcement issues and to reflect the content of Council's Waste Management Policy. The Waste Management Policy has also been reviewed and is proposed to be updated to ensure there is no ambiguity between the policy and the local laws.

In particular, proposed Subordinate Local Law No. 8 (Waste Management) 2026 deals with the following matters:

Bulk Bins

1. A bulk bin is prescribed to store general waste at multi-residential premises or commercial premises where an alternative service is in place.
 - a. "bulk bin" means a waste container, other than a standard general waste container, that is supplied to multi-residential premises or commercial or industrial premises under an alternative service.
 - b. "alternative service" means a bulk waste bin which may be provided (through a private contractor) for the domestic, commercial or industrial waste portion of the waste collection service for the premises.
 - c. The definition of "multi-residential premises" has been copied over from Subordinate Local Law No. 2 (Animal Management) 2012, for consistency across Council's local laws.
2. At multi-residential premises or commercial premises where an alternative service is in place, the bulk bin must have a capacity not less than the equivalent total volume of the standard general waste containers that would otherwise be supplied to the premises based on the serviced customers.

Bin Contamination

3. In addition to the types of waste that Local Law No. 8 (Waste Management) 2026 states are not permitted to be placed in a waste container, proposed Subordinate Local Law No. 8 (Waste Management) 2026 prescribes that the following items are not permitted to be placed in a bulk bin or standard general waste container:
 - a. hot ashes or acid;
 - b. lead acid batteries, imbedded batteries, household batteries or vapes;
 - c. wire;
 - d. tyres or engine parts;
 - e. chemicals and pesticides;
 - f. industrial waste;
 - g. medical and clinical waste including untreated sharps;
 - h. gas bottles and fire extinguishers;
 - i. paints and solvents;
 - j. motor and cooking oils;
 - k. heavy material such as concrete, bricks, timber, soil and rocks;
 - l. asbestos, explosives and other hazardous material; and
 - m. flares and EPIRBS.
4. Also, only domestic waste or commercial waste is permitted to be placed in the red-lidded bin. Only recyclable waste is permitted to be placed in the yellow-lidded bin. And only green waste is permitted to be placed in the lime-green-lidded bin. This way, Council has the option of issuing infringement notices for any type of contaminated bin.
 - a. "standard general waste container" has been specifically defined to ensure that only Council-approved bins are used that comply with AS 4123:2008 Mobile Waste Containers.
 - b. "recyclable waste" is defined in detail (both in the positive and in the negative) in the Dictionary to proposed Subordinate Local Law No. 8 (Waste Management) 2026.

- c. “domestic waste”, “commercial waste” and “green waste” are all sufficiently defined in Local Law No. 8 (Waste Management) 2026.

Storage Place for Bins

5. Proposed Subordinate Local Law No. 8 (Waste Management) 2026 prescribes that the occupier must ensure that bins are stored “within the property boundary”. This is a change from the default under Local Law No. 8 (Waste Management) 2018 that the bin must be stored “at ground level close to the rear alignment of a building at the premises.” The risk is that the bin could then be stored anywhere on the property (including front yard), whereas the default aims to keep the bin towards the back of the property. At the same time, the proposed provision aims to be flexible to take into account the rural properties in the local government area.
6. The occupier of premises will be required to ensure that a bin brought out for emptying is taken back in by 6:00pm on the day after the scheduled collection day. This is generally consistent with Local Law No. 8 (Waste Management) 2018, where the default is that bins are only permitted outside the premises “24 hours before or after the scheduled collection day”.

Industrial Waste

7. Proposed Subordinate Local Law No. 8 (Waste Management) 2026 prescribes that the occupier of premises where there is industrial waste must do the following:
 - a. supply at the premises adequate industrial waste containers for storing the waste at the premises safely, efficiently and without causing a nuisance;
 - b. keep the waste containers within the property boundary at the premises; and
 - c. keep each such waste container clean and in good repair.
8. It also prescribes that the occupier of premises where there is industrial waste must separate out regulated waste and asbestos waste and transport it to a waste facility.
9. “industrial waste”, “regulated waste” and “waste facility” are already defined in Local Law No. 8 (Waste Management) 2018.

Unlawful Disposal at Waste Facility

10. In addition to the types of waste that Local Law No. 8 (Waste Management) 2018 states are not permitted to be disposed of at a waste facility, proposed Subordinate Local Law No. 8 (Waste Management) 2026 declares that a person must not deposit the following waste at a waste facility:
 - a. liquescent waste streams or any waste capable of yielding free liquids;
 - b. untreated infectious and chemical wastes and liquid pharmaceuticals from clinical and related waste stream;
 - c. cytotoxic wastes;
 - d. untreated sharps;
 - e. S8 pharmaceuticals;
 - f. all radioactive wastes, unless approved under the *Radioactive Substances Act 1958*;
 - g. pyrophoric wastes (where co-disposed with other potentially combustible material); and
 - h. explosives and ammunition, pyrotechnics or propellants, apart from trace residues no longer capable of supporting combustion or an explosive reaction.
11. This is consistent with the conditions of the permit issued to Council under the *Environmental Protection Act 1994* on 13 November 2020 (Environmental authority EPPR00597513). The list is copied from Schedule 2G2 (Prohibited wastes) of that environmental authority.

For consistency with Local Law No. 8 (Waste Management) 2018 and proposed Subordinate Local Law No. 8 (Waste Management) 2026, the Waste Management Policy should be updated as follows:

1. To note that bins should not be left out for extended periods:

Under Local Law No. 8 (Waste Management) 2018, Council may issue infringement notices to persons responsible for mobile bins that are left outside for extended periods.

2. To remove the policy option of suspending rubbish collection services for 1 month (initially) and three months (following further contamination notices). Bin contamination will instead be dealt with by Council refusing to empty a contaminated bin and issuing a notice and, where appropriate, a fine. The updated text reads as follows:

Mobile Bin Contamination

Mobile bins must only contain materials listed on the bin lid and/or materials authorised by Council through its website or official Council brochures.

Where mobile bins are found to contain unsuitable or contaminating materials, the resident or occupier may be issued with a contamination notice and information brochure advising of the non-compliance.

Where mobile bins contain contamination, unsuitable material, or prohibited items, the bin may not be collected if the contamination is identified prior to tipping. The bin will only be serviced once the offending materials have been removed.

If an additional bin service is required outside the normal service schedule, an additional service charge may apply.

Under Local Law No. 8 (Waste Management) 2018, Council may issue infringement notices to persons responsible for mobile bins that are repeatedly contaminated.

3. To correct minor errors (including Council's phone number).

As the proposed Subordinate Local Law No. 8 (Waste Management) 2026 is authorised by existing Local Law No. 8 (Waste Management) 2018, it is consistent and compliant with Queensland Government legislation, whilst incorporating the local wishes of Council. A State Interest Check is not required. Public consultation is optional.

Consultation

Legal firm Culturev8 were engaged to undertake a review of the proposed Subordinate Local Law No 8.

Consultation was undertaken with the Councillors and Executive Leadership Team on Tuesday, 2 June 2026.

Budget & Resource Implications

Reduction in administrative costs and service delivery costs associated with the current contaminated bin process.

Legal Authority & Implications

Compliance with *Local Government Act 2009*.

Policy Implications

Amendment to the Waste Management Policy to align the proposed new Subordinate Local Law No 8. (Waste Management) 2026.

Risk Implications (Strategic, Operational, Project Risks)

There is a risk that enforcement through fines may be perceived by residents as punitive or unfair, particularly if there is limited understanding of what constitutes contamination. However, this risk will be mitigated through an education-first approach, with clear guidance and engagement provided to residents, and infringements issued only to repeat offenders.

Attachments

1. Burdekin Shire Council Subordinate Local Law No. 8 (Waste Management) 2026

Burdekin Shire Council

Subordinate Local Law No. 8 (Waste Management) 2026

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Part 1 Preliminary

1 Short title

This subordinate local law may be cited as *Subordinate Local Law No. 8 (Waste Management) 2026*.¹

2 Purpose and how it is to be achieved

- (1) The purpose of this subordinate local law is to supplement *Local Law No. 8 (Waste Management) 2018* in order to protect the public health, safety and amenity related to waste management.
- (2) The purpose is to be achieved by providing for—
 - (a) requirements for the storage, servicing and removal of waste; and
 - (b) conditions regulating the disposal of waste at waste facilities; and
 - (c) matters to ensure that an act or omission does not result in—
 - (i) harm to human health or safety or personal injury; or
 - (ii) property damage or loss of amenity; or
 - (iii) environmental harm or environmental nuisance.

3 Authorising local law

The making of the provisions in this subordinate local law is authorised by *Local Law No. 8 (Waste Management) 2018* (the **authorising local law**).

4 Commencement

This subordinate local law commences upon publication of the notice of *Subordinate Local Law No. 8 (Waste Management) 2026* in the Gazette.

5 Definitions

- (1) Particular words used in this subordinate local law have the same meaning as provided for in the authorising local law.
- (2) The dictionary in schedule 1 defines particular words used in this subordinate local law.

6 A thing that is specified to be waste—Authorising local law, Sch1 Dictionary

For Schedule 1 of the authorising local law, for the definition of “waste”, no supplementary definition has been prescribed.

¹ This local law does not apply to the extent of any inconsistency with a law of the State or the Commonwealth. See the *Local Government Act 2009*, section 27.

Part 2 Waste management

Division 1 Designation of areas for general or green waste collection

This part in the authorising local law does not contain any matters to be provided for by subordinate local law.

Division 2 General waste

Subdivision 1 Storage of general waste

7 Owner or occupier of premises to supply waste containers—Authorising local law, s6

- (1) *For section 6(1)(a) of the authorising local law, nothing has been prescribed.*
- (2) *For section 6(1)(b) of the authorising local law, nothing has been prescribed.*

8 Requirements for storing general waste in waste containers—Authorising local law, s7

- (1) For section 7(1)(a)(ii) of the authorising local law, a bulk bin is prescribed to store general waste at multi-residential premises or commercial premises where an alternative service is in place.
- (2) At multi-residential premises or commercial premises where an alternative service is in place, the bulk bin must have a capacity not less than the equivalent total volume of the standard general waste containers that would otherwise be supplied to the premises based on the serviced customers.
- (3) For section 7(2)(a)(iv) of the authorising local law, it is declared that the following things must not be placed in a standard general waste container—
 - (a) for red-lidded (domestic and commercial) standard general waste containers—waste that is not domestic waste or commercial waste;
 - (b) for yellow-lidded (recycling) standard general waste containers—waste that is not recyclable waste;
 - (c) for lime-green-lidded (green waste) standard general waste containers: waste that is not green waste;
 - (d) for bulk bins (domestic and commercial) at multi-residential premises or commercial premises where an alternative service is in place—waste that is not domestic waste or commercial waste; and
 - (e) for bulk bins (recycling) at multi-residential premises or commercial premises where an alternative service is in place—waste that is not recyclable waste; and
 - (f) for all bulk bins and standard general waste containers—
 - (i) hot ashes or acid;
 - (ii) lead acid batteries, imbedded batteries, household batteries or vapes;
 - (iii) wire;

- (iv) tyres or engine parts;
- (v) chemicals and pesticides;
- (vi) industrial waste;
- (vii) medical and clinical waste including untreated sharps;
- (viii) gas bottles and fire extinguishers;
- (ix) paints and solvents;
- (x) motor and cooking oils;
- (xi) heavy material such as concrete, bricks, timber, soil and rocks;
- (xii) asbestos, explosives and other hazardous material; and
- (xiii) flares and EPIRBS.

9 General requirements for keeping waste containers at serviced premises—Authorising local law, s8

- (1) For section 8(1)(b) of the authorising local law, the occupier of serviced premises must ensure that a waste container supplied for the premises is kept—
 - (a) within the property boundary (also a *waste container storage place*)
- (2) For section 8(2)(b)(i) of the authorising local law, the occupier of premises must ensure that a waste container in a place outside the premises is not in the place after 6pm on the day after the scheduled collection day.

10 Other requirements for storing general waste at particular serviced premises—Authorising local law, s9

For section 9(2)(b) of the authorising local law, nothing has been prescribed.

Subdivision 2 Storage of general waste

This part in the authorising local law does not contain any matters to be provided for by subordinate local law.

Division 3 Storage and treatment of industrial waste

11 Requirements for storing industrial waste—Authorising local law, s12

For section 12(1)(b) of the authorising local law, the occupier of premises where there is industrial waste must—

- (a) supply at the premises adequate industrial waste containers for storing the waste at the premises safely, efficiently and without causing a nuisance;
- (b) keep the waste containers within the property boundary at the premises; and
- (c) keep each such waste container clean and in good repair.

12 Requirement to treat industrial waste for disposal—Authorising local law, s13

- (1) For section 13(b)(i) of the authorising local law, the occupier of premises where

there is industrial waste must separate out regulated waste and asbestos waste and transport it to a waste facility.

- (2) For section 13(b)(ii) of the authorising local law, the occupier of premises where there is industrial waste must separate out regulated waste and asbestos waste and transport it to a waste facility.

Part 3 Waste receipt and disposal

13 Unlawful disposal of waste at waste facility—Authorising local law, s14

For section 14(1)(h) of the authorising local law, it is declared that a person must not deposit the following waste at a waste facility—

- (a) liquescent waste streams or any waste capable of yielding free liquids;
- (b) untreated infectious and chemical wastes and liquid pharmaceuticals from clinical and related waste stream;
- (c) cytotoxic wastes;
- (d) untreated sharps;
- (e) S8 pharmaceuticals;
- (f) all radioactive wastes, unless approved under the *Radioactive Substances Act 1958*;
- (g) pyrophoric wastes (where co-disposed with other potentially combustible material); and
- (h) explosives and ammunition, pyrotechnics or propellants, apart from trace residues no longer capable of supporting combustion or an explosive reaction.

Schedule 1 Dictionary

Section 5

alternative service means a bulk waste bin which may be provided (through a private contractor) for the domestic, commercial or industrial waste portion of the waste collection service for the premises.

bulk bin means a waste container, other than a standard general waste container, that is supplied to multi-residential premises or commercial or industrial premises under an alternative service.

multi-residential premises means:

- (a) a residence which forms part of a group of 2 or more residences in circumstances where 2 or more of the residences of the group are directly adjacent to each other and share—
 - (i) a common wall; or
 - (ii) a ceiling in circumstances where 1 residence is directly under the floor of another residence; and
- (b) a residence situated on a lot which forms part of a community titles scheme as defined in the *Body Corporate and Community Management Act 1997*.

Examples of multi-residential premises—

Flats, boarding houses, tenement buildings, home units, townhouses and duplexes.

recyclable waste means any of the following that is clean and inoffensive:

- (a) Aluminum cans, steel cans, foil trays and empty aerosols
- (b) Paper and cardboard
- (c) Pizza boxes
- (d) Empty glass bottles and jars (No lids)
- (e) Empty milk and juice cartons
- (f) Rigid plastic bottles and containers, type 1 to 5 only (type 1 PETE, type 2 HDPE, type 3 PVC, type 4 LDPE, type 5 PP)

Note: The following items are not recyclable waste—

- takeaway coffee cups
- disposable nappies
- soft plastics (scrunch-able) such as plastic bags, bubble wrap, chip packets and meat trays made from foam
- plastics other than type 1 to 5
- polystyrene cups and trays and styrofoam packaging material
- clothing
- Pyrex, ovenware, plates, cups or crockery
- mirrors and broken homeware glass
- liquids or chemicals such as paint

- green waste / garden waste
- food scraps

standard general waste container more specifically means a standard general waste container, as defined in the authorising local law, that meets the following specifications—

- (a) 140-litre, 240-litre and 360-litre mobile bins must comply with AS 4123:2008 Mobile Waste Containers;
- (b) for domestic and commercial premises, have the following colours:
 - (i) for domestic and commercial waste—have dark green bodies and red lids;
 - (ii) for recyclable waste—have dark green bodies and yellow lids;
 - (iii) for green waste—have dark green bodies and lime green lids.
- (c) be constructed of UV-stabilised HDPE suitable for Queensland climatic conditions;
- (d) contain a minimum of 30% Post Consumer recycled Australian content;
- (e) where reasonably possible, be made in Australia;
- (f) be hot stamped with individual identification serial numbers in sequential order;
- (g) be stickered with Council supplied sticker(s), when requested by Council;
- (h) be provided with Council-approved permanent embossing in all manufacturer insert locations on the lid; and
- (i) be hot-foil embossed with an approved logo of the local government.

This and the preceding **XX** pages bearing my initials is a certified copy of *Subordinate Local Law No. 8 (Waste Management) 2026* adopted in accordance with section 29 of the *Local Government Act 2009* by Burdekin Shire Council by resolution on **[DATE]**.

Chief Executive Officer

ENVIRONMENTAL AND HEALTH SERVICES**7.1.2. Acceptance of Quotes - TBSC/26/011 - Register of Prequalified Suppliers - Supply and Delivery of Pool Chemicals****File Reference:** 919**Report Author:** Linda Govan, Coordinator Environment and Health Projects**Authoriser:** Jude Austin, Manager Environmental and Health Services**Meeting Date:** 23 June 2026**Link to Corporate/Operational Plan:**

Burdekin Shire Council Corporate Plan 2025-2030

- Encourage active communities through the provision and maintenance of recreational spaces.
- Provide safe, attractive, accessible, and functional community spaces and facilities.
- Shape the built environment to enhance connectivity, social interaction, and a healthy lifestyle

Executive Summary

A Register of Prequalified Suppliers (ROPS) is required to ensure that Council purchases the required pool chemicals at the best available price in a timely manner.

The tender was open 22 April 2026, closing 15 May 2026 with six (6) responses received with suppliers providing prices for two (2) chemicals to all seven (7) chemicals. The tender includes the supply and delivery of the chemicals to the pools.

Officer's Recommendation

That Council accepts the quotations submitted by DGL Manufacturing, ELA Professional Solutions Pty Ltd, Furlong P & S, Maytronics Australia Pty Ltd, Oarco Pty Ltd and Reece Australia for the purpose of establishing a 'Register of Prequalified Suppliers - Supply and Delivery of Pool Chemicals'.

The register will be effective for a period of two (2) years from 1 July 2026.

Background

A review of the purchase of pool chemicals highlighted the benefits to Council of entering into a Register of Prequalified Suppliers. The Register provides alternative options for the supply of pool chemicals and ensures best value for money.

Tender TBSC/26/011 - Register of Prequalified Suppliers - Supply and Delivery of Pool Chemicals was called on 22 April 2026 and closed on 15 May 2026. The tender was viewed by 34 suppliers with 22 expressing interest. Six (6) responses were received.

Local Presence

Three (3) suppliers are Burdekin based businesses, two (2) are national suppliers with Townsville branches, and one (1) operates from Mackay.

Capability

All respondents can supply some or all of the required products. The primary risk identified is potential

delivery delays. Most suppliers reported stock on hand or availability within three (3) business days.

Quality Assurance

None of the respondents hold certified quality assurance accreditation. Five (5) maintain internal quality systems supported by policies and procedures, while one (1) incorporates quality assurance within a continuous improvement framework.

Price

The tender called for the price to supply and deliver seven (7) chemicals. The assessment has identified that there are a number of suppliers that can provide the chemicals with cost benefits to Council. An assessment of the prices has identified an approximate saving of \$7,500.00 on the cost of these chemicals when ordering from the lowest priced supplier on a monthly basis.

Consultation

The tender was opened on Vendor Panel from 22 April 2026, closing 15 May 2026. It was also advertised on Council's website and in the Burdekin Life newspaper.

Budget & Resource Implications

The prices submitted have identified potential savings and therefore the prices are within the budgeted amount.

Legal Authority & Implications

The tender process has been followed in accordance with the *Local Government Act 2009* and *Regulation 2012*.

Policy Implications

Not applicable.

Risk Implications (Strategic, Operational, Project Risks)

Any identified risks will be managed by following the Enterprise Risk Management Policy and adopted Enterprise Risk Management Framework.

There are opportunities for savings by ordering less frequently and reducing delivery costs. The risks can be reduced by planning the ordering in advance to ensure best price is available and potentially take advantage of the bulk ordering discounts that are available.

Attachments

None

ENVIRONMENTAL AND HEALTH SERVICES

7.1.3. Waste Facility Operating Hours

File Reference: 791, 1846, 1847

Report Author: Rachel Martin, Coordinator Waste Services

Authoriser: Jude Austin, Manager Environmental and Health Services

Meeting Date: 23 June 2026

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

This report presents an evaluation of waste facility operating hours across the Ayr Transfer Station, Home Hill Transfer Station, and Kirknie Landfill. The analysis compares multiple operational scenarios, considering cost implications, staff safety, community feedback, and service efficiency.

Cost modelling demonstrates that operating facilities with reduced hours and scheduled lunch closures offers the most cost-effective and operationally sustainable option. While community feedback indicates inconvenience associated with midday closures, staff feedback highlights improved working conditions and compliance benefits.

The report recommends proceeding with adjusted operating hours that balance cost efficiency, workforce sustainability, and community access.

Officer's Recommendation

That Council adopt:

1. operating hours of 9:00am to 5:00pm with a scheduled lunch closure from 12:00pm to 1:00pm at the Ayr Transfer Station to deliver a cost-effective and sustainable service, and support staff wellbeing;
2. operating hours of 9:00am to 5:00pm with an offset scheduled lunch closure from 1:00pm to 2:00pm at the Home Hill Transfer Station to deliver a cost-effective and sustainable service, and support staff wellbeing; and
3. reduced operating hours of 8:00am to 1:00pm at Kirknie Landfill, including closure to the public in the early afternoon, to align with low demand and allow for operational, maintenance and compliance activities to be undertaken efficiently.

Background

Council operates waste facilities at Ayr, Home Hill and Kirknie, providing services to the community. Feedback has been received, particularly during summer, that earlier opening hours would better align with customer work practices and heat conditions.

The Ayr and Home Hill Transfer Stations are generally staffed by a single operator, with additional staffing at Ayr during peak summer periods, and Kirknie Landfill also operates under a single operator model.

These arrangements limit service continuity during meal breaks, with facilities either required to close or incur penalty payments where breaks are delayed or interrupted.

At Kirknie, all loads, with limited exceptions, must be inspected at the weighbridge. While a boom gate and access fob system is in place, access is restricted to approved users, requiring the operator to attend all customer arrivals. This disrupts operational tasks and can prevent compliant meal breaks without additional cost.

In response, Council has reviewed waste facility operating hours, considering rising labour costs, workforce compliance requirements, and community feedback on accessibility. A trial of revised hours, including scheduled lunch closures, was conducted, and feedback indicated improved staff compliance with break requirements and clearer customer expectations, with some continued requests for extended access periods.

Cost modelling has been completed based on 2026-2027 wage rates, incorporating penalty provisions, overtime assumptions and site operational requirements.

Summary of officer's recommendation and alternative options for Council to consider

Ayr Transfer Station

Option 1 - Recommendation

That Council adopt operating hours of 9:00am to 5:00pm with offset scheduled lunch closures at the Ayr Transfer Station to deliver a cost-effective and sustainable service, and support staff wellbeing.

Option 2

That Council adopt operating hours of 9:00am to 5:00pm at the Ayr Transfer Station, with no lunch closures, to improve customer access, noting the increased operational costs and resourcing requirements, including the need for a casual employee to provide lunch relief or the payment of interrupted meal breaks where relief is unavailable.

Home Hill Transfer Station

Option 1 - Recommendation

That Council adopt operating hours of 9:00am to 5:00pm with offset scheduled lunch closures at the Home Hill Transfer Station to deliver a cost-effective and sustainable service, and support staff wellbeing.

Option 2

That Council adopt operating hours of 9:00am to 5:00pm at the Ayr and Home Hill Transfer Stations, with no lunch closures, to improve customer access, noting the increased operational costs and resourcing requirements, including the need for a casual employee to provide lunch relief or the payment of interrupted meal breaks where relief is unavailable.

Kirknie Landfill

Option 1 - Recommendation

That Council adopt reduced operating hours of 8:00am to 1:00pm at Kirknie Landfill, including closure to the public in the early afternoon, to align with low demand and allow for operational, maintenance and compliance activities to be undertaken efficiently.

Option 2

That Council maintain extended operating hours of 8:00am to 4:00pm at Kirknie Landfill with continuous public access throughout the day to maximise service availability, noting the increased operational costs and reduced efficiency for site maintenance activities, and the resourcing requirements, including the need for a casual employee to provide lunch relief or the payment of interrupted meal breaks where relief is unavailable.

Option 3

That Council adopt operating hours of 8:00am to 3:00pm at Kirknie Landfill, including a defined lunch closure from 12:00pm to 1:00pm, that provides both customer access while maintaining a period for uninterrupted site maintenance and limiting additional staffing costs.

Consultation

Community Consultation

Limited feedback (approximately 0.5% of users) indicates:

- concerns regarding lunchtime closures;
- preference for extended opening hours, particularly at Kirknie Landfill;
- dissatisfaction with mid-week closure at Home Hill Transfer Station.

Staff Consultation

Staff feedback has been generally positive:

- support for structured lunch breaks;
- improved working conditions and reduced fatigue risk;
- perception that consistent closing times may reduce customer conflict.

Any permanent change to working arrangements will require formal consultation with employees and relevant unions.

Budget & Resource Implications

The financial analysis demonstrates substantial cost differences between operating models. The following cost estimates have been prepared in relation to the proposed waste facility operating hours. These estimates represent maximum projected costs and should be considered indicative only.

The estimate does not include:

- public holiday penalty rates;
- allowances, including Workplace Incident Reporting (WIR), toilet cleaning, and poison allowances; and
- wages associated with waste facility project works undertaken at sites.

The estimate includes:

- provision for an additional casual employee at the Ayr Transfer Station during the summer season;
- maximum staffing cost estimates across all sites, incorporating penalty rates for interrupted lunch breaks on a daily basis;
- an allowance for site preparation and closure activities, including 15 minutes of paid time prior to opening and 15 minutes following closure at each site;
- additional overtime provisions for the Ayr Transfer Station where sites remain open during the lunch period, including a 15-minute allowance to undertake tasks not achievable during operational hours.

Additional Considerations:

- the estimates assume interrupted lunch penalties are incurred each day at each site. However, prior to the commencement of the trial operating hours, only one staff member per site was consistently claiming such penalties.
- where lunch breaks are interrupted, employees are entitled to double time (2T) from the commencement of the meal break through to the completion of the work period.

Ayr Transfer Station - Current 26/27 Wages Budget \$295,000.00

Scenario	Permanent	Casual Summer Period	Total
8:00am - 5:00pm (closed 12:00pm - 1:00pm)	\$197,228.00	\$75,778.00	\$273,006.00
9:00am - 5:00pm (closed 12:00pm - 1:00pm)	\$176,378.00	\$67,137.00	\$243,515.00
8:00am - 5:00pm (open all day)	\$247,213.00	\$94,956.00	\$342,169.00
9:00am - 5:00pm (open all day)	\$219,216.00	\$83,488.00	\$302,704.00

Home Hill Transfer Station - Current 26/27 Wages Budget \$170,000.00

Scenario	7 Day Operation	6 Day Operation (Closed Wednesdays)
8:00am - 5:00pm (closed 1:00pm - 2:00pm)	\$193,883.00	\$169,641.00
9:00am - 5:00pm (closed 1:00pm - 2:00pm)	\$172,846.00	\$151,344.00
8:00am - 5:00pm (open all day)	\$242,722.00	\$210,108.00
9:00am - 5:00pm (open all day)	\$211,453.00	\$183,438.00
10:00am - 5:00pm (closed 1:00pm - 2:00pm)	\$151,241.00	-
10:00am - 5:00pm (open all day) - previous operating hours	\$179,615.00	-

Kirknie Landfill - Current 26/27 Wages Budget \$199,000.00

Scenario	6 Day Operation
Monday - Friday 8:00am - 4:00pm (closed 12:00pm - 1:00pm) Saturday 8:00am - 12:00pm	\$127,776.00
Monday - Friday 8:00am - 4:00pm (open all day) Saturday 8:00am - 12:00pm	\$162,593.00

Additional resourcing considerations:

- Casual staff to cover lunch breaks estimated at approximately \$67,465.00 annually, plus vehicle costs of \$11,434.00.
- Risk of limited casual workforce availability, particularly during peak (summer) periods. Overall, reduced hours with lunch closures provide the greatest cost efficiency.

Legal Authority & Implications

Council has authority to determine operating hours for its waste facilities under relevant Local Government legislation.

However, the following must be considered:

- compliance with industrial relations obligations, including award conditions and overtime provisions;
- Workplace Health and Safety (WHS) requirements, particularly regarding fatigue and adequate rest breaks; and
- requirement for consultation with staff and unions where changes to working conditions occur.

Failure to provide appropriate breaks may result in compliance breaches and increased liability.

Policy Implications

The proposed changes align with Council's objectives to:

- deliver efficient and sustainable services;
- ensure safe systems of work for employees;
- optimise resource allocation within operational budgets.

The changes may require updates to internal operational procedures and service delivery guidelines.

Risk Implications (Strategic, Operational, Project Risks)

Strategic Risks:

- community dissatisfaction due to reduced accessibility during lunch closures;
- reputational risk if service levels are perceived to decline.

Operational Risks:

- workforce fatigue and WHS risks if compliant rostering is not maintained;
- dependency on casual staff for coverage;
- reduced service efficiency if hours are not aligned with demand patterns;
- implementation of split shift arrangements for new staff.

Project Risks:

- industrial disputes or delays if consultation requirements are not adequately addressed;
- transition challenges in implementing new rosters and communicating changes to the public;
- potential for increased complaints during initial implementation phase.

Mitigation measures include ongoing monitoring, staged implementation and targeted communication strategies.

Attachments

None

PLANNING AND DEVELOPMENT**7.3.1. Development Application for a Development Permit for Material Change of Use for Low Impact Industry, Outdoor Sales and Showroom at 77-79 Edwards Street, Ayr (Lot 38 on SP353343)****File Reference:** 226, MCU25/0015**Report Author:** Kelly Reaston, Urban Planning North**Authoriser:** James Stewart, Director Infrastructure Planning and Environmental Services**Meeting Date:** 23 June 2026**Link to Corporate/Operational Plan:**

Burdekin Shire Council Corporate Plan 2025-2030

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

Burdekin Shire Council Operational Plan 2025-2026

PD11 Decide on development applications for new residential plumbing works development in accordance with legislative timelines.

Executive Summary

Council is in receipt of a development application lodged by BNC Planning on behalf of the Applicant, Tracpower NQ Pty Ltd, seeking a Development Permit for Material Change of Use for Low Impact Industry, Outdoor Sales and Showroom located at 77-79 Edwards Street, Ayr on land described as Lot 38 on SP353343.

The application is impact assessable under the *Burdekin Shire Planning Scheme 2022* (the Planning Scheme) due to its location within the Low Density Residential Zone. The proposal seeks to formalise and expand the existing vehicle repair station use by introducing ancillary Outdoor Sales and Showroom activities, with no changes to the existing built form.

The development has been assessed against the relevant provisions of the *Planning Act 2016* and the *Burdekin Shire Planning Scheme 2022* and is considered to achieve an acceptable planning outcome, subject to reasonable and relevant conditions.

Officer's Recommendation

That Council approve the development application seeking a Development Permit for Material Change of Use for Low Impact Industry, Outdoor Sales and Showroom at 77-79 Edwards Street, Ayr on land described as Lot 38 on SP353343, subject to reasonable and relevant conditions as set out in Attachment A.

Background**Application**

The application was submitted to Council on 1 November 2025 and was properly made on 21 November 2025. A Confirmation Notice was issued on 24 November 2025.

Subject Site and Surrounding Land Uses

The subject site is a 2,019m² allotment located at the corner of Edwards Street, Ayr and Gordon Street, Ayr and is zoned Low Density Residential under the Planning Scheme.

The site currently accommodates a lawful vehicle repair station (Low Impact Industry) and contains established industrial-style buildings and gravel display areas. Surrounding land uses include a mix of dwelling houses, a child care centre, rural activities and low impact industrial uses.

A locality plan is provided at Attachment B.

Infrastructure Services

The site is currently serviced by established infrastructure, including reticulated water supply, sewer, electricity and telecommunications.

The proposed development does not involve any changes to the existing servicing arrangements or infrastructure connections.

Access and on-site parking arrangements will be upgraded and recommended conditions seek the provision of a Stormwater Management Plan to address localised flooding.

Accordingly, the development is considered to be adequately serviced in line with the requirements of the Planning Scheme.

Road Network and Access

Access to the site is provided via an existing vehicle crossover to Edwards Street and a new crossover to Gordon Street. Conditions imposed by the State Assessment and Referral Agency (SARA) include the provision of 'No Parking' line-marking and signage along the Edwards Street frontage to maintain safe access, and to ensure vehicle sight lines are not obstructed.

Recommended Council conditions require the provision of a formed crossover to Gordon Street.

The submitted traffic assessment demonstrates that the proposed development will generate a very low level of additional traffic, with only a marginal increase over the existing vehicle repair use. Peak hour traffic generation is estimated to be minimal and well within the capacity of the surrounding road network.

Traffic modelling indicates that the increase in traffic on Edwards Street is negligible (approximately 0.23% daily increase) and that increases on Gordon Street are within the acceptable capacity of a local access street.

No upgrades to the Edwards Street and Gordon Street, Ayr intersection are required.

Landscaping

Given the nature of the use and its interface with the road reserve and existing infrastructure, the provision of landscaping is not considered necessary or appropriate in this instance.

Planning Assessment Summary

Development applications that are impact assessable are assessable against the entire Planning Scheme. A detailed assessment has been completed against the relevant provisions in the Planning Scheme (refer Attachment C) with a summary provided in the table below.

Planning Scheme Provision	Proposal/Officer Comment
<p><u>Strategic Framework</u></p> <p>The Strategic Framework establishes four (4) themes that represent the policy intent of the Scheme. The themes are:</p> <p>(a) <i>Liveable communities and infrastructure.</i></p> <p>(b) <i>Economic growth.</i></p> <p>(c) <i>Safe and resilient communities.</i></p> <p>(d) <i>Natural resources, the environment and heritage.</i></p>	<p>The proposed development formalises and expands the existing use of the site without requiring changes to the established built form or infrastructure arrangements. The development utilises an existing premises and services, avoiding the need for additional infrastructure.</p> <p>The development is consistent with the Strategic Framework in that it:</p> <ul style="list-style-type: none"> • supports liveable communities by maintaining residential amenity and integrating a small-scale non-residential use within an established locality; • contributes to economic growth through the provision of goods and services that support the local and rural community; • avoids impacts on natural resources and environmental values by relying on existing infrastructure. <p>The proposal has been assessed against the relevant zone, overlay and development codes and is considered to achieve an acceptable planning outcome. On this basis, the development is not inconsistent with the intent of the Strategic Framework.</p>
<p>Low Density Residential Zone Code</p>	<p>The proposal introduces a small-scale non-residential component that operates in conjunction with an existing low impact industry use. The development does not involve changes to built form, and subject to conditions of approval, is not expected to result in adverse impacts on surrounding residential amenity.</p> <p>The use supports local community needs and remains consistent with the overall outcomes of the zone code, particularly in relation to scale, compatibility and amenity. On this basis, the proposal is considered to comply with the purpose and relevant performance outcomes of the code.</p>
<p>Development Works Code</p>	<p>No building works or changes to servicing arrangements are proposed as part of the development. Existing servicing infrastructure is to be retained and is adequate to support the proposed use.</p> <p>The development utilises existing access to Edwards Street, with additional access provided from Gordon Street. Upgrades to the Gordon Street access, and line-marking and signage to restrict parking along the Edwards Street frontage are to be undertaken in accordance with conditions of approval.</p> <p>Traffic generation associated with the proposal is minimal and is not expected to materially increase demand on the surrounding road network. The existing Edwards Street / Gordon Street intersection is considered to have sufficient capacity to accommodate the development.</p> <p>The application to Council sought to retain informal on-site parking. During the assessment of the application, the Applicant provided a revised site plan detailing the provision of concrete carparking and manoeuvring. Where required, compliance with the relevant provisions of the Development Works Code can be achieved through</p>

Planning Scheme Provision	Proposal/Officer Comment
	conditions of approval. On this basis, the proposal is considered to comply with the intent and relevant requirements of the Development Works Code.
Flood Hazard Overlay Code	The site is affected by the Flood Hazard Overlay. Recommended conditions seek a Stormwater Management Plan to ensure that the formalisation of on-site parking and manoeuvring areas does not have an adverse impact.

Based on the assessment of the development application, Council Officers consider that the proposed development can be recommended for approval, subject to the application of reasonable and relevant conditions.

Further Information Request

Although an Information Request was not issued by Council, a Further Advice notice was provided to the Applicant pursuant to Section 35 of the Development Assessment Rules.

The Further Advice was issued in response to matters raised by the State Assessment and Referral Agency (SARA), specifically in relation to traffic, access arrangements and stormwater management.

The Applicant was requested to provide a Traffic Impact Assessment prepared by a Registered Professional Engineer of Queensland, along with further details regarding access arrangements, parking and manoeuvring, and stormwater management.

The Applicant has since provided the requested information, including a Traffic Impact Assessment addressing the matters raised. The additional information has been reviewed and is considered to satisfactorily address the issues identified in the Further Advice.

Public Notification

The development proposal was placed on public notification from 5 March 2026 to 26 March 2026. The Applicant submitted the notice of compliance on 30 March 2026 advising that the public notification requirements were carried out in accordance with the requirements of the *Planning Act 2016*.

No properly made submissions were received during the public notification period.

Referral Agency Response

The application required referral to the State Assessment and Referral Agency (SARA) as the site is within 25 metres of a State transport corridor (Bruce Highway).

The application was assessed by the State Assessment and Referral Agency (SARA), with conditions imposed relating to site access, onsite manoeuvrability, and stormwater impacts.

The SARA conditions require a number of amendments to the design to ensure safety. An extract of the marked-up plan is provided below.

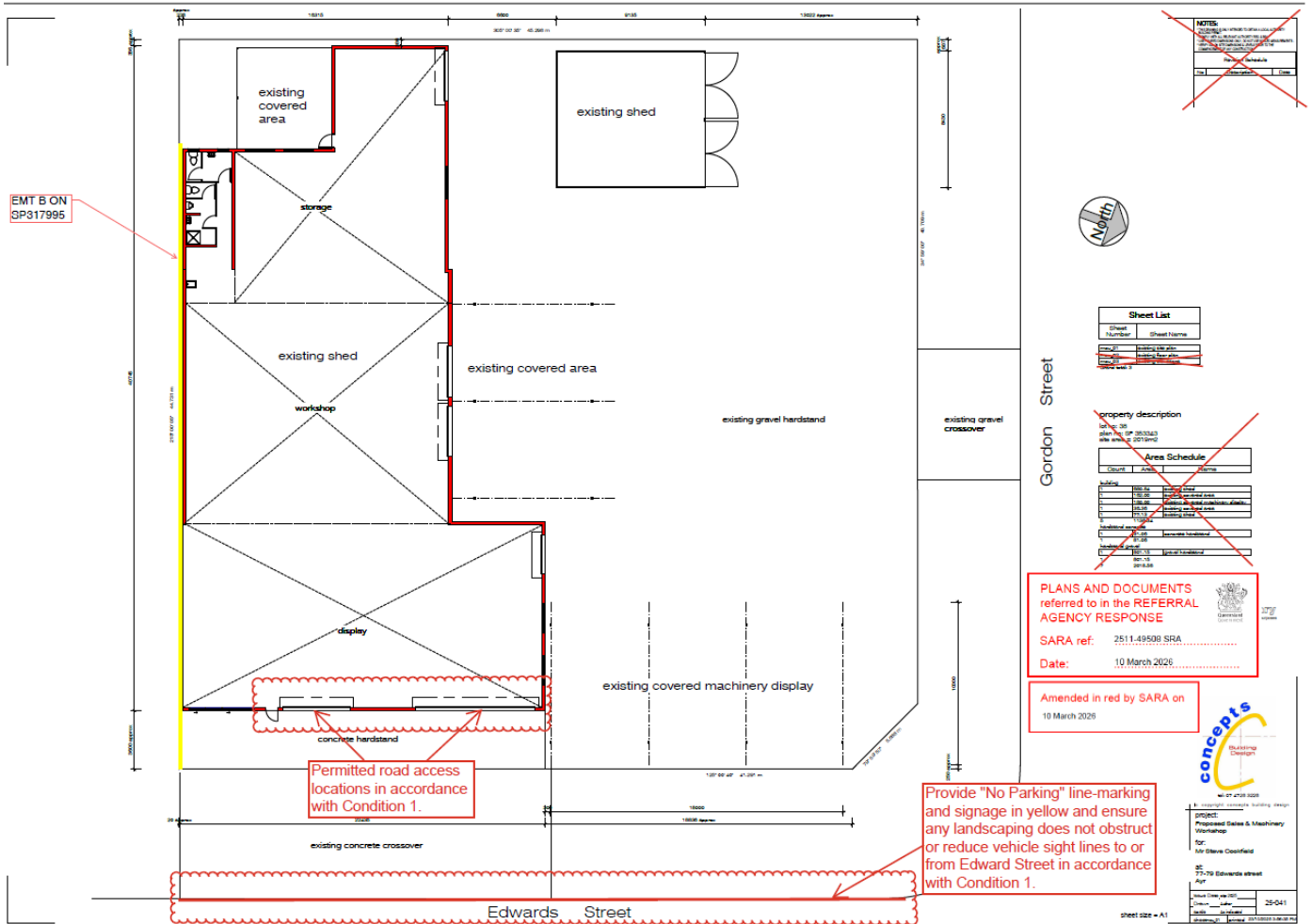


Figure 1 – Extract of SARA Referral Agency approved plan

A copy of the SARA Referral Agency conditions is provided at Attachment C.

Detailed Summary

Refer to Attachment D for the detailed assessment against the relevant provisions of the Planning Scheme.

Infrastructure Charges

Material Change of Use is a development type which triggers infrastructure charges as per Burdekin Shire Council Charges Resolution (No. 2) 2018 (Council’s Charges Resolution). A discount for the existing lot is applied to the site in accordance with Council’s Charges Resolution.

Development Description	Water Supply	Sewerage	Transport	Stormwater	Total
Commercial (bulk goods) and Other industry	\$20,453.94	\$20,453.94	\$21,590.27	\$16,833.90	\$79,332.05
Less credit – Other industry	\$19,317.61	\$19,317.61	\$18,181.28	\$11,363.30	\$68,179.80
Total	\$1,136.33	\$1,136.33	\$3,408.99	\$5,470.60	\$11,152.25

Consultation

The proposed development was workshopped with the Mayor and Councillors and the Executive Leadership Team on 21 April 2026.

Budget & Resource Implications

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

Legal Authority & Implications

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

Policy Implications

Not Applicable.

Risk Implications (Strategic, Operational, Project Risks)

Risk to Council relating to its obligation under the *Planning Act 2016* is primarily ensuring that the development application is properly managed, assessed and decided. Risk has been managed by undertaking a thorough assessment of this application, preparation of this report and identifying relevant and reasonable conditions of approval.

Attachments

1. Attachment A - Recommended Conditions of Approval
2. Attachment B - Locality and Proposed Plan
3. Attachment C - State Assessment Referral Agency Response
4. Attachment D - Detailed Assessment

Attachment A – Recommended Conditions of Approval

Condition	Reason	Timing
<p>1 General and Administration</p> <p><u>Compliance with Conditions</u></p> <p>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:</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p><u>Works – Applicant's Responsibility/Expense</u></p> <p>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 must be met by the Applicant, at no cost to the Council.</p> <p>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.</p> <p><u>Infrastructure Conditions</u></p> <p>1.6 All development conditions contained in this development approval relating to infrastructure under Chapter 4 of the <i>Planning Act 2016 (the Act)</i>, should be read as being non-trunk infrastructure conditioned under section 145 of the Act, unless otherwise stated.</p>		<p>At all times.</p>
<p>2. Approved Plans and Documents</p> <p><u>Approved Plans & Documents</u></p> <p>2.1 The proposed development must be completed, comply with and maintained generally in accordance with the drawings/ documents</p>	<p>The development must comply with all planning scheme requirements</p>	<p>At all times.</p>

Attachment A – Recommended Conditions of Approval

Condition	Reason	Timing
<p>identified below, except as otherwise specified and/or amended by any condition of this approval.</p> <p>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.</p> <p>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.</p>	<p>as approved and conditioned by this development permit.</p>	
Approved Plans		
Drawing Title	Drawing/Revision	Date
Proposed site plan	25-041 Sheet mcu_01	September 2025 Printed 5/05/2026
Existing elevations	25-041 Sheet mcu_03	September 2025 Printed 23/10/2025
<p>3. Notice of Intention to Commence the Use A minimum of two (2) weeks prior to the commencement of the use on the land that is 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.</p>		
<p>4. Outstanding Charges All rates and charges, in arrears in respect of the land, subject of the application, are paid in full prior to the commencement of the proposed use.</p>		
<p>5. Nature and Extent of Approved Use</p> <p>5.1 This approval provides for a development comprising:</p> <p>Low Impact Industry means the use of premises for an industrial activity—</p> <p>(a) that is the manufacturing, producing, processing, repairing, altering, recycling, storing, distributing, transferring or treating of products; and</p> <p>(b) that a local planning instrument applying to the premises states is a low impact industry; and</p>	<p>The development must comply with all planning scheme requirements including definitions, nature and extent as approved and conditioned by this development permit.</p>	<p>At all times.</p>

Attachment A – Recommended Conditions of Approval

Condition	Reason	Timing
<p>(c) <i>that complies with any thresholds for the activity stated in a local planning instrument applying to the premises, including, for example, thresholds relating to the number of products manufactured or the level of emissions produced by the activity.</i></p> <p>Outdoor Sales means the use of premises for—</p> <p>(a) <i>displaying, selling, hiring or leasing vehicles, boats, caravans, machinery, equipment or other similar products, if the use is mainly conducted outdoors; or</i></p> <p>(b) <i>repairing, servicing, selling or fitting accessories for the products stated in paragraph (a), if the use is ancillary to the use in paragraph (a).</i></p> <p>Showroom means the use of premises for the sale of goods that are of—</p> <p>(a) <i>a related product line; and</i></p> <p>(b) <i>a size, shape or weight that requires—</i></p> <p>(i) <i>a large area for handling, display or storage; and</i></p> <p>(ii) <i>direct vehicle access to the building that contains the goods by members of the public, to enable the loading and unloading of the goods.</i></p> <p>Specifically, 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 proposal plans listed in the table forming part of Condition 2.</p> <p>5.2 No other operations and/or activities are allowed other than those approved by this permit.</p> <p>5.3 The Council and its officers make no representations and provide no warranties as to the accuracy of the information contained in the</p>		

Attachment A – Recommended Conditions of Approval

Condition	Reason	Timing
5.4 development application including its supporting material provided to it by the applicant. 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.		
6. Stormwater Management Plan 6.1 The Applicant must submit a Stormwater Management Plan to the satisfaction of Council's Delegated Officer. 6.2 The Stormwater Management Plan must be prepared by a suitably qualified and experienced Registered Professional Engineer of Queensland (RPEQ) and demonstrate: (a) lawful point of discharge; (b) no worsening of stormwater flows to adjoining properties and Council infrastructure; (c) appropriate collection and disposal of stormwater from all impervious surfaces; (d) on-site drainage infrastructure, including pits, pipes and any required treatment measures; and (e) finished surface levels and overland flow paths. 6.3 All stormwater infrastructure must be constructed generally in accordance with the approved Stormwater Management Plan.	To ensure the appropriate management and lawful discharge of stormwater and to prevent adverse impacts on adjoining properties and the surrounding drainage network.	(a) Plan submission – Within three months of Council's decision; and (b) Compliance – At all times.
7. Access, Parking and Traffic 7.1 A minimum of six (6) car parking spaces must be provided and maintained on site for staff and customers. 7.2 Car parking spaces are to be separate from the areas designated for Outdoor Sales and Showroom uses.	To accommodate the anticipated demand safely and efficiently.	At all times.

Attachment A – Recommended Conditions of Approval

Condition	Reason	Timing
7.3 All off-street access, manoeuvring and parking bays must be designed and constructed in accordance with the relevant standards. A suitably qualified Registered Professional Engineer of Queensland (RPEQ) must certify compliance with AS2890.1 and AS2890.2. 7.4 All car parking, access and manoeuvring areas must be imperviously sealed. 7.5 Construct a driveway crossover at the Gordon Street frontage in accordance with the relevant standards.		
8. Lighting 8.1 All external lighting must be designed, installed and operated so that it does not cause nuisance to adjoining properties or the surrounding area. 8.2 The vertical illumination resulting from direct, reflected or incidental light from the site must not exceed 8 lux when measured at any point 1.5 metres outside the boundary of the property at any level from ground level upwards.	To ensure the development does not cause undue disturbance due to light emissions.	At all times.
9. Amenity and Environmental Emissions 9.1 The use must be conducted so that it does not cause undue disturbance to any person or activity because of noise, vibration, odour, dust or other emissions. 9.2 Noise emissions from the site must comply with the requirements of the Environmental Protection (Noise) Policy 2019. 9.3 Air emissions from the site must comply with the requirements of the Environmental Protection (Air) Policy 2019. 9.4 Any materials capable of generating dust or other air contaminants must be stored in a manner that prevents their release into the atmosphere, including being enclosed, covered or otherwise contained. 9.5 All external areas must be maintained in a clean and orderly condition and managed to prevent the generation of dust, odour or other emissions that may cause environmental nuisance.	To protect the amenity of the surrounding area and ensure compliance with relevant environmental standards.	At all times.

Attachment A – Recommended Conditions of Approval

Condition	Reason	Timing
<p>10. Storage and Handling of Potential Contaminants</p> <p>10.1 All areas where potentially contaminating substances are stored, handled or used must be designed, constructed and maintained to prevent the release of contaminants to land or water.</p> <p>10.2 Such areas must be:</p> <p>(a) Roofed to prevent ingress of stormwater; and</p> <p>(b) Sealed with concrete or another impervious surface.</p> <p>10.3 All runoff from these areas must be contained and managed on-site and must not be discharged to the stormwater system unless appropriately treated.</p> <p>10.4 Liquid wastes must be collected, treated and lawfully disposed of in a manner that prevents environmental harm.</p>	<p>To ensure the collection, treatment and disposal of liquid wastes and contaminants does not result in off-site impacts.</p>	<p>At all times.</p>
<p>11. Refuse Facilities and Waste Management</p> <p>11.1 Refuse facilities and waste management must be provided to the satisfaction of Council, in accordance with Council's Waste Management Policy, Local Law No. 8 (Waste Management) 2018 and the Environmental Protection Regulation 2019 to ensure sufficient waste management storage capacity is provided on-site to adequately cater for the demand generated by the use of the premises.</p> <p>11.2 Waste storage area/s are to be sufficient in size to house all waste collection containers including recycling waste containers.</p> <p>11.3 Waste storage areas shall be not visible from the street-front and suitably screened.</p>	<p>To soften the visual impact of the development from the street and adjoining land and to ensure that the development does not cause undue disturbance to any person or activity because of noise, vibration, odour, dust or other emissions.</p>	<p>At all times.</p>

Attachment A – Recommended Conditions of Approval

Advice

<p>1. Compliance with Conditions</p> <p>Unless otherwise specified by these conditions, the conditions must be complied with prior to the commencement of the use.</p>
<p>2. Limitation of Approval</p> <p>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.</p> <p>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 rise to any claim by a third party the Applicant agrees to indemnify and save the Council harmless in respect of any claim so arising.</p>
<p>4. Further Approvals Required</p> <p>(a) Operational Works</p> <p>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.</p>
<p>5. Equitable Access and Facilities</p> <p>The plans for the proposed building work have NOT been assessed for compliance with the requirements of the <i>National Construction Code - Building Code of Australia (Volume 1)</i> 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:</p> <p>(a) <i>the Disability Discrimination Act 1992 (Commonwealth)</i></p> <p>(b) <i>the Anti-Discrimination Act 1991 (Queensland)</i></p> <p>(c) <i>the Disability (Access to Premises – Buildings) Standards.</i></p>
<p>6. Amenity Impacts</p> <p>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 <i>Environmental Protection Act 1994</i>.</p>
<p>7. Miscellaneous</p> <p>The Applicant is reminded of their obligations under the <i>Aboriginal Cultural Heritage Act 2003</i> and the <i>Torres Strait Islander Cultural Heritage Act 2003</i>. Further information and databases are available from the Department of Aboriginal and Torres Strait Islander Partnerships at: www.datsip.qld.gov.au.</p> <p>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.</p>

Attachment B – Locality & Proposed Plans



Image 1 – Aerial imagery of development site

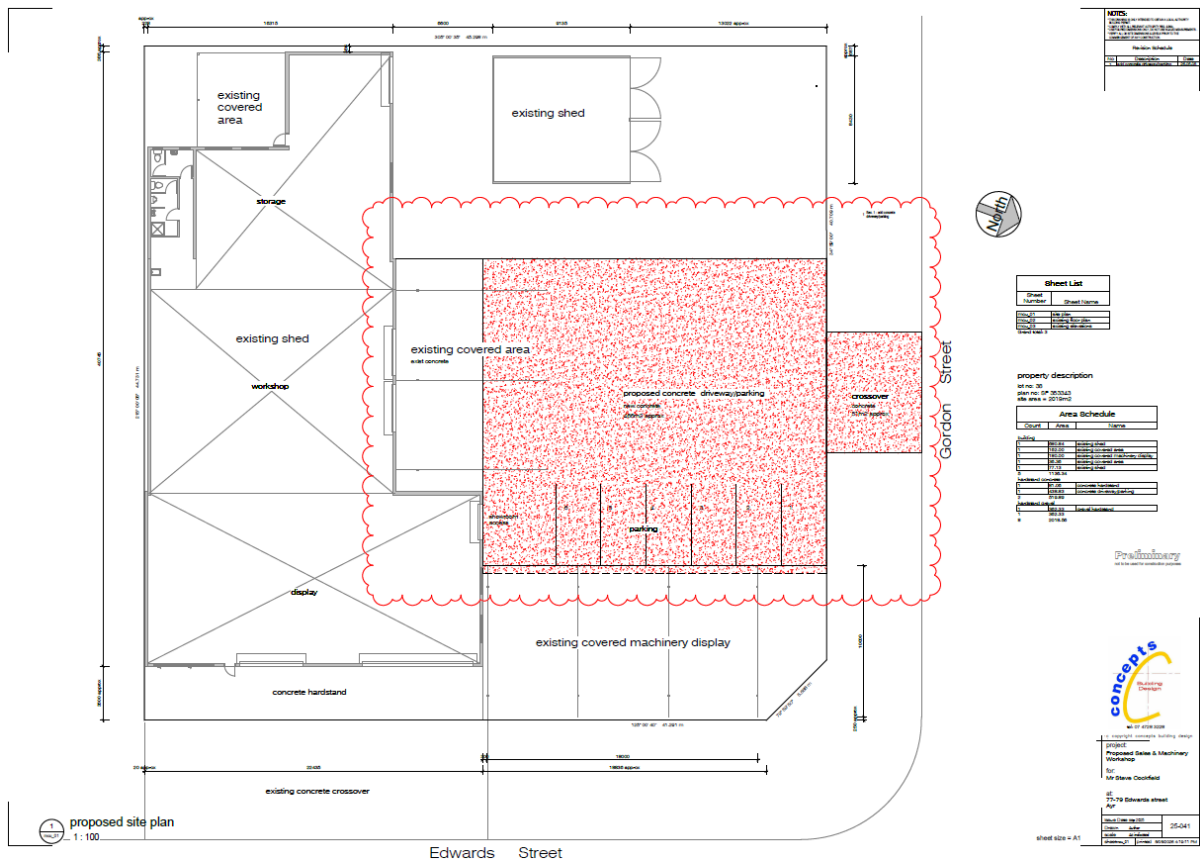


Image 2 – Proposed plan of development

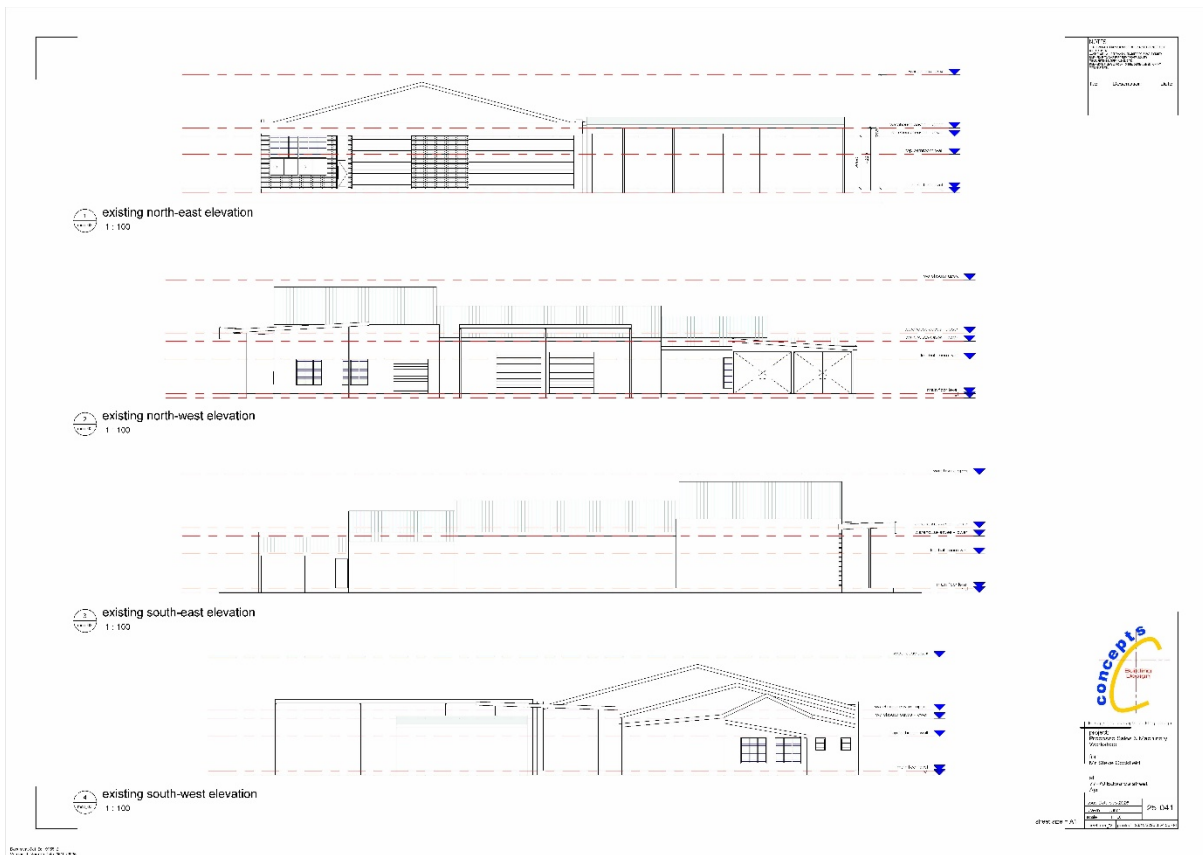


Image 3 – Proposed plan of development

RA6-N
SARA reference: 2511-49508 SRA
Council reference: MCU25/0015
Applicant reference: DA161-24

10 March 2026

Chief Executive Officer
Burdekin Shire Council
PO Box 974
AYR QLD 4807
planning@burdekin.qld.gov.au

Attention: Kellie Galletta

Dear Ms Galletta

Amended SARA referral agency response—77-79 Edwards Street, Ayr

(Referral agency response given under section 56 of the *Planning Act 2016*)

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 25 November 2025.

Response

Outcome:	Referral agency response – with conditions
Date of response:	9 March 2026
Conditions:	The conditions in Attachment 1 must be attached to any development approval
Advice:	Advice to the applicant is in Attachment 2
Reasons:	The reasons for the referral agency response are in Attachment 3

Development details

Description:	Development permit	Material Change of Use for Low impact industry, Outdoor Sales and Showroom
SARA role:	Referral agency	
SARA trigger:	Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1 (10.9.4.2.4.1) - Material change of use within 25m of a state transport corridor (road) and within 100m of a state-controlled road intersection (Planning Regulation 2017)	

SARA reference: 2511-49508 SRA

Assessment manager: Burdekin Shire Council

Street address: 77-79 Edwards Street, Ayr

Real property description: Lot 38 on SP353343

Applicant name: Tracpower NQ Pty Ltd C/- BNC Planning

Applicant contact details: PO Box 5493 Townsville Q 4810
TOWNSVILLE QLD 4810
enquire@bncplanning.com.au

State-controlled road access permit: This referral included an application for a road access location, under section 62A(2) of *Transport Infrastructure Act 1994*. Below are the details of the decision:

- Approved – with conditions
- Reference: TMR25-048455
- Date: 05 March 2026

If you are seeking further information on the road access permit, please contact the Department of Transport and Main Roads at atcorridor.northern@tmr.qld.gov.au

Human Rights Act 2019 considerations: A consideration of the 23 fundamental human rights protected under the Human Rights Act 2019 has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.

Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (s.30 Development Assessment Rules). Copies of the relevant provisions are in **Attachment 4**.

A copy of this response has been sent to the applicant for their information.

For further information please contact Zinal Chand, Planning Officer, on (07) 3432 2410 or via email NQSARA@dasilgp.qld.gov.au who will be pleased to assist.

Yours sincerely



Paul Gleeson
Manager

cc Tracpower NQ Pty Ltd C/- BNC Planning, enquire@bncplanning.com.au

enc Attachment 1 - Referral agency conditions
Attachment 2 - Advice to the applicant
Attachment 3 - Reasons for referral agency response
Attachment 4 - Representations about a referral agency response provisions
Attachment 5 - Documents referenced in conditions

Attachment 1—Referral agency conditions

(Under section 56(1)(b)(i) of the *Planning Act 2016* the following conditions must be attached to any development approval relating to this application) (A copy of the document referenced below is found in Attachment 5)

No.	Conditions	Condition timing
<p>Schedule 10, Part 9, Division 4, Subdivision 2, Table 4 Item 1—The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of Department of Transport and Main Roads to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following conditions:</p>		
1.	<p>(a) Road access(es) are located generally in accordance with the Existing Site Plan, prepared by Concepts Building Design, dated 23/10/2025, and sheet number mcu_01 (as amended in red by SARA).</p> <p>(b) Provide road access works comprising commercial access at the road access location(s), referred to in part (a) of this condition, including:</p> <ul style="list-style-type: none"> • “No Parking” line-markings and signage in yellow along the State-controlled road frontage to clearly prohibit vehicle stopping or parking within the hardstand area in front of the building, at the location identified in part (a) of this condition, and • Any landscaping is positioned, designed and maintained so that it does not obstruct or reduce vehicle sight lines to or from Edward Street. <p>(c) Design and construct the road access works, referred to in part (a), (b) and (c) of this condition, in accordance with</p> <ol style="list-style-type: none"> i. the Department of Transport and Main Roads’ <i>Road Planning and Design Manual, 2nd Edition</i>; ii. the Department of Transport and Main Roads’ <i>Policies and Technical Specifications</i>; iii. the Department of Transport and Main Roads’ <i>Standard Drawings Roads</i>; and iv. relevant local government requirements. 	(a) (b) and (c) prior to the commencement of use and at all times
2.	<p>Stormwater management of the development must not cause worsening to the operating performance of the State-controlled road, such that any works on the land must not:</p> <ol style="list-style-type: none"> i. create any new discharge points for stormwater runoff onto the State-controlled road ii. concentrate or increase the velocity of flows to State-controlled road iii. interfere with and/or cause damage to the existing stormwater drainage on the State-controlled road iv. surcharge any existing culvert or drain on the State-controlled road 	At all times

	<ul style="list-style-type: none">v. reduce the quality of stormwater discharge onto the State-controlled roadvi. impede or interfere with any overland flow or hydraulic conveyance from the State-controlled roadvii. reduce the floodplain immunity of the State-controlled road.	
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Attachment 2—Advice to the applicant

General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> , its regulation or the State Development Assessment Provisions (SDAP) (version 3.4). If a word remains undefined it has its ordinary meaning.
2.	This development approval does not include any works located within the road reserve of the State-controlled Road. Further approval from the Department of Transport and Main Roads is required pursuant to the provisions of the Transport Infrastructure Act 1994.
3.	<p><u>Road access works approval</u></p> <p>Under Section 33 of the <i>Transport Infrastructure Act 1994</i>, written approval is required from the Department of Transport and Main Roads (DTMR) to carry out access works and road works on a State-controlled Road. Please contact the DTMR to make an application for road works approval via email North.Queensland.IDAS@tmr.qld.gov.au. The approval process may require the approval of engineering designs of the proposed works, certified by a Registered Professional Engineer of Queensland (RPEQ). The road access works approval process takes time, please contact DTMR as soon as possible to ensure that gaining approval does not delay construction.</p> <p>This approval must be obtained <u>prior</u> to commencing any works on the state-controlled road reserve.</p>

Attachment 3—Reasons for referral agency response

(Given under section 56(7) of the *Planning Act 2016*)

The reasons for the SARA's decision are:

- SARA assessed the development against State code 1: Development in a state-controlled road environment (State code 1) of the State Development Assessment Provisions (SDAP), version 3.4:
- The development complies with the assessment benchmarks of State code 1 of SDAP in that the development:
 - does not create a safety hazard for users of the State-controlled road,
 - does not compromise the structural integrity of State-controlled roads, road transport infrastructure or road works,
 - does not result in a worsening of the physical condition or operating performance of State-controlled roads and the surrounding road network,
 - does not compromise the State's ability to construct, or significantly increase the cost to construct, State-controlled roads and future State-controlled roads, and
 - does not compromise the State's ability to maintain and operate State-controlled roads, or significantly increase the cost to maintain and operate State-controlled roads.

Material used in the assessment of the application:

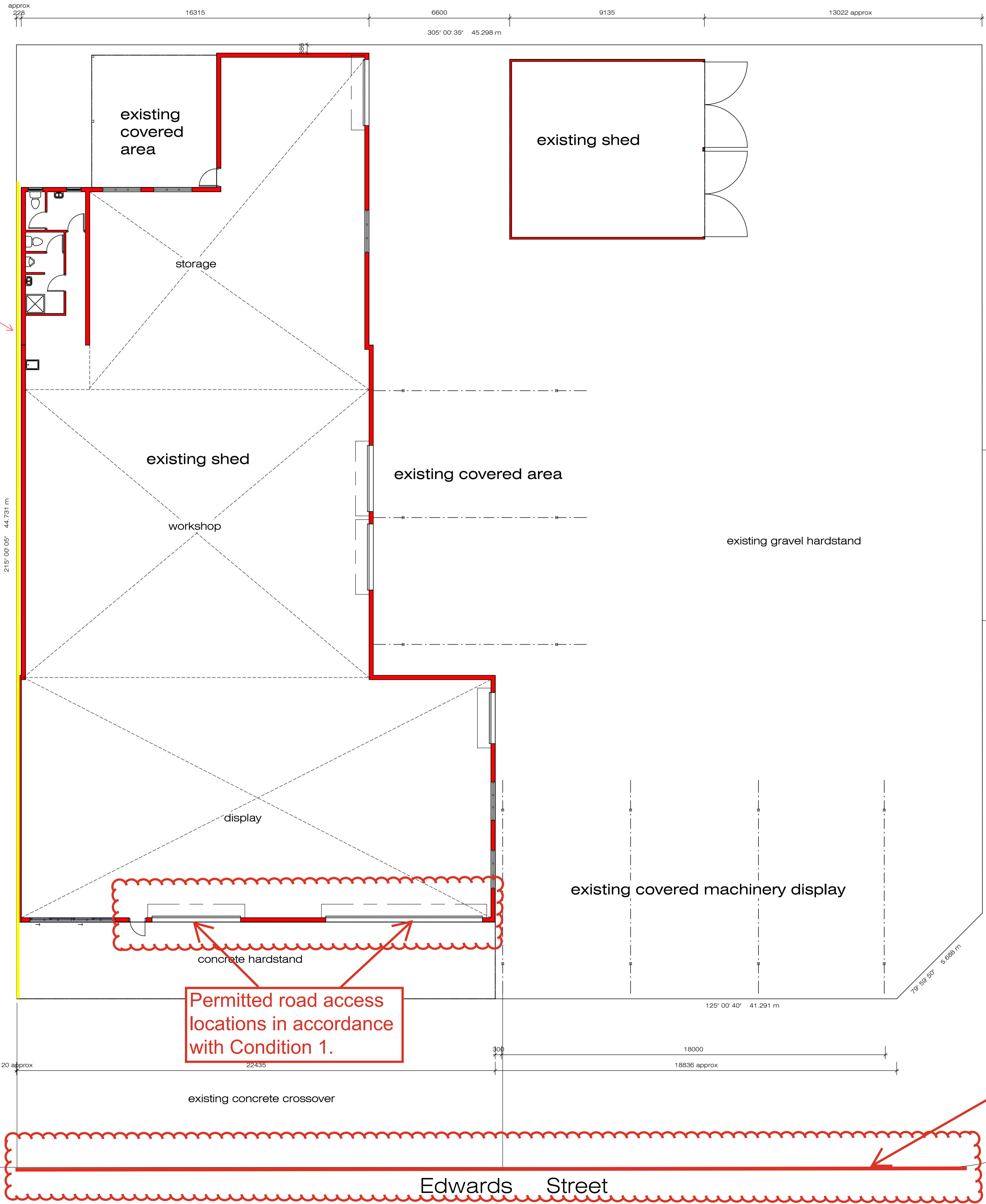
- the development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- the SDAP (version 3.4), as published by SARA
- the Development Assessment Rules
- SARA DA Mapping system
- section 58 of the *Human Rights Act 2019*

Attachment 4—Representations about a referral agency response provisions

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Attachment 5—Document referenced in condition

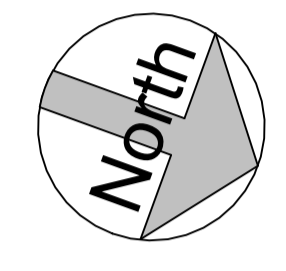
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NOTES:

- * THIS DRAWING IS ONLY INTENDED TO OBTAIN A LOCAL AUTHORITY BUILDING PERMIT
- * VERIFY WITH ALL RELEVANT AUTHORITY REG. AGENCIES
- * USE OF DIMENSIONS ONLY DO NOT USE DIMENSIONED MEASUREMENTS
- * VERIFY ALL SITE DIMENSIONS & LEVELS PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION

Revision Schedule		
No	Description	Date



Sheet List	
Sheet Number	Sheet Name
mcu_01	existing site plan
mcu_02	existing floor plan
mcu_03	existing site plans
grand total: 3	

property description

lot no: 38
 plan no: SP 353343
 site area: 2019m2

Area Schedule		
Count	Area	Name
building		
1	680.84	existing shed
1	162.00	existing covered area
1	180.00	existing covered machinery display
1	36.36	existing covered area
1	77.13	existing shed
5	1139.34	
hardstand concrete		
1	81.06	concrete hardstand
1	81.06	
hardstand gravel		
1	801.15	gravel hardstand
1	801.15	
1	2018.56	

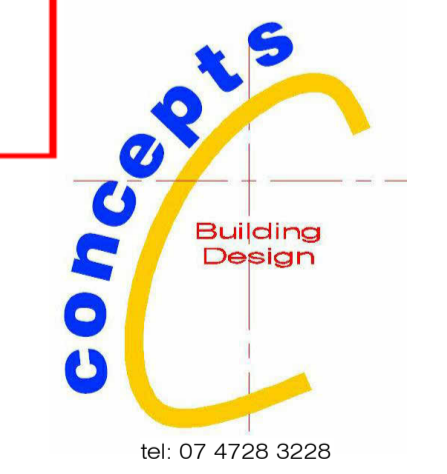
PLANS AND DOCUMENTS referred to in the REFERRAL AGENCY RESPONSE

SARA ref: 2511-49508 SRA

Date: 10 March 2026

Amended in red by SARA on 10 March 2026

Provide "No Parking" line-marking and signage in yellow and ensure any landscaping does not obstruct or reduce vehicle sight lines to or from Edward Street in accordance with Condition 1.



© copyright concepts building design

project: Proposed Sales & Machinery Workshop

for: Mr Steve Cockfield

at: 77-79 Edwards street Ayr

Issue Date: 23/10/2025	25-041
Drawn: Author	
scale: As indicated	
sheet: mcu_01	printed: 23/10/2025 3:56:35 PM

sheet size = A1

Our ref TMR25-048455
Your ref DA161-24
Enquiries Linda Henning



Department of
Transport and Main Roads

5 March 2026

Decision Notice – Permitted Road Access Location (s62(1) *Transport Infrastructure Act 1994*)

This is not an authorisation to commence work on a state-controlled road¹

Development application reference number MCU25/0015, lodged with Burdekin Shire Council involves constructing or changing a vehicular access between Lot 38SP353343, the land the subject of the application, and Edward Street (a state-controlled road).

In accordance with section 62A(2) of the *Transport Infrastructure Act 1994* (TIA), this development application is also taken to be an application for a decision under section 62(1) of TIA.

Applicant Details

Name and address Tracpower NQ Pty Ltd C/- BNC Planning
PO Box 5493
Townsville QLD 4810

Application Details

Address of Property 77-79 Edwards Street, Ayr QLD 4807
Real Property Description 38SP353343
Aspect/s of Development Development Permit for Material Change of Use for Material Change of Use for Low impact industry, Outdoor Sales and Showroom

Decision (given under section 67 of TIA)

It has been decided to approve the application, subject to the following conditions:

No.	Conditions of Approval	Condition Timing
Road Access Location		
A. General		
1	The permitted road access(es) are to located generally in accordance with the Sec 62 – Permitted Road Access Location Plan, prepared by Department and Transport and Main Roads, dated 04/03/2026, reference TMR25-048455 and revision 1.	At all times.

¹ Please refer to the further approvals required under the heading 'Further approvals'

No.	Conditions of Approval	Condition Timing
2	<ul style="list-style-type: none"> (a) Road Access Works comprising commercial access at the road access location(s), referred to in condition 1 are to be provided (b) "No Parking" line markings and signs on the SCR hardstand area in front of the building at the location referred to condition 1 are to be provided (c) Design and construct the road access works, referred to in part (a) and (b) of this condition, in accordance with <ul style="list-style-type: none"> i. the Department of Transport and Main Roads' Road Planning and Design Manual, 2nd Edition; ii. the Department of Transport and Main Roads' Policies and Technical Specifications; iii. the Department of Transport and Main Roads' Standard Drawings Roads; and iv. the relevant local government requirements. 	Prior to the commencement of the use of the Road Access Works and to be maintained at all times.
3	The landowner shall be responsible for maintenance of the driveway between the property boundary and the edge of the bitumen as required to continue safe and efficient access between the permitted road access point Edward Street.	At all times

Reasons for the decision

The reasons for this decision are as follows:

- a) To ensure access to the State-controlled Road from the property does not compromise the safety and efficiency of the State-controlled Road network.
- b) To provide safe access for all vehicles associated with the use.

Please refer to **Attachment A** for the findings on material questions of fact and the evidence or other material on which those findings were based.

Information about the Decision required to be given under section 67(2) of TIA

- 1. There is no guarantee of the continuation of road access arrangements, as this depends on future traffic safety and efficiency circumstances.
- 2. In accordance with section 70 of the TIA, the applicant for the planning application is bound by this decision. A copy of section 70 is attached as **Attachment B**, as required, for information.

Further information about the decision

- 1. In accordance with section 67(7) of TIA, this decision notice:
 - a) starts to have effect when the development approval has effect; and
 - b) stops having effect if the development approval lapses or is cancelled; and
 - c) replaces any earlier decision made under section 62(1) in relation to the land.

2. In accordance with section 485 of the TIA and section 31 of the *Transport Planning and Coordination Act 1994* (TPCA), a person whose interests are affected by this decision may apply for a review of this decision only within 28 days after notice of the decision was given under the TIA. A copy of the review provisions under TIA and TPCA are attached in **Attachment C** for information.
3. In accordance with section 485B of the TIA and section 35 of TPCA a person may appeal against a reviewed decision. The person must have applied to have the decision reviewed before an appeal about the decision can be lodged in the Planning and Environment Court. A copy of the Appeal Provisions under TIA and TPCA is attached in **Attachment C** for information.

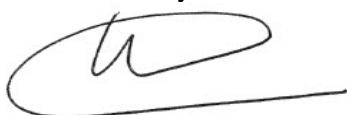
Further approvals

The Department of Transport and Main Roads also provides the following information in relation to this approval:

1. Road Access Works Approval Required – Written approval is required from the department to carry out road works that are road access works (including driveways) on a state-controlled road in accordance with section 33 of the TIA. This approval must be obtained prior to commencing any works on the state-controlled road. The approval process may require the approval of engineering designs of the proposed works, certified by a Registered Professional Engineer of Queensland (RPEQ). Please contact the department to make an application.

If further information about this approval or any other related query is required, Linda Henning, A/Senior Town Planner should be contacted by email at linda.j.henning@tmr.qld.gov.au or on (07) 4421 8763.

Yours sincerely



Katherine Wilson
Senior Town Planner

Attachments: Attachment A – Decision evidence and findings
Attachment B - Section 70 of TIA
Attachment C - Appeal Provisions
Attachment D - Permitted Road Access Location Plan

Attachment A

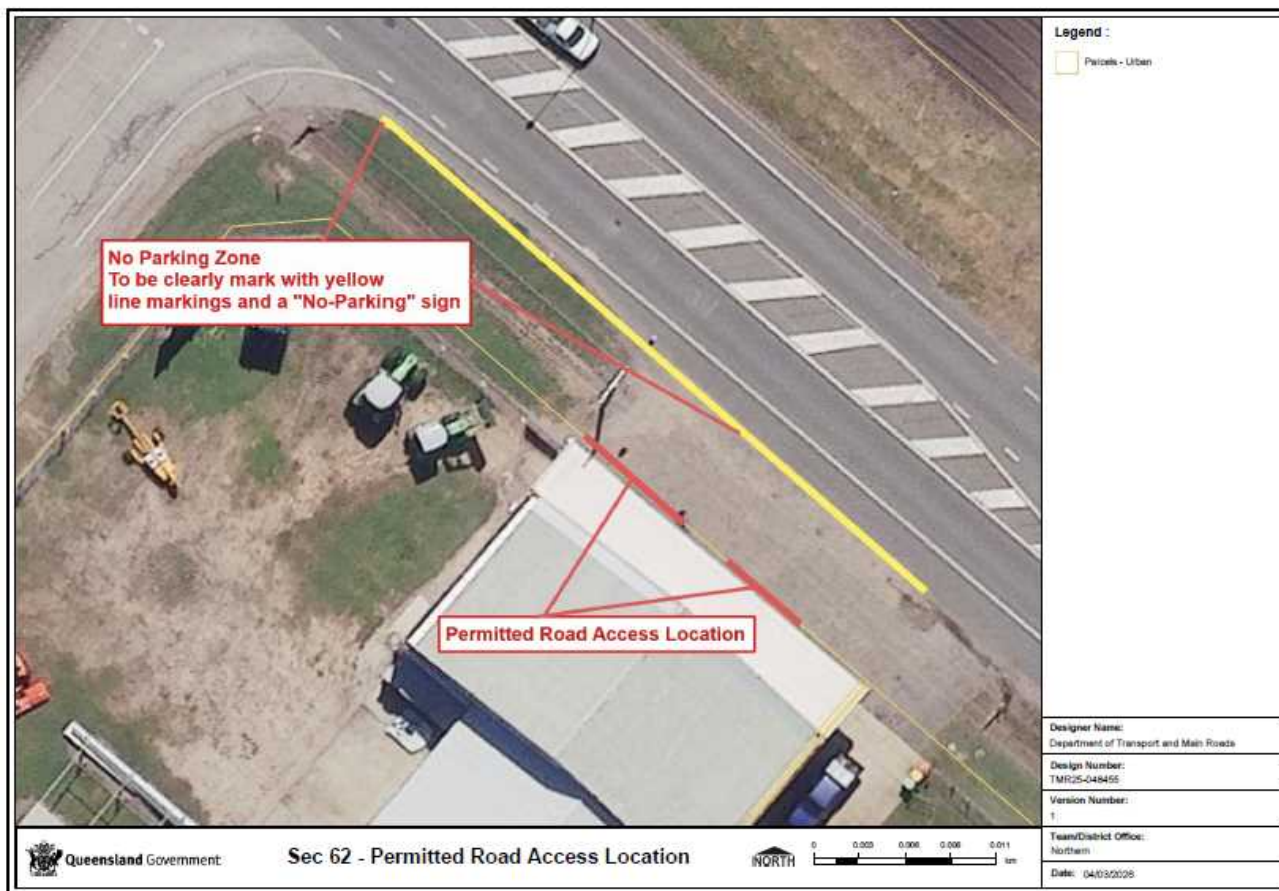
Decision Evidence and Findings

Findings on material questions of fact:

- The development application relates to land at 77-79 Edward Street, Ayr QLD 4807, more specifically defined as Lot 38 on SP353343 (subject site).
- The subject site has a total site area of 2019m².
- The existing use on the site is a vehicle and machinery repair workshop and contains an array of buildings and structures to support the existing industry use.
- Surrounding uses include residential, industry, and rural activities
- The subject site has frontage to both Edward Street (state-controlled road) and Gordon Street (local road).
- Edward Street, also referred to as the Bruce Highway, is a state-controlled road (SCR) with Road Id 10L and is under the jurisdiction of the Department of Transport and Main Roads (TMR), with a posted speed limit of 60km/h
- Edward Street is a single carriageway with chevron markings between the carriageways guiding right turn movements onto Coronation Street (local road).
- Edward Street is not gazetted as a Limited Access Road (LAR); however, it is identified to be a Future Active Transport Corridor in proximity to the site.
- The Annual Average Daily Traffic (AADT) along Edward Street is 2813 vehicles in the gazetted directions and 2895 against.
- The subject site is accessed via an existing 22.435m crossover onto Edward Street via and an existing gravel crossover from Gordon Street.
- Historical imagery indicates that the Edward Street crossover has existed since at least 2004.
- However, given the change in use and change in circumstance, it is assessed that the 22.43m crossover be reduced to ensure the changed access onto the SCR does not compromise the safety of users of the SCR and the location, design and operation of the access does not adversely impact the functional requirements of the SCR. Therefore the requirement to reduce the access crossover to a more safe access. The prevention of parking in the SCR corridor is assessed to further reduce safety concerns given that sight lines from Gordon street will be unobstructed.
-

Evidence or other material on which findings were based:

Annexure D



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Attachment B

Section 70 of TIA

Transport Infrastructure Act 1994

Chapter 6 Road transport infrastructure

Part 5 Management of State-controlled roads

70 Offences about road access locations and road access works, relating to decisions under s 62(1)

- (1) This section applies to a person who has been given notice under section 67 or 68 of a decision under section 62(1) about access between a State-controlled road and adjacent land.
- (2) A person to whom this section applies must not—
 - (a) obtain access between the land and the State-controlled road other than at a location at which access is permitted under the decision; or
 - (b) obtain access using road access works to which the decision applies, if the works do not comply with the decision and the noncompliance was within the person's control; or
 - (c) obtain any other access between the land and the road contrary to the decision; or
 - (d) use a road access location or road access works contrary to the decision; or
 - (e) contravene a condition stated in the decision; or
 - (f) permit another person to do a thing mentioned in paragraphs (a) to (e); or
 - (g) fail to remove road access works in accordance with the decision.

Maximum penalty—200 penalty units.

- (3) However, subsection (2)(g) does not apply to a person who is bound by the decision because of section 68.

Attachment C
Appeal Provisions

Transport Infrastructure Act 1994
Chapter 16 General provisions

485 Internal review of decisions

- (1) A person whose interests are affected by a decision described in schedule 3 (the **original decision**) may ask the chief executive to review the decision.
- (2) The person is entitled to receive a statement of reasons for the original decision whether or not the provision under which the decision is made requires that the person be given a statement of reasons for the decision.
- (3) The *Transport Planning and Coordination Act 1994*, part 5, division 2—
 - (a) applies to the review; and
 - (b) provides—
 - (i) for the procedure for applying for the review and the way it is to be carried out; and
 - (ii) that the person may apply to QCAT to have the original decision stayed.

485B Appeals against decisions

- (1) This section applies in relation to an original decision if a court (the appeal court) is stated in schedule 3 for the decision.
- (2) If the reviewed decision is not the decision sought by the applicant for the review, the applicant may appeal against the reviewed decision to the appeal court.
- (3) The *Transport Planning and Coordination Act 1994*, part 5, division 3—
 - (a) applies to the appeal; and
 - (b) provides—
 - (i) for the procedure for the appeal and the way it is to be disposed of; and
 - (ii) that the person may apply to the appeal court to have the original decision stayed.
- (4) Subsection (5) applies if—
 - (a) a person appeals to the Planning and Environment Court against a decision under section 62(1) on a planning application that is taken, under section 62A(2), to also be an application for a decision under section 62(1); and

(b) a person appeals to the Planning and Environment Court against a decision under the Planning Act on the planning application.

(5) The court may order—

(a) the appeals to be heard together or 1 immediately after the other; or

(b) 1 appeal to be stayed until the other is decided.

(6) Subsection (5) applies even if all or any of the parties to the appeals are not the same.

(7) In this section—

original decision means a decision described in schedule 3.

reviewed decision means the chief executive's decision on a review under section 485.

31 Applying for review

- (1) A person may apply for a review of an original decision only within 28 days after notice of the original decision was given to the person under the transport Act.
- (2) However, if—
 - (a) the notice did not state the reasons for the original decision; and
 - (b) the person asked for a statement of the reasons within the 28 days mentioned in subsection (1)the person may apply within 28 days after the person is given the statement of the reasons.
- (3) In addition, the chief executive may extend the period for applying.
- (4) An application must be written and state in detail the grounds on which the person wants the original decision to be reviewed.

32 Stay of operation of original decision

- (1) If a person applies for review of an original decision, the person may immediately apply for a stay of the decision to the relevant entity.
- (2) The relevant entity may stay the original decision to secure the effectiveness of the review and any later appeal to or review by the relevant entity.
- (3) In setting the time for hearing the application, the relevant entity must allow at least 3 business days between the day the application is filed with it and the hearing day.
- (4) The chief executive is a party to the application.
- (5) The person must serve a copy of the application showing the time and place of the hearing and any document filed in the relevant entity with it on the chief executive at least 2 business days before the hearing.
- (6) The stay—
 - (a) may be given on conditions the relevant entity considers appropriate; and
 - (b) operates for the period specified by the relevant entity; and
 - (c) may be revoked or amended by the relevant entity.
- (7) The period of a stay under this section must not extend past the time when the chief executive reviews the original decision and any later period the relevant entity allows the applicant to enable the applicant to appeal against the decision or apply for a review of the decision as provided under the QCAT Act.

(8) The making of an application does not affect the original decision, or the carrying out of the original decision, unless it is stayed.

(9) In this section—

relevant entity means—

(a) if the reviewed decision may be reviewed by QCAT—QCAT; or

(b) if the reviewed decision may be appealed to the appeal court—the appeal court.

35 Time for making appeals

(1) A person may appeal against a reviewed decision only within—

(a) if a decision notice is given to the person—28 days after the notice was given to the person; or

(b) if the chief executive is taken to have confirmed the decision under section 34(5)—56 days after the application was made.

(2) However, if—

(a) the decision notice did not state the reasons for the decision; and

(b) the person asked for a statement of the reasons within the 28 days mentioned in subsection (1)(a);

the person may apply within 28 days after the person is given a statement of the reasons.

(3) Also, the appeal court may extend the period for appealing.

Attachment D – Detailed Assessment

Assessment Summary

Based on the assessment of the development application, Council officers have determined that the proposed development can comply or be conditioned to comply with the assessment benchmarks relevant to the assessment.

Detailed Assessment

The timeframes for assessing and deciding applications are set in the *Planning Act 2016* and *Development Assessment Rules* (s.60 and 61(3)). A day referred to in the timeframe below means a business day as defined by the *Planning Act 2016*.

The assessment timeframes applicable to this application are as follows:

ASSESSMENT TIMEFRAMES			
Application Process		Timeframe	Date
1.0	Application lodged with Council (properly made)	-	21 November 2025
1.1	Action Notice issued	5 days (from 1.0)	N/A
1.2	Confirmation Notice issued	10 days (from 1.0)	24 November 2025
2.0	Application referred (properly referred)	10 days (from 1.2)	25 November 2025
2.1	Referral agency response	25 days (from 2.0)	25 March 2026
3.0	Council Information Request	10 days (from 1.2)	N/A
3.1	Response to Information Request	3 months (from 3.0)	N/A
4.0	Public Notification starts	20 days (from 3.1)	5 March 2026
4.1	Public Notification ends	Min. 15 business days	26 March 2026
4.2	Consider submissions	10 days (from 4.1)	N/A
	Further Advice Request	-	19 December 2025
	Response to Further Advice Request	-	17 February 2026
5.0	Decision making period starts	1 day (after last applicable)	1 April 2026
5.1	Request to extend the decision-making period	20 business days	23 June 2026
	Council Meeting	-	23 June 2026
5.2	Decision making period ends	35 days (minus up to 10 days from 3.0)	23 June 2026
5.3	Issue Decision Notice	5 days (after decision is made)	30 June 2026

Attachment D – Detailed Assessment

Level of Assessment

The development proposal is assessable under the *Burdekin Shire Planning Scheme December 2022* (the planning scheme) in accordance with Section 43 (1) of the *Planning Act 2016*. The Assessment Manager is the Burdekin Shire Council as determined by Schedule 8 of the *Planning Regulation 2017*. In accordance with the planning scheme, the Material Change of Use application was subject to impact assessment.

Council, as the Assessment Manager, has undertaken assessment of the application against the planning scheme making the decision pursuant to s.60 of the *Planning Act 2016*, as outlined in s.45 (3) and s.26 to 28 of the *Planning Regulation 2017*.

Assessment against the relevant provisions of the planning scheme has been undertaken:

Development	Zone	Overlays	Assessment Benchmarks
Material Change of Use for Low Impact Industry, Outdoor Sales and Showroom	Low Density Residential Zone	<ul style="list-style-type: none"> • Acid Sulfate Soils (5-20m contour) • Flood Hazard (QRA Level 1 and Local Rain Event – Low Hazard) • Transport Infrastructure (State-controlled road) 	The following assessment benchmarks are applicable in the assessment of the development application: <ul style="list-style-type: none"> • Low Density Residential Zone Code • Development Works Code • Flood Hazard Overlay Code

Attachment D – Detailed Assessment

4.2.6 Low density residential zone code

4.2.6.1 Application

- (1) This code applies to development where the code is identified as applicable in the categories of assessment and development in part 3.
- (2) When using this code, reference should be made to section 3.3.2 and, where applicable, section 3.3.3 in part 3.

4.2.6.2 Purpose and overall outcomes

- (1) The purpose of the low density residential zone is to provide for—
 - (a) a variety of low density dwelling types, including dwelling houses; and
 - (b) community uses, and small-scale services, facilities and infrastructure, to support local residents.

Editor's note—This purpose statement is required to be used for the zone under the regulated requirements set out in the *Planning Regulation 2017*.
- (2) The purpose of the code will be achieved through the following overall outcomes:
 - (a) residential development in the low density residential zone consists of one and two storey dwelling houses and dual occupancies;
 - (b) non-resident workforce or rural workers' accommodation and rooming accommodation do not establish in this zone;
 - (c) development creates a high level of residential amenity and convenient accessibility for pedestrians and cyclists;
 - (d) small scale non-residential uses occur within the zone where they provide a local community service or support the day-to-day needs of the immediate residential community and do not unreasonably detract from the residential amenity of the area. These uses may include a community use, community care centre, childcare centre, a shop being a local convenience store and an office and health care service or veterinary service that is limited to a single practitioner;
 - (e) non-residential development:
 - (i) is of a height and scale consistent with surrounding development;
 - (ii) is oriented to the street front;
 - (iii) maintains a consistent building alignment in the street;
 - (iv) accommodates parking to the side or rear of buildings; and
 - (v) minimises impacts on the amenity of nearby residential uses;
 - (f) home based businesses occur at a scale that is consistent with the amenity and character of the surrounding area;
 - (g) the function of the state-controlled transport corridors is protected.

Officers Comments

The proposal introduces a small-scale non-residential component that operates in conjunction with an existing low impact industry use. The development does not involve changes to built form, and subject to conditions of approval, is not expected to result in adverse impacts on surrounding residential amenity.

Attachment D – Detailed Assessment

The use supports local community needs and remains consistent with the overall outcomes of the zone code, particularly in relation to scale, compatibility and amenity. On this basis, the proposal is considered to comply with the purpose and relevant performance outcomes of the code.

4.2.6.3 Specific benchmarks for assessment

Table 4.2.6.3(a)—Benchmarks for development that is accepted subject to requirements and assessable development

Performance outcomes	Acceptable outcomes	Comments
Building height		
PO1 Building height is consistent with the existing low rise scale of the locality.	AO1 Buildings are no more than 2 storeys.	Complies. The existing buildings will be retained.
Lighting nuisance		
PO2 The operation of the activity does not cause undue disturbance to any person or activity because of the light it emits.	AO2 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.	Conditioned to comply.
Infrastructure provision		
PO3 Premises have an appropriate level of infrastructure for the efficient functioning of the use while not impacting on adjoining land uses or the environment.	AO3.1 Premises are connected to a reticulated water supply.	Complies. The site is connected to reticulated supply.
	AO3.2 Premises are connected to reticulated sewerage system.	Complies. The site is connected to reticulated supply.
	AO3.3 The premises have frontage to a sealed road with kerb and channelling.	Complies. The Gordon Street frontage is sealed with kerb and channel and Edwards Street has an open earth drain.

Performance outcomes	Acceptable outcomes	Comments
	<p>AO3.4 Roof water and surface water is conveyed to the kerb and channel or an inter-allotment drainage system in accordance with AS/NZ3500.3.2. Where this is not possible, absorption trenches complying with AS/NZ 3500.3.2 Parts 6.4 and 6.5 are installed at least 3m from any downstream boundary.</p>	<p>Conditioned to comply. Recommended conditions of approval require a Stormwater Management Plan to be prepared.</p>
Dwelling houses and dual occupancies		
<p>PO4 Safe and efficient vehicle access is provided to dwellings.</p>	<p>AO4.1 Dwellings are provided with driveways in accordance with the Burdekin Shire Council Driveway Requirements for Dwelling Houses in the Planning Scheme Policy for Development works.</p>	<p>Not applicable.</p>
	<p>AO4.2 Where development has access to a state controlled or arterial road, the driveway design is such that vehicles can enter and exit the site in a forward gear. Note—the road hierarchy is illustrated in Figure 6.2.1.3 of the Development works code. Editor’s note—All new or changed access from a state-controlled road requires approval from the Department of Transport and Main Roads under the <i>Transport Infrastructure Act 1994</i>.</p>	<p>Not applicable.</p>

Performance outcomes	Acceptable outcomes	Comments
Dual occupancies		
PO5 Lots used for dual occupancies have a size and width to enable dwellings to be primarily oriented to the street and accommodate all ancillary components of the use.	AO5.1 The site has a minimum area of 800m ² .	Not applicable.
	AO5.2 The lot is a rectangular shape.	Not applicable.
PO6 Dwellings in a dual occupancy are sited to promote and encourage a sense of individuality.	AO6 Where a dual occupancy is to be erected on a corner allotment, each dwelling faces a different road frontage.	Not applicable.
PO7 Fencing is provided to protect the privacy and amenity of adjacent dwellings.	AO7 A screen fence (minimum height of 1.8m and maximum gap of 10mm) is provided to the side and rear of the lot.	Not applicable.
Home based business – bed and breakfast		
PO8 Bed and Breakfast accommodation within residential areas is low key and small scale in nature such that the amenity of the locality is protected.	AO8.1 The activity is undertaken within a dwelling house in conjunction with a single household occupying the dwelling house.	Not applicable.
	AO8.2 Accommodation for visitors is limited to a maximum of two bedrooms within the dwelling house.	Not applicable.
	AO8.3 Bedrooms for visitors are in the same building as the kitchen,	Not applicable.

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Performance outcomes	Acceptable outcomes	Comments
	bathing and toilet facilities provided for the visitor.	
	AO8.4 Cooking facilities available to the visitor are only those within and normally associated with the dwelling house.	Not applicable.
	AO8.5 A maximum of four visitors (or one family) are accommodated on the site at any one time and not on a permanent basis.	Not applicable.
	AO8.6 A minimum of one but not more than two on-site car parking spaces are provided for the exclusive use of visitors in addition to car parking provided for the owner and resident family.	Not applicable.
Home based business – other		
PO9 The home based business is compatible with the residential character of the area by maintaining the residential appearance of the dwelling and the street.	AO9 The home based business: <ul style="list-style-type: none"> (a) is carried out within a residential dwelling or in a separate building on the same land; (b) does not exceed 33% of the total floor area of the dwelling unit; and (c) is carried out by a permanent resident of the dwelling unit; and 	Not applicable.

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Performance outcomes	Acceptable outcomes	Comments
	(d) does not involve public display of goods or the hiring out of any item.	
PO10 Activities conducted do not interfere with the amenity of the neighbourhood as a result of lighting, noise, radio or electrical interference, odours, vibration, emissions or waste.	AO10.1 The premises do not involve: (a) blacksmithing or welding; (b) cabinet making; (c) the repairing, servicing or loading of motor vehicles or agricultural machinery; or (d) the release of any contaminants from the site as defined by the <i>Environment Protection Act 1994</i> .	Not applicable.
	AO10.2 Other than where for home based childcare, hours of operation are limited to 8am to 5pm Monday to Friday and 8am to 2pm Saturday.	Not applicable.
	AO10.3 Background noise levels at the boundary of the site are not increased.	Not applicable.
PO11 Premises do not generate traffic greater than reasonably expected in the surrounding residential area by: (a) maintaining the low traffic flows in the residential street; and	AO11.1 Traffic flows in the residential street do not increase by more than 5 vehicular trips to and from the site per day.	Not applicable.
	AO11.2 There is parking of no more than 2 additional vehicles on the	Not applicable.

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Performance outcomes	Acceptable outcomes	Comments
(b) maintaining low demand for kerbside parking in the residential street such that it would not lead to a shortage of kerbside spaces at any time.	premises or any street frontage to the premises at any one time.	
PO12 Signage on the premises is small and unobtrusive.	AO12 Only one sign is provided on the site with a maximum face area of 0.5m ² and containing only the name of the person carrying out the activity, the name of the business and the type of business.	Not applicable.
PO13 Premises do not impose a load on public utilities greater than would otherwise be reasonable from the same residential use of the premises.	AO13 Premises are serviced using existing infrastructure facilities including water supply, sewerage, stormwater drainage, waste collection and disposal.	Not applicable.

Table 4.2.6.3(b)–Benchmarks for assessable development only

Performance outcomes	Acceptable outcomes	Comments
Non-residential uses		
PO14 Non-residential uses establish only where: (a) they are compatible with local character;	No acceptable outcome is nominated.	Considered to comply. The development is consistent with the character of the local area, maintains residential amenity, is small in scale and ancillary to the existing low impact industry use with no additional built form, and supports the local rural community through the sale of products associated with agricultural and rural activities.

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Performance outcomes	Acceptable outcomes	Comments
<p>(b) do not create significant impacts on residential amenity;</p> <p>(c) they are small scale, and where for a health care service or veterinary service, limited to a single practitioner; and</p> <p>(d) providing a local community service or supporting the day-to-day needs of the local community.</p>		
<p>PO15</p> <p>Development:</p> <p>(a) is oriented to the street front and</p> <p>(b) maintains a consistent building alignment in the street; and</p> <p>(c) accommodates parking to the side or rear of buildings.</p>	<p>No acceptable outcome is nominated.</p>	<p>Considered to comply.</p> <p>The existing buildings are oriented to the street frontage, maintain a consistent alignment with the street, and accommodate parking to the side and rear, with no changes proposed to the established built form.</p>
Residential lot area		
<p>PO16</p> <p>Residential buildings are provided with suitable site areas capable of accommodating the proposed use and maintaining the low density character of the zone.</p>	<p>AO16</p> <p>Lots have a minimum area of 500m².</p>	<p>Not applicable.</p>
All development – amenity and safety		
<p>PO17</p>	<p>No acceptable outcome is nominated.</p>	<p>Considered to comply.</p>

Performance outcomes	Acceptable outcomes	Comments
<p>Development is designed to achieve safety for all users having regard to:</p> <ul style="list-style-type: none"> (a) maximising casual surveillance and sight lines; (b) avoiding personal concealment and entrapment locations; (c) exterior building design that promotes safety; (d) adequate lighting; (e) appropriate signage and wayfinding; and (f) clearly defined building entrances. <p>Editor’s note–Applicants may find useful guidance in the Queensland Government’s Crime Prevention through Environmental Design Guidelines for Queensland.</p>		<p>The existing built form achieves a safe environment for users, maintaining clear sight lines and casual surveillance, avoiding concealment opportunities, and incorporating appropriate fencing, signage and defined access points to support safety and wayfinding.</p>
<p>PO18</p> <p>Landscaping is provided which provides shade, enhances the appearance of development and screens non-residential uses from adjoining dwellings.</p>	<p>No acceptable outcome is nominated</p>	<p>Considered to comply</p> <p>Additional on-site landscaping is not considered necessary given the context of proposed use and streetscape presentation.</p>
<p>PO19</p> <p>Development does not create significant impacts on the residential amenity of the locality as a result of noise, lighting,</p>	<p>No acceptable outcome is nominated</p>	<p>Considered to comply.</p> <p>The development will not result in significant impacts on residential amenity, as the proposed use is low intensity, operates during standard daytime hours, and is consistent with the existing low impact industry use, with no material increase in noise, traffic or other emissions.</p>

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Performance outcomes	Acceptable outcomes	Comments
odour, dust, volume of traffic generated, loss of privacy or other cause.		
<p>PO20</p> <p>Sensitive land uses are designed to minimise the impacts of surrounding land uses and activities (including rural, industry, community and centre activities) on residential amenity.</p>	No acceptable outcome is nominated	Not applicable.

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5.2.5 Flood hazard overlay code

5.2.5.1 Application

- (1) This code applies to development where the code is identified as applicable in the categories of assessment and development for the Flood hazard 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.

Note—For the purposes of section 13 of the Building Regulation 2006:

- (a) the area covered by the flood overlay maps is the designated flood hazard area;
- (b) the defined flood level is the level described in schedule SC1.2;
- (c) the overlay mapping shows both river flooding (overlay mapping OM7(a)) and local rain event flooding (overlay map OM7(b)). The defined flood event and defined flood level relates to both events. To remove any doubt, the defined flood level is the higher of either flood type under the defined flood event.

5.2.5.2 Purpose and overall outcomes

- (1) The overall outcomes are the purpose of the flood hazard overlay code.
- (2) The purpose of the code will be achieved through the following overall outcomes:
 - (a) in an urban zone or rural residential zone, reconfiguration of land does not result in additional lots on land subject to high or extreme flood hazard;
 Editor's note—to remove any doubt, this outcome does not apply to the township of Giru for which just one "flood hazard area" category is mapped.
 Editor's note—the provisions of the rural zone code identify when reconfiguration may be contemplated in the rural zone. No new lots are intended in the village precinct of the rural zone, which includes settlements also affected by flood hazard.
 - (b) elsewhere, reconfiguration is designed to ensure each lot is provided with:
 - (i) a building envelope to accommodate a dwelling house with floor levels above the defined flood level; and
 - (ii) vehicular access from a public road to the building envelope that is free of high or extreme flood hazard;
 - (c) in the rural, low density residential, township or emerging community zones, new dual occupancies or more intensive residential uses, or worker or tourist accommodation uses are not established on land subject to medium, high or extreme flood hazard, and any redevelopment of an existing use does not substantially increase the number of people accommodated or requiring evacuation from the site;
 Editor's note—to remove any doubt, this outcome does not apply to the area covered by the Giru flood hazard area or the floodplain assessment area.
 - (d) unless necessary to meet a significant community need:
 - (i) new critical or vulnerable uses are not established in a flood hazard area; and
 - (ii) any redevelopment of an existing use does not substantially increase the number of people accommodated or requiring evacuation from the site;
 Editor's note—Critical or vulnerable uses are defined in schedule 1.
 - (e) development in a flood hazard area otherwise occurs in the way intended in the relevant zone;

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- (f) development in a flood hazard area is designed to ensure the safety of people, reduce vulnerability to the hazard and, for critical uses, minimise disruption to services;
- (g) development involving the bulk storage or manufacture of hazardous materials does not increase the risk to public safety or the environment in a flood hazard event;
- (h) development does not worsen the severity of, or exposure to, the hazard on other properties;
- (i) flood flow conveyance paths and flood storage volumes of the floodplain are maintained;
- (j) the cost to the public of measures to mitigate flood risks is minimised;
- (k) development supports effective and efficient disaster management capacity and capabilities.

Officer's Comment

The proposed development is considered to comply with the purpose and overall outcomes of the Flood Hazard Overlay Code. Recommended conditions seek to ensure that the development does not have an adverse impact external to the site.

5.2.5.3 Specific benchmarks for assessment

Table 5.2.5.3–Benchmarks for assessable development

Performance outcomes	Acceptable outcomes	Comments
Compatible development		
PO1 Where land is included in an urban or rural residential zone, development does not increase the number of lots within the high or extreme flood hazard area.	AO1 No new lots are created.	Not applicable.
PO2 Development involving critical or vulnerable uses is not located within any flood hazard area, unless it involves a minor	No acceptable outcome is nominated.	Not applicable.

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Performance outcomes	Acceptable outcomes	Comments
extension to, or redevelopment of, an existing use.		
<p>PO3</p> <p>Dual occupancies and more intensive residential uses do not establish in the rural, low density residential, township or emerging community zones where they fall within the extreme, high or medium hazard areas, unless it involves a minor extension to, or redevelopment of, an existing use.</p>	<p>No acceptable outcome is nominated.</p>	<p>Not applicable.</p>
<p>PO4</p> <p>Development involving worker or tourist accommodation uses do not establish in the rural, low density residential, township or emerging community zones where they fall within the extreme, high or medium hazard areas, unless it involves a minor extension to, or redevelopment of, an existing use.</p>	<p>No acceptable outcome is nominated.</p>	<p>Not applicable.</p>
<p>PO5</p> <p>Development involving an existing use mentioned in PO2, PO3 or PO4 does not substantially increase the number of people accommodated or requiring evacuation from the site.</p>	<p>No acceptable outcome is nominated.</p>	<p>Not applicable.</p>

Performance outcomes	Acceptable outcomes	Comments
<p>PO6 Critical uses are able to function effectively during and immediately after a flood hazard event.</p>	<p>No acceptable outcome is nominated.</p>	<p>Not applicable.</p>
<p>PO7 Where components of commercial or industrial uses are located below the level of the defined flood event, stock or facilities:</p> <ul style="list-style-type: none"> (a) are relocatable or readily replaced; (b) are not vital to the safe operation of the use during or after a flood event; and (c) are located or designed to avoid causing a risk to public safety in the event of a flood or impede the flow of flood water. <p>Note–To demonstrate compliance with this performance outcome, applicants should prepare a flood response plan.</p>	<p>No acceptable outcome is nominated.</p>	<p>Considered to comply. The development involves a low impact industrial and ancillary sales use, with no critical stock or facilities below the defined flood level that would pose a risk to public safety or impede flood flows.</p>
<p>PO8 Development either:</p> <ul style="list-style-type: none"> (a) does not involve the manufacture or storage of hazardous materials within a flood hazard area; or (b) is designed to prevent the release of hazardous materials during a flood event. 	<p>No acceptable outcome is nominated.</p>	<p>Considered to comply. Recommended conditions seek to ensure that any hazardous materials stored on site are not released during a flood event.</p>

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Performance outcomes	Acceptable outcomes	Comments
<p>PO9</p> <p>Premises used for extractive industry, aquaculture, animal keeping or intensive animal husbandry are at low risk of inundation.</p>	<p>AO9</p> <p>Development occurs on land which is above the defined flood event.</p>	Not applicable.
Mitigation of flood hazard		
<p>PO10</p> <p>Development which occurs in areas subject to a flood hazard ensures new buildings or extensions are designed to remain structurally sound during the defined flood event.</p>	No acceptable outcome is nominated.	<p>Considered to comply.</p> <p>No new buildings or extensions are proposed, and the existing structures are considered to be suitable in the context of the flood hazard.</p>
<p>PO11</p> <p>Infrastructure likely to become a public asset is designed to withstand hydrodynamic forces of the defined flood event.</p>	No acceptable outcome is nominated.	<p>Considered to comply.</p> <p>No new infrastructure intended to become a public asset is proposed.</p>
<p>PO12</p> <p>Development involving the expansion or redevelopment of critical or vulnerable uses ensures new buildings or extensions are provided with a high level of flood immunity.</p>	<p>AO12</p> <p>Floor levels are established at the level of the 0.5% AEP plus a freeboard of 500mm.</p>	Not applicable.
<p>PO13</p> <p>Development involving the expansion or redevelopment of</p>	No acceptable outcome is nominated.	Not applicable.

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Performance outcomes	Acceptable outcomes	Comments
critical or vulnerable uses ensures effective provision is made for evacuating residents and users, or shelter in place in the event available response times prevent evacuation.		
<p>PO14</p> <p>Any new lots created provide for a building envelope to accommodate a dwelling house with floor levels above the defined flood level.</p>	No acceptable outcome is nominated.	Not applicable.
<p>PO15</p> <p>Any new lots created provide for vehicular access between a building envelope and a public road free of high or extreme hazard.</p>	No acceptable outcome is nominated.	Not applicable.
<p>PO16</p> <p>Development does not change inundation characteristics outside the subject site in ways that would:</p> <ul style="list-style-type: none"> (a) result in loss of flood storage or loss of, or changes to, flow paths; (b) adversely change the depth or behaviour of the hazard; or (c) reduce warning times; or 	No acceptable outcome is nominated.	<p>Conditioned to comply.</p> <p>Recommended conditions of approval require a Stormwater Management Plan to be prepared.</p>

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Performance outcomes	Acceptable outcomes	Comments
(d) increase the duration of the hazard.		
<p>PO17</p> <p>Any structures or works intended to mitigate the risk or impacts of inundation on a development site are located wholly on private land.</p>	<p>No acceptable outcome is nominated.</p>	<p>Considered to comply.</p> <p>No flood mitigation structures or works are proposed.</p>
<p>PO18</p> <p>Adequate provision is made for safe evacuation, response and recovery during a flood event.</p>	<p>No acceptable outcome is nominated.</p>	<p>Considered to comply.</p> <p>The development has suitable access arrangements and does not increase risk to occupants during a flood event.</p>

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6.2.1 Development works code

6.2.1.1 Application

- (1) This code applies to development identified as requiring assessment against the Development works code by the tables of assessment in part 3.
- (2) When using this code, reference should be made to section 3.3.2 and, where applicable, section 3.3.3, in part 3.

6.2.1.2 Purpose and overall outcomes

- (1) The purpose of the code is to ensure that development provides services to a standard which is efficient, effective and reflects community expectations, enhances the lifestyle of the community, and minimises impacts on neighbours, the streetscape and the environment.
- (2) The purpose of the code will be achieved through the following overall outcomes:
 - (a) the location and design of infrastructure or works minimise impacts on amenity and landscape character;
 - (b) development minimises site disturbance and impacts on the natural environment;
 - (c) adequate infrastructure is provided to meet the demand likely to be generated by the development;
 - (d) the safe, efficient and cost-effective provision and operation of infrastructure networks occurs by ensuring:
 - (i) development is of a scale commensurate with the capacity of the strategic road network and provides access in a manner that protects the safety and efficiency of the network;
 - (ii) development maintains high standards of water quality and the environmental health of waterways;
 - (iii) public health and safety are protected.
 - (e) excavation and/or filling in the rural zone does not adversely impact on Council controlled land including road reserves and infrastructure, overland flow paths, drainage paths, waterways, wetlands, or road and drainage infrastructure.

Officers Comment

The proposed development is considered to comply with the purpose of the development works code.

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6.2.1.3 Specific benchmarks for assessment

Table 6.2.1.3(a)—Benchmarks for development that is accepted subject to requirements and assessable development

Performance outcomes	Acceptable outcomes	Comments
Earthworks		
PO1 Excavation and filling on land maintains the amenity and utility of adjoining land.	AO1 Excavation and filling is not carried out within 1.5m of any site boundary.	Complies. No excavation or filling is proposed and the development will not impact the amenity or utility of adjoining land.
PO2 The carrying out of any excavation or filling does not contaminate any land.	AO2 No contaminated material or potential acid sulfate soil is used as fill.	Complies. No excavation or filling is proposed.

Table 6.2.1.3(b)—Benchmarks for assessable development only

Performance outcomes	Acceptable outcomes	Comments
Earthworks		
PO3 The carrying out of any excavation does not create any land instability or public safety risk.	AO3 Earthworks and retaining structures are carried out in accordance with: (a) Australian Standard 3798:1996- Guidelines on earthworks for commercial and residential development; and (b) Section 3 of Australian Standard 4678:2002- Earth retaining structures.	Complies. No excavation is proposed and the development does not create land instability or public safety risks.
PO4 Earthworks do not:	No acceptable outcome is nominated.	Considered to comply. No earthworks are proposed and the development will not affect drainage patterns, ponding or safety of surrounding land. Recommended conditions of approval require a Stormwater Management Plan to be prepared.

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Performance outcomes	Acceptable outcomes	Comments
<p>(a) result in ponding on the site or on nearby land;</p> <p>(b) adversely affect the flow of water through an overland flow path; and</p> <p>(c) result in the loss of safety to users or uses of any other land.</p>		
<p>PO5</p> <p>Earthworks do not result in structures or changes to ground level within a pipeline easement without the consent of the pipeline licence holder.</p> <p><small>Editor's note—Refer to sections 807-808 of the <i>Petroleum and Gas (Production and Safety) Act 2004</i>.</small></p>	<p>No acceptable outcome is nominated.</p>	<p>Considered to comply.</p> <p>No earthworks are proposed within a pipeline easement.</p>
<p>PO6</p> <p>Earthworks maintain the visual amenity of surrounding land and do not compromise the privacy of adjoining property.</p>	<p>No acceptable outcome is nominated.</p>	<p>Considered to comply.</p> <p>No changes to ground levels or built form are proposed and the visual amenity and privacy of adjoining land are maintained.</p>
<p>PO7</p> <p>The risk of erosion and sedimentation is minimised by:</p> <p>(a) progressive rehabilitation of disturbed areas within the site;</p> <p>(b) avoiding long term stockpiling of soil;</p> <p>(c) diverting drainage paths around disturbed areas; and</p>	<p>No acceptable outcome is nominated.</p>	<p>Considered to comply.</p> <p>No disturbance is proposed and there is no risk of erosion or sedimentation.</p>

Performance outcomes	Acceptable outcomes	Comments
(d) preventing sediments from leaving the site.		
Excavation and/or filling in the rural zone		
<p>PO8 Excavation and/or filling do not:</p> <ul style="list-style-type: none"> (a) result in ponding on Council controlled land, including road reserves and infrastructure; (b) impede the flow of water through an overland flow path or drainage path on Council controlled land, including road reserves and infrastructure; and (c) alter the location and/or flow rate of water discharge points from the premises adversely impacting on Council road and drainage infrastructure. 	No acceptable outcome is nominated.	<p>Considered to comply.</p> <p>No excavation or filling is proposed and recommended conditions seek a Stormwater Management Plan to ensure the development does not impact Council-controlled land or drainage infrastructure.</p>
<p>PO9 Excavation and/or filling do not result in an increase to the volume or concentration of water:</p> <ul style="list-style-type: none"> (a) in an overland flow path or drainage path on Council controlled land, including road reserves and infrastructure; and (b) waterways and wetlands. 	No acceptable outcome is nominated.	<p>Considered to comply.</p> <p>No excavation or filling is proposed and recommended conditions seek a Stormwater Management Plan to ensure the development does not impact Council-controlled land or drainage infrastructure.</p>
<p>PO10 Excavation and/or filling do not adversely impact on waterways and wetlands.</p>	<p>AO10 Excavation and/or filling do not occur within 15m of the:</p>	<p>Complies.</p> <p>No excavation or filling is proposed that may cause impacts to waterways or wetlands.</p>

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Performance outcomes	Acceptable outcomes	Comments
	(a) outer bank of a waterway; or (b) outer landward boundary of a wetland.	
<p>PO11</p> <p>Excavation and/or filling do not adversely impact on Council road and drainage infrastructure.</p>	<p>AO11</p> <p>Excavation and/or filling do not:</p> <p>(a) occur within 15m of Council road and drainage infrastructure; and</p> <p>(b) alter the flow rate or velocity of water at discharge points from the premises to Council road and drainage infrastructure.</p>	<p>Considered to comply.</p> <p>No excavation or filling is proposed and recommended conditions seek a Stormwater Management Plan to ensure the development does not impact Council-controlled land or drainage infrastructure.</p>
Infrastructure		
<p>PO12</p> <p>Development in an urban zone (other than the township zone) or within the priority infrastructure area is connected to reticulated water, sewerage and stormwater.</p> <p>Note—Urban zone is defined in the Planning Regulation 2017. The priority infrastructure area is identified in the Local Government Infrastructure Plan in schedule 6.</p>	<p>No acceptable outcome is nominated.</p>	<p>Considered to comply.</p> <p>The development is connected to existing reticulated services, which are to be retained.</p>
<p>PO13</p> <p>Development sites are provided with services in a way that is:</p> <p>(a) safe and efficient;</p> <p>(b) maintains the integrity of the external network;</p>	<p>AO13</p> <p>All infrastructure required to service the development is provided in accordance with Planning scheme policy – S.C5.2 – Development works.</p>	<p>Complies.</p> <p>Existing infrastructure is adequate to service the development without exceeding network capacity.</p>

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Performance outcomes	Acceptable outcomes	Comments
(c) does not impose a load on external networks that exceed their capacity; and (d) can be safely, conveniently and cost effectively maintained.		
PO14 Where reticulated water supply is not available, development is provided with a reliable water supply that is sufficient for the demands generated on site.	No acceptable outcome is nominated.	Not applicable. Reticulated water supply is available.
PO15 Where a reticulated sewerage service is not available, an on-site system of treatment and disposal is established that is sufficient for the level of waste water generated on the site.	No acceptable outcome is nominated.	Not applicable. Reticulated sewerage is available.
PO16 Where provided on-site, water, waste water and stormwater infrastructure are established in a way that ensures public and environmental health, safety, water quality and amenity are maintained.	AO16.1 In the rural residential zone, premises are provided with an on-site sewerage treatment and disposal system.	Not applicable.
	AO16.2 Elsewhere, no acceptable outcome is nominated	Not applicable.
PO17 Premises are connected to an electricity supply approved by the relevant authority.	AO17 The development is connected to electricity infrastructure in accordance with the standards of the relevant regulatory authority.	Complies. The development is connected to an approved electricity supply.

Performance outcomes	Acceptable outcomes	Comments
<p>Water management Editor's note—A property management plan or environmental management plan, illustrating how environmental impacts will be minimised, may be required to support the proposed development.</p>		
<p>PO18 Development is located, designed, constructed and operated to avoid adverse impacts on environmental values and water quality of groundwater, waterways and surface water storages arising from:</p> <ul style="list-style-type: none"> (a) altered stormwater quality and hydrology; (b) waste water; (c) the creation or expansion of non-tidal artificial waterways; or (d) the release and mobilisation of nutrients and sediments. 	<p>No acceptable outcome is nominated.</p>	<p>Considered to comply. The development will not adversely impact water quality or environmental values.</p>
<p>PO19 Development achieves the stormwater management design objectives outlined in tables 6.2.1.3(c) and 6.2.1.3(d). Editor's note—Urban purpose is defined in the <i>Planning Regulation 2017</i>.</p>	<p>No acceptable outcome is nominated.</p>	<p>Considered to comply. Recommended conditions of approval require a Stormwater Management Plan to be prepared.</p>
<p>PO20 Wherever practical, development:</p> <ul style="list-style-type: none"> (a) minimises clearing and earthworks; (b) utilises natural flow paths; and (c) minimises impervious surfaces and maximises 	<p>No acceptable outcome is nominated.</p>	<p>Considered to comply. Recommended conditions of approval require a Stormwater Management Plan to be prepared.</p>

Performance outcomes	Acceptable outcomes	Comments
opportunities for infiltration, capture and reuse.		
<p>PO21</p> <p>Stormwater drainage is provided that has sufficient capacity to safely remove stormwater run-off, in a way that:</p> <ul style="list-style-type: none"> (a) minimises risk to public safety and property; (b) provides a lawful point of discharge from each lot; (c) minimises ponding; (d) allows for risk associated with potential failures within the system; and (e) allows for practical access for maintenance. 	No acceptable outcome is nominated.	<p>Considered to comply.</p> <p>Recommended conditions of approval require a Stormwater Management Plan to be prepared.</p>
Acid sulfate soils		
<p>PO22</p> <p>Within the areas identified as potential acid sulfate soils on overlay map OM1, the generation or release of acid and metal contaminants into the environment from acid sulfate soils is avoided by:</p> <ul style="list-style-type: none"> (a) not disturbing acid sulfate soils when excavating or otherwise removing soil or sediment, draining or extracting groundwater, excluding tidal water or filling land; or 	<p>AO22.1</p> <p>Development does not:</p> <ul style="list-style-type: none"> (a) involve excavating or removing 100m³ or more of soil and sediment at or below 5m AHD; or (b) permanently or temporarily drain or extract groundwater or exclude tidal water resulting in the aeration of previously saturated acid sulfate soils; or (c) involve filling with 500m³ or more with an average depth of 0.5m or greater that results in: 	<p>Complies.</p> <p>No excavation or filling is proposed that has the potential for disturbance of potential acid sulfate soils.</p>

Performance outcomes	Acceptable outcomes	Comments
<p>(b) where disturbance of acid sulfate soils cannot be avoided, development:</p> <p>(i) neutralises existing acidity and prevents the generation of acid and metal contaminants; and</p> <p>(ii) prevents the release of surface or groundwater flows containing acid and metal contaminants into the environment.</p> <p>Editor's note—Where works are proposed within the areas identified as potential acid sulfate soils on overlay map OM1 - Acid sulfate soils, the applicant is required to undertake an on-site acid sulfate investigation. The reason for undertaking an acid sulfate soils investigation is to determine the presence of acid sulfate soil in order to avoid disturbance. Where acid sulfate soils cannot reasonably be avoided, investigation results assist in the planning of treatment and remedial activities and must be undertaken in accordance with the Queensland Acid Sulfate Soil Technical Manual and relevant State Planning Policy. Applicants should also refer to the Guidelines for Sampling Analysis of Lowland Acid Sulfate Soils in Queensland, Acid Sulfate Soils Laboratory</p>	<p>(i) actual acid sulfate soils being moved below the water table; or</p> <p>(ii) previously saturated acid sulfate soils being aerated.</p> <p>OR</p> <p>AO22.2</p> <p>Development manages waters so that:</p> <p>(a) all disturbed acid sulfate soils are adequately treated and/or managed so that they can no longer release acid or heavy metals;</p> <p>(b) the pH of all sites, and any water including discharges and seepage to groundwater, is maintained between 6.5 and 8.5 (or an agreed pH in line with natural background);</p> <p>(c) waters on the site, including discharges and seepage to groundwater, do not contain elevated levels of soluble metals;</p> <p>(d) there are no visible iron stains, flocs or sums in discharge water;</p> <p>(e) all reasonable preparations and actions are undertaken to ensure that aquatic health is safeguarded; and</p> <p>(f) infrastructure such as buried services, pipes, culverts and</p>	

Attachment D – Detailed Assessment

Performance outcomes	Acceptable outcomes	Comments
Methods Guidelines or Australian Standard 4969. It is highly recommended that the applicant develop a practical Acid Sulfate Soil Management Plan for use in monitoring and treating acid sulfate soils.	bridges are protected from acid attack.	
Traffic and access		
<p>PO23</p> <p>The development is located on roads appropriate for the nature of traffic generated, having regard to the safety and efficiency of the transport network, and the functions and characteristics of the road hierarchy.</p> <p>Note–The road hierarchy is illustrated in Figure 6.2.1.3 of the Development works code.</p>	No acceptable outcome is nominated.	<p>Considered to comply.</p> <p>The development is located on a road network suitable for the low volume and type of traffic generated and is supported by a Traffic Impact Assessment.</p>
<p>PO24</p> <p>Development maintains a safe environment for pedestrians, cyclists and vehicles on the site and external to the site.</p>	No acceptable outcome is nominated.	<p>Considered to comply.</p> <p>The development maintains a safe environment for pedestrians and vehicles.</p>
<p>PO25</p> <p>Development has vehicle access and manoeuvring sufficient to accommodate the anticipated traffic demand and servicing</p>	<p>AO25</p> <p>Circulation areas, turning areas and driveways comply with Australian Standards AS2890.1 and AS2890.2, as amended from time to time.</p>	<p>Conditioned to comply.</p> <p>Recommended conditions seek to ensure that the access and manoeuvring arrangements are designed and constructed in accordance with relevant standards.</p>

Attachment D – Detailed Assessment

Performance outcomes	Acceptable outcomes	Comments
requirements safely and efficiently.		
<p>PO26</p> <p>Development (other than dwelling houses and dual occupancies) are designed to enable vehicles to enter and leave the site in a forward direction.</p>	<p>AO26</p> <p>Circulation areas, turning areas and driveways comply with Australian Standards AS2890.1 and AS2890.2, as amended from time to time.</p>	<p>Conditioned to comply.</p> <p>Recommended conditions seek to ensure that the access and manoeuvring arrangements are designed and constructed in accordance with relevant standards.</p>
<p>PO27</p> <p>Development provides sufficient parking on-site to accommodate the anticipated demand safely and efficiently.</p>	<p>AO27</p> <p>Vehicle parking is provided in accordance with table 6.2.1.3(e)– Vehicle parking rates and standards.</p> <p>Where the use is not nominated in table 6.2.1.3(e), no acceptable outcome is nominated.</p>	<p>Conditioned to comply.</p> <p>Recommended conditions seek to ensure that adequate on-site parking is provided.</p>
<p>PO28</p> <p>On-site parking is clearly defined, safe and easily accessible.</p>	<p>AO28</p> <p>Parking areas comply with Australian Standards AS2890.1 and AS2890.2, as amended from time to time.</p>	<p>Conditioned to comply.</p> <p>Recommended conditions seek to ensure that the access and manoeuvring arrangements are designed and constructed in accordance with relevant standards.</p>
<p>PO29</p> <p>Open parking spaces are designed and constructed to facilitate stormwater infiltration on-site.</p>	<p>No acceptable outcome is nominated.</p>	<p>Considered to comply.</p> <p>Recommended conditions of approval require a Stormwater Management Plan to be prepared.</p>
<p>PO30</p> <p>Transport noise impacts are managed by the siting and design of development so that the need</p>	<p>No acceptable outcome is nominated.</p>	<p>Considered to comply.</p> <p>The development does not introduce transport noise impacts.</p>

Performance outcomes	Acceptable outcomes	Comments
for acoustic screening is minimised.		
<p>PO31</p> <p>Where they are used, acoustic walls are designed to mitigate visual impacts.</p>	No acceptable outcome is nominated.	<p>Considered to comply.</p> <p>No acoustic walls are proposed.</p>
<p>PO32</p> <p>Lighting is provided to ensure pedestrian and vehicle safety.</p>	No acceptable outcome is nominated.	<p>Considered to comply.</p> <p>The development does not propose hours of operation that require lighting for pedestrian safety.</p>
Landscaping		
<p>PO33</p> <p>Landscaping is designed, established and maintained to:</p> <p>(a) incorporate existing vegetation, where appropriate;</p> <p>(b) reinforce existing streetscape character;</p> <p>(c) provide effective shade and screening;</p> <p>(d) be sustainable without undue reliance on irrigation;</p> <p>(e) be suitable to the tropical climate.</p> <p>Editor's note—A landscaping plan may be required which should incorporate:</p> <ul style="list-style-type: none"> a fully dimensioned site plan describing the existing landscape including the landscape and environmental significance of remnant vegetation; 	No acceptable outcome is nominated.	<p>Considered to comply.</p> <p>Additional landscaping is not considered necessary given context of proposed use and streetscape presentation.</p>

Performance outcomes	Acceptable outcomes	Comments
<ul style="list-style-type: none"> • the location and depth of all existing services; • natural drainage lines; • existing levels and finished levels; • a full schedule of plantings and materials including growing characteristics, quantities of each plant and other materials; and • a drainage and irrigation plan. 		
<p>PO34 Landscaping:</p> <p>(a) is established using semi-advanced plants in conjunction with shrubs and ground covers;</p> <p>(b) uses native and endemic species where possible; and</p> <p>(c) does not utilise species which are noxious or poisonous or have drop limbs.</p>	<p>No acceptable outcome is nominated.</p>	<p>Considered to comply. Additional landscaping is not considered necessary given context of proposed use and streetscape presentation.</p>
<p>Waste and pollutant management</p>		
<p>PO35 Development provides on-site facilities for the storage and collection of solid wastes that are secure and avoid potential for nuisance.</p>	<p>No acceptable outcome is nominated.</p>	<p>Considered to comply. Waste storage and collection can be managed on-site to avoid nuisance.</p>
<p>PO36 Liquid wastes produced by the development are managed and disposed of so that no risk of nuisance or environmental harm is created.</p>	<p>No acceptable outcome is nominated.</p>	<p>Considered to comply. Liquid wastes are managed through existing servicing arrangements without risk of environmental harm.</p>

Attachment D – Detailed Assessment

Performance outcomes	Acceptable outcomes	Comments
<p>PO37 Development involving the handling of potential pollutants is designed and operated to ensure spills and on-site surface water are captured and treated prior to release to the environment.</p>	<p>No acceptable outcome is nominated.</p>	<p>Considered to comply. The development does not involve handling of significant pollutants.</p>
<p>Fire hydrants in urban areas for buildings accessed by common private title Editor's note–This section will not apply where other legislation applies which mandates requirements for fire hydrants.</p>		
<p>PO38 Development ensures fire hydrants are installed and located to enable fire services to access water safely, effectively and efficiently.</p>	<p>No acceptable outcome is nominated.</p>	<p>Not applicable.</p>
<p>PO39 Road widths and construction within the development are adequate for fire emergency vehicles to gain access to a safe working area close to buildings and near water supplies whether or not on-street parking spaces are occupied.</p>	<p>No acceptable outcome is nominated.</p>	<p>Not applicable.</p>
<p>PO40 Fire hydrants are suitably identified so fire services can locate them at all hours.</p>	<p>No acceptable outcome is nominated.</p>	<p>Not applicable.</p>

Attachment D – Detailed Assessment

State Interest Considerations

The State Planning Policy (SPP) is a key component of Queensland’s planning system. The SPP (July 2017) expresses the State’s interests in land use planning and development. The SPP has effect throughout Queensland and sits above regional plans and planning schemes in the hierarchy of planning instruments under the Act.

The *Burdekin Shire Planning Scheme 2022* integrates the relevant *State Planning Policies (SPP)*. As such, it is not necessary to undertake a separate assessment against the SPP in assessing the proposed development.

North Queensland Regional Plan

The North Queensland Regional Plan (NQRP) establishes a strategic planning framework intended to guide the region’s development and grow the local economy.

The vision of the Regional Plan will be realised through a series of goals and the proposed development is considered to align with the four regional goals, in particular Goal 3: Liveable, sustainable and resilient communities that promote living in the tropics.

The *Burdekin Shire Planning Scheme 2022* integrates the *North Queensland Regional Plan*. As such, no separate assessment of the development against the North Queensland Regional Plan is required for the purpose of this development application.

Public Submissions

The development proposal was placed on public notification from 5 March 2026 to 26 March 2026. No properly made submissions were received during the public notification period.

PLANNING AND DEVELOPMENT

7.3.2. Adoption of Renewable Energy Community Benefit Agreement Policy

File Reference: 3006

Report Author: Matteo Sandona, Planning and Development Manager

Authoriser: James Stewart, Director Infrastructure Planning and Environmental Services

Meeting Date: 23 June 2026

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

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

Executive Summary

This report seeks Council's adoption of the Renewable Energy Community Benefit Agreement Policy, which establishes a clear, consistent and transparent framework for negotiating, administering and reporting on Community Benefit Agreements associated with renewable energy and energy storage developments in the Burdekin Shire. The policy responds to Queensland's statutory community benefit framework and is intended to ensure that prescribed developments make a tangible and enduring contribution to the communities in which they operate.

The policy provides for community benefit contributions to be informed by Social Impact Assessments, community needs, project-specific impacts and relevant Council plans and strategies. It identifies appropriate benefit streams, including Council legacy projects and strategic infrastructure, community legacy initiatives and community sponsorships, with monetary contributions to be managed through a dedicated Council Community Benefit Fund.

Adoption of the policy will provide certainty for proponents, support consistent decision-making by Council and strengthen accountability through publication of executed agreements and annual reporting on expenditure. The policy aligns with Council's Corporate Plan objective to support strategic projects that contribute to liveability and economic growth in the Burdekin.

Officer's Recommendation

That Council adopt the Renewable Energy Community Benefit Agreement Policy, as provided in Attachment A.

Background

Community Benefit Agreements (CBA), supported by Social Impact Assessments (SIA), now form part of Queensland's statutory community benefit framework for prescribed development. For relevant renewable energy and energy storage developments, a CBA is required to be negotiated prior to the lodgement of a development application.

CBAs provide a statutory mechanism to ensure that renewable energy and energy storage developments deliver positive and lasting outcomes for local communities, in addition to managing project-specific social and economic impacts.

The proposed policy establishes Council's framework for the consistent negotiation, administration and reporting of CBAs associated with renewable energy and energy storage developments within the Burdekin Shire.

The policy provides that contributions under a CBA will generally be monetary and calculated in accordance with an annually indexed contribution rate, consistent with Local Government approaches in Queensland. Council may agree to a defined portion being delivered as non-monetary contributions where the demonstrable value is equivalent to the monetary amount that would otherwise be payable.

Each CBA is intended to include one (1) or more of the following benefit streams, with the appropriate mix determined by the scale, location and impacts of the development, the findings of the SIA and relevant Council plans, strategies and policies:

1. Council Legacy Projects and Strategic Infrastructure.
2. Community Legacy Initiatives.
3. Community Sponsorships.

Allocation across the benefit streams will be informed by project-specific factors, including the purpose, scale and location of the development, the nature and extent of impacts identified through the SIA process and relevant Council priorities.

All monetary contributions will be paid by the proponent into a Council-managed Community Benefit Fund, to be held in a dedicated Council reserve. Council will be responsible for managing, allocating and reporting on the funds in accordance with the relevant CBA and applicable legislation. Interest earned on monies held in the fund will be retained within the fund, and unexpended funds will be carried forward for approved community benefit initiatives.

To support transparency and accountability, Council will publish each executed CBA on its website and report annually on expenditure of funds received, including the nexus between the funding purpose and expenditure items.

Exclusions

This policy does not apply in the following circumstances:

1. Non-prescribed development: This policy does not apply to development that is not prescribed development under the *Planning Act 2016* and the *Planning Regulation 2017* (as amended).
2. Waiver by the Director-General: Where the requirement to prepare or negotiate a Community Benefit Agreement has been formally waived by the Director-General under the relevant planning legislation, this policy does not apply to the extent of that waiver.
3. Existing approvals and transitional arrangements: This policy does not apply retrospectively to development approvals lawfully given prior to the commencement of the Queensland statutory community benefit system, unless otherwise required by legislation.

Consultation

Relevant Council departments and stakeholders were consulted through an initial workshop on 5 May 2026 and Council's policy adoption review process.

Budget & Resource Implications

Contributions received under the policy have the potential to make a significant and long-term contribution to community assets, local infrastructure and community initiatives across the Shire. The efficient and effective implementation, management and reporting of the policy is therefore important to ensure funds are applied transparently and in accordance with the relevant Community Benefit Agreement.

Monetary contributions will be paid by proponents into a Council-managed Community Benefit Fund and held in a dedicated reserve. These funds will not form part of general revenue and will be allocated only for purposes consistent with the applicable Community Benefit Agreement, Council resolutions and relevant legislative requirements.

Implementation of the policy will require internal resources to support negotiations with proponents, review Social Impact Assessments, prepare and administer agreements, maintain financial records and report annually on expenditure. It is expected that these activities will initially be managed within existing operational resources. The policy also requires each CBA to include an administrative fee equal to 5% of the total contribution payable to Council, in addition to the community benefit contribution, to assist with implementation and administration costs.

Legal Authority & Implications

The policy is supported by the statutory framework applying to prescribed development, Social Impact Assessments and Community Benefit Agreements in Queensland. Adoption of the policy will assist Council to apply a consistent approach to negotiations with proponents and provide greater certainty for applicants, Council and the community.

Policy Implications

Adoption of the policy will establish Council's preferred position for the negotiation, administration and reporting of Community Benefit Agreements for relevant renewable energy and energy storage developments within the Shire.

Risk Implications (Strategic, Operational, Project Risks)

This policy will be reviewed for applicability, effectiveness, and consistency with relevant legislation, Council resolutions, and other Council documents. Timing of reviews is included at the conclusion of this document under the heading "Document History and Version Control".

Attachments

1. Renewable Energy Community Benefit Agreement Policy

Policy Type	Corporate
Function	Land Use and Planning
Policy Owner	Director Infrastructure Planning and Environmental Services
Policy Contact	Director Infrastructure Planning and Environmental Services
Effective Date	Click here to select the date the policy is effective from

Purpose

The purpose of this policy is to provide a clear and consistent framework for the negotiation, administration and reporting of Community Benefit Agreements (CBAs) associated with renewable energy and energy storage developments within the Burdekin Shire. Consistent with Queensland's statutory community benefit system, the policy seeks to ensure that CBAs deliver tangible, locally relevant and long term social and economic benefits informed by Social Impact Assessments, community needs and priorities.

The policy aims to ensure that benefits are equitable and proportionate for host communities and the wider Shire, reflect community expectations and aspirations, complement existing local initiatives, and align with Council's strategic objectives and vision for sustainable regional development.

Scope

This policy applies to prescribed development within the Burdekin Shire local government area that is subject to the community benefit system under the *Planning Act 2016* and *Planning Regulation 2017* (as amended). Prescribed development currently includes:

1. a wind farm;
2. a solar farm that has a maximum instantaneous output of 1 MW or more; and
3. a battery storage facility that has a maximum instantaneous output of 50 MW or more.

Policy Statement

Burdekin Shire Council (Council) acknowledges the role of renewable energy and energy storage development in supporting sustainable development, economic growth and community resilience within the Burdekin Shire. Community Benefit Agreements (CBAs), together with Social Impact Assessments (SIAs), form part of Queensland's statutory community benefit framework.

For prescribed development, a CBA is required to be negotiated prior to the lodgement of a development application unless waived by the Director-General in accordance with the *Planning (Social Impact and Community Benefit) and Other Legislation Amendment Act 2025* and the *Planning (Battery Storage Facilities) and Other Legislation Amendment Regulation 2025*. CBAs provide a key statutory mechanism to ensure that the potential long-term social and economic impacts of renewable energy and energy storage developments deliver positive outcomes for local communities.

This policy establishes Council's framework for the consistent negotiation, administration and reporting of CBAs associated with renewable energy and energy storage developments within the Burdekin Shire.

The establishment, negotiation and execution of CBAs by Council will be managed in accordance with this policy. CBAs will be developed considering the following key elements.

Nature of Contributions

Contributions under a CBA will be primarily monetary, as calculated in accordance with the annual

contribution formula in Table 1. Council may agree that a defined portion is delivered as non-monetary contributions, where the demonstratable value is equivalent to the monetary amount that would otherwise be payable for that portion. Where a non-monetary contribution is agreed, the proponent remains fully responsible for funding and delivery, with Council retaining oversight but not delivery or maintenance responsibilities, unless otherwise expressly agreed.

Contribution Framework

Each CBA will include one or more of the following benefit streams, with the appropriate mix determined by the scale, location and impacts of the development, the findings of the SIA and identified community plans or other relevant planning documents:

1. **Council Legacy Projects and Strategic Infrastructure:** Contributions allocated to critical, high-value projects and infrastructure that deliver legacy outcomes, long-term benefits across the Burdekin Shire local government area or at a district scale and which may respond to the broader impacts of the development.
2. **Community Legacy Initiatives:** Contributions allocated to initiatives that deliver community benefits, such as community facilities, services or programs that respond to local priorities identified through the SIA process and relevant planning documents.
3. **Community Sponsorships:** Contributions dedicated to smaller scale, locally delivered initiatives supporting community groups, sporting clubs, schools and not-for-profit organisations.

A community benefit initiative may exhibit characteristics of more than one benefit stream, and Council will determine the most appropriate classification. Allocation across streams will be informed by project specific factors, including the primary purpose, scale, location and the nature, and extent of impacts identified through the SIA process and will also have regard to relevant Council plans, strategies and policies.

Annual Contribution Formula

A minimum annual base contribution amount applies. The contribution amount will be calculated in accordance with **Table 1** for CBAs executed within the 2025/26 financial year, based on the development type and its generation or storage capacity (expressed in megawatts (MW) or megawatt hours (MWh)). The amount is indexed annually to the ABS All Groups CPI (Brisbane) as published for the March quarter. Indexed rates will apply from 1 July each financial year.

Table 1: Contribution Formula

Development Type	Annual Base Rate (per MW or MWh)
Solar	\$850.00 per MW
Wind	\$1,050.00 per MW
Battery Energy Storage System (BESS)	\$150.00 per MWh
Other Energy Storage (including hydro)	\$850.00 per MW

Calculation is based on the approved capacity of the development. Where a project includes a combination of generation or storage types, the total contribution amount will be determined by the sum of the contribution calculated for each development type.

The indexed contribution is payable annually, with the first contribution payable prior to the first day of commercial operation and each subsequent contribution payable on the anniversary of the first day of commercial operation, for the full operational life of the development.

An annual operating contribution of 5% of the indexed annual contribution amount is payable to cover Council's ongoing administration, monitoring and reporting costs.

Community Benefit Fund

All monetary contributions are to be paid by the proponent into a Council managed Community Benefit Fund (CBF), which will be held in a dedicated Council reserve. Council is responsible for managing, allocating and reporting on the funds in accordance with the CBA and relevant legislation. Interest earned on monies held in the CBF will be retained within the CBF. Unexpended funds will be carried forward for approved community benefit initiatives.

Council may pool funds where multiple projects affect the same host community.

Exclusions

CBA contributions do not offset costs otherwise required to be borne by the proponent, including annual general rates, charges based on land use zoning, infrastructure agreement obligations, statutory infrastructure charges, conditions of a development approval or any other costs imposed under contract, legislation or other legal arrangement.

Private agreements with individual landowners, including community benefit sharing agreements, Indigenous Land Use Agreements and/or Cultural Heritage Management Plans are distinct and separate from any community benefits captured under a CBA negotiated with Council.

CBAs must not replace obligations under an Environmental Impact Statement or similar statutory assessment process.

CBA Conditions

CBA conditions will be developed with reference to the SIA and any Social Impact Management Plan, the proponent's draft development application, local planning considerations including any community plans or other relevant planning documents and other relevant local factors.

Depending on the project context, CBA conditions may address a range of project related impacts, including (but not limited to):

1. Local transport and road upgrades, including traffic management, safety improvements and maintenance of construction haulage routes.
2. Housing and accommodation measures to manage short-term workforce pressures, including temporary accommodation.
3. Environmental protection and amenity measures (dust, noise, revegetation, erosion control, site rehabilitation).
4. Water and sewerage infrastructure upgrades or capacity measures to manage increased demand generated by the project.

The proponent remains solely responsible for the funding and delivery of all impact mitigation required under applicable legislation. CBA contributions are additional to, and must not be used to fund, offset or substitute, the proponent's statutory mitigation obligations.

Chief Executive Officer Authority

Council's Chief Executive Officer (CEO) is authorised to negotiate and execute CBAs on Council's behalf, provided the CBA is consistent with this policy and relevant legislation. The CEO may delegate responsibilities to appropriate officers in accordance with Council's Register of Delegations.

Reporting

Council will publish a copy of each executed CBA on Council's website. Council will report annually on expenditure of funds received and will demonstrate the nexus between the funding purpose and expenditure items.

Recognition protocols will be established to acknowledge and appropriately recognise the contributions of proponents.

Review

This policy will be reviewed at least every two years and may be reviewed earlier if required, including if required under legislation or due to procedural changes.

Reservation of Rights

Council reserves the right, acting reasonably, to include, negotiate or remove matters outlined within this policy as part of a CBA to ensure alignment with community needs, changing circumstances and Council priorities.

Exceptions

This policy does not apply in the following circumstances:

1. **Nonprescribed development:** This policy does not apply to development that is not prescribed development under the *Planning Act 2016* and the *Planning Regulation 2017* (as amended).
2. **Waiver by the Director-General:** Where the requirement to prepare or negotiate a Community Benefit Agreement has been formally waived by the Director-General under the relevant planning legislation, this policy does not apply to the extent of that waiver.
3. **Existing approvals and transitional arrangements:** This policy does not apply retrospectively to development approvals lawfully given prior to the commencement of the Queensland statutory community benefit system, unless otherwise required by legislation.

Nothing in this policy limits or fetters Council's ability to exercise any statutory discretion, power or function under the *Planning Act 2016* or other applicable legislation.

Objectives

The objectives of this policy are to:

1. **Provide a clear and consistent governance framework:** Establish a transparent and consistent approach for the negotiation, administration and reporting of Community Benefit Agreements (CBAs) associated with renewable energy and energy storage developments within the Burdekin Shire.
2. **Secure meaningful community outcomes:** Ensure that CBAs deliver tangible, measurable and long-term social and economic benefits that respond to identified social impacts, local needs and community priorities, as informed by Social Impact Assessments.
3. **Promote equity and fairness:** Support the equitable and proportionate distribution of community benefits to host communities and the broader Burdekin Shire, having regard to the scale, nature and impacts of the development.

4. **Support informed and transparent decision making:** Facilitate consistent, accountable and well documented decision-making processes that are defensible, evidence-based and aligned with statutory requirements.
5. **Integrate with Council priorities and initiatives:** Ensure that community benefits complement and, where appropriate, enhance existing Council programs, services, infrastructure and strategic initiatives.
6. **Align with Council's strategic and planning framework:** Ensure CBAs support Council's Corporate Plan, long term planning objectives and vision for sustainable economic development and community wellbeing.

Responsibility

Mayor and Councillors	<ol style="list-style-type: none"> 1. Adhering to this policy where it applies to their activities, ensuring clarity between their personal actions and opinions, engagement with proponents or the community and activities undertaken by Council. 2. Complying with this policy and representing Council's position accurately and responsibly.
Chief Executive Officer and Directors	<ol style="list-style-type: none"> 1. Ensuring that this policy is understood, implemented and adhered to by all Council employees. 2. Complying with this policy and representing Council's position accurately and responsibly.
Planning and Development	<ol style="list-style-type: none"> 1. SIA assessment and CBA development. 2. Complying with this policy and representing Council's position accurately and responsibly.
Economic Development	<ol style="list-style-type: none"> 1. Implementation, administration, monitoring and reporting. 2. Complying with this policy and representing Council's position accurately and responsibly.
Financial Services	<ol style="list-style-type: none"> 1. Providing oversight and governance of financial contributions and fund management and compliance with reporting requirements. 2. Complying with this policy and representing Council's position accurately and responsibly.

Risk Management

Council will manage risks associated with Community Benefit Agreements through the following measures:

1. Ensuring all Community Benefit Agreements are negotiated and administered in accordance with relevant legislation, this policy and Council's governance framework.
2. Exercising delegated authority consistently and in accordance with Council's Register of Delegations.
3. Basing decisions on Social Impact Assessments and relevant strategic planning considerations to ensure benefits are proportionate and appropriate.
4. Applying a consistent and transparent approach to negotiations to support equity, accountability and defensible decision-making.
5. Clearly documenting agreements and related decisions to support reporting, compliance and audit requirements.
6. Considering human rights and community impacts to minimise reputational and community related risks.

Legislation

Human Rights Act 2019

Local Government Act 2009

Local Government Regulation 2012

Planning (Battery Storage Facilities) and Other Legislation Amendment Regulation 2025

Planning (Social Impact and Community Benefit) and Other Legislation Amendment Act 2025

Planning Act 2016

Planning Regulation 2017

Definitions and Abbreviations

Community Benefit Agreement (CBA)	means an agreement about providing benefits to a community in the locality of prescribed development, negotiated with Council (as a minimum). A CBA is a separate instrument to development approval conditions and does not form part of the development approval.
Community Benefit System	means the statutory planning framework that integrates SIAs and CBAs into Queensland's broader development assessment and decision-making framework under Queensland's planning legislation.
Councillors	means all elected representatives including the Mayor.
Employees	includes any persons employed directly by Burdekin Shire Council but does not include volunteers, contractors, labour hire or contract personnel.
Non-Monetary Contribution	may include direct works by the proponent, third-party delivery arrangements, in-kind provision of works or services or long term programs or capacity-building initiatives such as training partnerships or social programs.
Prescribed Development	means development prescribed under the <i>Planning Regulation 2017</i> as requiring an SIA and CBA.
Social Impact Assessment (SIA)	means an assessment process and report that identifies, predicts, evaluates and develops responses to social or socio-economic impacts as part of an integrated assessment that also considers environmental, economic and cultural impacts.
Third-Party Delivery	means delivery of an agreed community benefit by an independent provider engaged and funded by the proponent.

Document History and Version Control

Title of Document	Renewable Energy Community Benefit Agreement Policy
Document Reference Number	TPL-POL-0003 Rev 1
Review Schedule	24 months
Council Meeting Date	Insert the date of the Council meeting this policy went to
Council Resolution Number	Enter the resolution number assigned from the Council meeting

PROJECT MANAGEMENT

7.4.1. Local Resilience Action Plan

File Reference: 2824

Report Author: Sonya Batchelor, Project Administration Officer DRFA

Authoriser: James Stewart, Director Infrastructure Planning and Environmental Services

Meeting Date: 23 June 2026

Link to Corporate/Operational Plan:

Burdekin Shire Council Corporate Plan 2025-2030

- Protect and improve the resilience of assets by utilising betterment programs and implementing flood and disaster mitigation strategies.

Executive Summary

This report is seeking formal adoption of the updated Local Resilience Action Plan. The Queensland Reconstruction Authority (QRA) has redesigned the Local Resilience Action Plan (LRAP) template. Council reviewed the updated Local Resilience Action Plan to identify local risks and activities to mitigate these risks. The Local Resilience Action Plan offers a framework to guide Council in identifying and prioritising resilience initiatives when seeking State and Federal resilience funding programs.

Officer's Recommendation

That Council endorses the Local Resilience Action Plan v2.1 as attached to this report.

Background

A Local Resilience Action Plan (LRAP) is a strategic tool that captures and prioritises resilience-building projects based on local needs, aligns them with broader strategies, and provides a pathway to seek and secure resilience funding. Councillors, Executive Leadership Team and Council Officers participated in a mini workshop to review Local Resilience Action Plan v2.0, with the aim of prioritising existing activities and identifying new ones.

The Queensland Reconstruction Authority (QRA) has redesigned the Local Resilience Action Plan (LRAP) template.

This initiative aims to:

- improve consistency across local government planning,
- strengthen strategic alignment with State and Federal resilience funding programs,
- ensure resilience actions are informed by local risks, priorities, and community needs.

All Councils in Queensland were notified to review and update their LRAPs using the new template by July 2026.

LRAP V2.0 Changes:

- Introduction of standardised fields.
- Use of drop-down options to reduce free-text entry.
- More focused and streamlined layout for greater usability.
- Consistent format applied across all Councils.

- Refined scope, including clearer identification of suitable projects.

LRAP V2.0 Benefits:

- Clearer demonstration of how local priorities align with State and Federal priorities, including linkages to the Queensland Strategy for Disaster Resilience (QSDR).
- Improved accuracy and reliability of information.
- Usable and transferrable dataset with improved functionality.
- Centralised and consistent data capture across all Councils.
- Streamlined process reducing administration burden for Councils.
- Greater confidence for decision makers across Councils and QRA.

Once adopted by Council the new format LRAP will be submitted to the Queensland Reconstruction Authority (QRA).

Consultation

Workshopped with Council on 3 March 2026 with regards to the new format of the LRAP template and reviewing prioritisation of the existing projects as well as capturing any new initiatives and again 16 June 2026.

Budget & Resource Implications

This review and update has been completed internally as part of business-as-usual operations. The updated LRAP will allow Council to seek external funding for projects listed. Any future submission for grant funding will be a decision for Council.

Legal Authority & Implications

Not Applicable.

Policy Implications

Burdekin Shire Council Grant Policy.

Risk Implications (Strategic, Operational, Project Risks)

No risks are identified from the endorsement of the Local Resilience Action Plan.

Attachments

1. Local Resilience Action Plan V2

Jun-26

Action ID	Line of Resilience	Resilience Project Funding Status	Resilience Project Funding Source	Resilience Project Title	Resilience Project Description/Scope	Resilience Project Outcomes	Current Project Phase	Project Focus Area	Hazard Addressed	Primary QSDR Objective linkage	Estimated Project Cost	Priority	Project Responsibility	Project Origin	Accountable Officer (Internal)	Additional Information
Unique Identifier	Select from the five lines, Must be a single selection.	Current status of the project.	Funding source of project if funded.	Title of project	High level description and outline of the proposed project and scope (1-2 paragraphs for each project)	List potential resilience outcomes and benefits if the project was supported	Select from the options, Must be a single selection.	Select most relevant option. Must be a single selection.	Select from the options, Must be a single selection - if project would address multiple hazards, select hazard that most closely aligns with the project.	Select from the five lines, Must be a single selection.	Round Cost estimate - whole number only (inclusive of project management and contingency costs)	Number Council priorities from 1 (highest) onwards	Responsibility for delivering the project	How was this project originally identified?	Name and position of the internal project owner should the project be funded.	Free text field to add any additional comments or context for each line item as required.
BrdSC.BLT01	Built	Proposed	QRRRP	LIDAR	Explore opportunities to update LIDAR information for inclusion on Council website. Council has held discussions regarding including flood mapping on Council website and dashboard. Alternative is to include updated LIDAR information to provide flood levels for habitable homes.	Increased understanding of flood risks and improvements to long term planning	Pre-concept/ Feasibility Study	Other - Built	Flooding	2 - We work together to better manage disaster risk	\$ 200,000	1	Council	Original LRAP	JAMES Stewart; DIPES	Potential inaccuracies in current flood communications due to the age of the current data.
BrdSC.RTI01	Roads and Transport	Proposed	QRA - Other	Plantation Park Bruce Highway Crossing	Construction of a raised culvert crossing across Plantation Creek on the Bruce Highway. During 2019 floods and 2025 floods the main highway was cut at Plantation Creek causing major delays to transport and isolating residents in Home Hill and Ayr and closing the Highway from Townsville to Mackay	Reducing the impacts of flooding causing isolation and supply chain interruptions on the highway.	Pre-concept/ Feasibility Study	Roads - Highways	Flooding	3 - We seek new opportunities to reduce disaster risk	\$ 50,000,000	2	State Agency	Original LRAP	JAMES Stewart; DIPES	
BrdSC.BLT13	Built	Proposed	QRA - Other	Brandon to Kanaka Drain Upgrades	Upgrades including the widening of the drain, grades to be improved, culverts at crossings to be reviewed and replaced as required.	Resilience outcomes will be the reduction in flooding impacts in the residential areas of Brandon.	Pre-concept/ Feasibility Study	Flood Resilience Infrastructure	Flooding	3 - We seek new opportunities to reduce disaster risk	\$ 2,500,000.00	3	Council	Council-identified Priority	JAMES Stewart; DIPES	Identified at Workshop 7/4/26
BrdSC.BLT02	Built	Proposed	QRRRP	Drainage & Stormwater Network Upgrades	Consider local flooding and drainage infrastructure network opportunities to enhance resilience to localised flooding. A number of residential areas experience localised and riverine flooding during an event which often results in houses being impacted to some degree. Further mitigation could be provided by installing additional drainage infrastructure. Key areas that are frequently impacted include: - Brandon - Ayr - Chippendale, Cox, Ross, Philip, Ray & Gibson Streets; Town Drain area - Home Hill - Corner of Tenth and Third Avenue; Sixth Street, Second Street (between Eighth and Ninth Avenue) - South Ayr - Tamarind Estate, Drysdale, Robert, Albert, Woods Streets.	Improve resilience of local areas to flooding, reduce community isolation and recovery periods and reduce localised flooding and asset property damage.	Design	Flood Resilience Infrastructure	Flooding	3 - We seek new opportunities to reduce disaster risk	\$ 500,000	4	Council	Original LRAP	Kevin Byers, Manager Technical Services	Local Town Drain Study is guiding designs to upgrade the stormwater network in Ayr. Affected residents of Brandon met with Mayor and CEO to discuss issues identified after 2025 event.
BrdSC.BLT03	Built	QRA Funded	QRA - Other	Flood modelling and Mitigation	Undertake flood mapping exercises to better identify areas of potential impact for planning purposes. Localised flash flooding. Information gathering and awareness of overall situation. The need for better communication based on probable outcomes.	Flood mapping exercises will help understand the risk of flooding to help better prepare for and respond to flood events.	In delivery	Other - Built	Flooding	4 - We continually improve how we prepare for, respond to and recover from disasters	\$ 300,000	5	Council	Original LRAP	Kevin Byers, Manager Technical Services	Town Drain Study leading Town Drain designs for upgrades. Regional Flood Study and WaterRide training for Technical Services staff.
BrdSC.ENV03	Environment	Proposed	QRA - Other	River Bank Stabilisation	The river bank stabilisation project will improve flood resilience, protect critical infrastructure, restore riparian habitat, and enable waterways to adapt to changes in flow while reducing long-term maintenance costs and risks to the community.	Resilience outcomes include the stabilisation of the banks under current and future flooding flows. Reduced bank erosion and channel migration Protection of nearby infrastructure (roads, bridges, utilities, farmland) and productive lands and assets. Lower risk of asset loss during extreme weather events Improves the river system's ability to absorb and recover from floods Reduces emergency repair and remediations costs and disruption Reduced sedimentation and turbidity Lower nutrient and contaminant runoff Reduced flood and erosion risk to homes and land Improved public access, amenity, and recreational use	Pre-concept/ Feasibility Study	Water Catchments	Flooding	3 - We seek new opportunities to reduce disaster risk	\$ 27,909,000.00	6	State Agency	Council-identified Priority	JAMES Stewart; DIPES	Identified at Workshop 7/4/26. BSRIT Erosion Remediation Sites Assessment prepared March 2025, outlining areas and scope for remediation along the Burdekin and Haughton Rivers. Projects discussed with DETSI for application under the NFNTL Catchment Rehabilitation Program.

BrdSC.RT102	Roads and Transport	Partially QRA Funded	DRFA	Road Network Hotspots	Work to identify opportunities to mitigate key repeated road network hotspots that are frequently impacted. A number of key road network hotspots in the region are frequently impacted during an event, often causing road closure and Council having to carry out repairs to the same hotspot areas after an event. By working to identify opportunities to mitigate key hotspots, council can reduce ongoing costs associated with repairs, freeing up additional revenue to be spent elsewhere. Some key hotspot areas including: - Barratt Rd, Conlan St; Lyons Rd; Reed Beds Rd; Inkerman Station Rd; Lochinvar Rd - Jerona Rd; Wunjunga Rd; Bahr Rd; Old Wharf Rd; Peggy Bog Rd; Phillips Camp Rd; Hodder Rd; Charlie Hill Rd - Giddy Road - Giddy Road crossing of Plantation Creek being upgraded to a bridge would possibly provide much needed relief to the public. It is noted that most of these roads are frequently used by the community.	All hazards - interruption to supply chain connections and physical isolation. Continued betterment an denhanced infrastructure resilience.	In delivery	Roads - Local Roads	Flooding	3 - We seek new opportunities to reduce disaster risk	\$ 5,000,000	7	Council	Original LRAP	Kevin Byers, Manager Technical Services	Jerona Rd funding under NQRP for hotspots, Bahr Rd multiple REPA repairs, Barratt, Lyons and Conlan Project Plans & designs being developed.
BrdSC.BLT04	Built	Proposed	QRRRP	Mobile Generators	Invest in mobile generators for key infrastructure assets which currently do not have backup generators. Some key infrastructure assets across the Shire do not have backup generators which results in the asset going offline where the local power network is impacted. By providing mobile generators for key infrastructure assets, power can be maintained during an event. Sites identified as requiring generators; - Mt Kelly Break Tank - Home Hill Sewerage Treatment Plant - Kirknie Landfill	Assist in recovery in providing essential services. Continuation of services during and following natural hazard events.	Delivery Ready	Flood Resilience Infrastructure	Flooding	3 - We seek new opportunities to reduce disaster risk	\$ 200,000	8	Council	Original LRAP	Kevin Byers, Manager Technical Services	Last sites that require back up generators
BrdSC.BLT05	Built	Proposed	QRA - Other	Flooded Roads Warning Infrastructure	Explore locations for new signage and cameras to monitor water over road and road conditions during flood events. Water level monitoring systems can provide immediate warning to road users in the event of road flooding by automatically triggering bright flashing illuminated amber signs. The system can also communicate data back to Council's disaster management system for viewing and analysis. Water level monitoring systems to be installed as a priority at: - Fiveways - utilised as a back route between Townsville & Ayr by motorists. - Jerona causeway - only access route for the approximately 30 permanent residents of Jerona, Flooding impacts have increased since the installation of the new culvert creating unnecessary trips by crews to check the condition of the road. - Ayr Ravenswood Rd - Scotts Creek - no flood warning or auto levels on this section but it rises and drains quickly, staff need to drive to site multiple times a day to check. Other potential locations include: Ivory Road, Old Clare Road.	Improve understanding of flood risk. Improve communication of potential flood impacts. Contributes to real-time information for road closures and isolation issues for supply chain and travellers Reduces issues of crossing flooded roads Reduces the burden on people physically driving long distances to check roads and adjust signage.	In delivery	Flood Warning Infrastructure	Flooding	3 - We seek new opportunities to reduce disaster risk	\$ 300,000	9	Council	Original LRAP	Kevin Byers, Manager Technical Services	Barratta Ck at Allen Rd and Barratta Rd and Anabranch Bridge completed under QRRRF. Fiveways, Jerona and Scotts Creek identified for next round.
BrdSC.BLT06	Built	Proposed	QRA - Other	Flood Classifications	Review flood classifications across the region. Consider the recommendations outlined by the flood classifications report undertaken by Water Technology to determine if any classifications need to be amended. If so, consider a whole-of LGA approach to revising the classifications in line with the QRA flood classification guideline.	Flood classifications help local governments and the community to understand river heights and flood forecasts and how these might impact roads, bridges and others assets, and help inform decision making during flood events.	Pre-concept/ Feasibility Study	Flood Warning Infrastructure	Flooding	4 - We continually improve how we prepare for, respond to and recover from disasters	\$ 50,000	10	Council	Original LRAP	Kevin Byers, Manager Technical Services	
BrdSC.HS01	Human and Social	Proposed	QRA - Other	Telecommunications equipment	Provision of communications back up during a natural disaster event. Purchase of equipment such as Charging Towers, Arni Boxes and additional equipment for the Place of Refuge. Burdekin LDMG has requested additional resources to be able to continue to provide essential services to the community and between Council sections and departments. During a disaster, commnuications can become unreliable and may be impacted by power outages and the need for refuge away from homes.	Improved physical and digital connectivity	Pre-concept/ Feasibility Study	Community Members	Flooding	1 - We understand the potential disaster risks we face	\$ 150,000	11	Council	Original LRAP	Eileen Devescovi, Manager Client Services & LDC	
BrdSC.BLT07	Built	Proposed	QRRRP	Building Structural Audit	Undertake a structural audit of essential Council owned and operated buildings for compliance with severe storm, flood and cyclone rating requirements with consideration to heatwave. Undertake a structural audit of essential Council owned and operated buildings for access for people with disabilities. Undertake a structural audit of essential Council owned and operated buildings for exposure to earthquake damage and compliance with the National Construction Code and QBCC	A structural audit should respond to a number of prevalent hazards and issues	Pre-concept/ Feasibility Study	Other - Built	Flooding	3 - We seek new opportunities to reduce disaster risk		12	Council	Original LRAP	Keith Lewty Facilities Management Coordinator	Initial audit to be undertaken so costs are unknown at this stage. Hazards addressed include Tropical Cyclone, Flooding, Earthquake.

BrdSC.RT103	Roads and Transport	Proposed	QRRRP	Giru Helipad	Upgrades to the access and Helipad at Giru township. Giru can be isolated from the balance of the Shire during an event. By upgrading the helipad there will be greater access to the community during an event.	Reducing the impacts of flooding causing isolation and supply chain interruptions on the highway.	Pre-concept/ Feasibility Study	Helipads	Flooding	3 - We seek new opportunities to reduce disaster risk	\$ 50,000	13	Council	Original LRAP	James Stewart, DIPES	Identified by the local community that better access is required. Recommendations taken to Council workshop 17/6/25. Project Plan, Costings and designs to be produced.
BrdSC.BLT08	Built	Non-QRA Funded	Non-QRA	Solar Installations	Explore opportunities and need for renewable energy to council critical infrastructure.	Reduction of climate related risks.	In delivery	Other - Built	Tropical Cyclone	3 - We seek new opportunities to reduce disaster risk	\$ 200,000	14	Council	Original LRAP	Jude Austin Manager Environmental Services	Funding sourced for 6 Solar Systems on Council owned buildings under Reef Guardian Program
BrdSC.HS02	Human and Social	Partially QRA Funded	QRRRP	Digital Noticeboards	Consider the implementation of digital noticeboards in town as central points of public information. During an event it can be difficult for the LDMG to physically access noticeboards in town to display messages to the community. By implementing a digital notice boards, the LDMG can keep the community informed of event updates remotely.	Ensure ability to communicate effectively to the community	In delivery	Community Members	Flooding	3 - We seek new opportunities to reduce disaster risk	\$ 100,000	15	Council	Original LRAP	Eileen Devescovi, Manager Client Services & LDC	Home Hill, Giru & Ayr have been completed. 6 x Mobile VMB available. Have identified Brandon as the final location.
BrdSC.HS03	Human and Social	Proposed	QRA - Other	Further Flood Modelling Barratta catchment	Explore opportunities for further flood modelling of the Barratta sub-catchment and its interplay with adjoining sub-catchments. Explore opportunities for further flood resilience for Giru stemming from the Barratta sub-catchment flood study.	Consider the outcomes of the Barratta Creek flood study and how these may inform disaster management, engineering and infrastructure activities in the area into the future. This action may lead to further actions to be included within this action plan. Council's LDMG should review the outputs of the Barrattas flood study to determine whether any amendments or additional considerations relevant to disaster management, asset management, infrastructure or any other Council activity should be implemented to provide further flood resilience in Giru. Recommendations - - Data collection & survey of Sunwater & LBW irrigation network including pumps & weirs procedures for incorporating into the flood modelling. - Update & details of Burdekin River catchment flows & detailed review of flood levels. - Assessment of joint probability of flood events with cyclonic storm tides - Assessment of sensitivity of flood model results to the impacts of structure blockages.	Pre-concept/ Feasibility Study	Other - Human and Social	Flooding	1 - We understand the potential disaster risks we face	\$ 150,000	16	Council	Original LRAP	Kevin Byers, Manager Technical Services	Recommendations from previous study should be investigated.
BrdSC.RT104	Roads and Transport	Proposed	QRRRP	Rita Island Helipad	Explore the opportunity for a helipad on Rita Island.	Rita Island can be isolated from the balance of the Shire during an event. By providing a helipad there will be greater access to the Island during an event.	Pre-concept/ Feasibility Study	Helipads	Flooding	3 - We seek new opportunities to reduce disaster risk	\$ 50,000	17	Council	Original LRAP	Kevin Byers, Manager Technical Services	During 2025, resupply and Ergon helicopters landed on a suitable road with no powerlines. The road may require an upgrade to widen for larger emergency helicopters
BrdSC.BLT09	Built	QRA Funded	QRA - Other	Jerona Flood Mitigation	Explore opportunities for further flood resilience for Jerona stemming from the Barratta sub-catchment flood study.	Review the flood study undertaken to identify opportunities that would further enhance flood resilience for Jerona.	Pre-concept/ Feasibility Study	Other - Built	Flooding	3 - We seek new opportunities to reduce disaster risk	\$ 1,200,000	18	Council	Original LRAP	Kevin Byers, Manager Technical Services	Jerona Rd Causeway - REPA Jerona Rd hotspots - NQRP
BrdSC.BLT10	Built	Proposed	QRA - Other	Signage Shelter	Construction of a shelter over the current signage storage area. During a disaster crews are required to collect signage from an open air area and load the vehicles to transport the signs to site. The crews are subject to rain and storm conditions and slippery concrete surface. The erection of a shelter over the area would ensure crew safety. approx 155m2	Health and Wellbeing of crews in dealing with a natural disaster.	Pre-concept/ Feasibility Study	Other - Built	Severe thunderstorm	4 - We continually improve how we prepare for, respond to and recover from disasters		19	Council	Council-identified Priority	James Stewart, DIPES	Identified at pre-event meeting with Supervisors. Design to be completed in-house.
BrdSC.BLT11	Built	Proposed	QRA - Other	Local Disaster Coordination Centre	Explore the opportunity to construct a dedicated Local Disaster Coordination Centre to better enable the Local Disaster Management Group to coordinate a disaster response. Burdekin LDMG currently utilises the Council offices and chambers to conduct LDMG meetings and activities. The rooms are not set up to accommodate a large scale disaster event or to effectively carry out more than one activity at a time.	Design & Construction of the LDCC will allow a coordinated response to disaster events within one central position. It would be equipped to ensure all response services are able to carry out functions to best support the community.	Pre-concept/ Feasibility Study	Emergency Services Facilities	Flooding	4 - We continually improve how we prepare for, respond to and recover from disasters	\$ 2,570,000	20	Council	Original LRAP	Eileen Devescovi, Manager Client Services & LDC	

BrdSC.BLT12	Built	Complete - QRA Administered Funding	QRA - Other	Pound Upgrades	Upgrade Ayr Pound to cater for animals of evacuated residents. Under the Queensland Governments Disaster Management Guidelines, the LDMG are encouraged to consider the welfare of pets and companion animals of evacuees (including assistance animals). Due to hygiene and safety reasons the pets are to be accommodated in an area separate to the evacuees. Assistance animals are required to be accommodated safely at the place of refuge. During the 2019 Monsoon Event it was identified that there were hazards relating to the welfare of companion animals. The pound which is situated in Ayr was not sufficient to house the animals required so the decision to move the animals to a nearby Pet Motel was made. It was identified then that the Pet Motel was not suitable as it was subject to flooding.	Health & Wellbeing of evacuated residents and animals	In delivery	Other - Built	Flooding	4 - We continually improve how we prepare for, respond to and recover from disasters	\$ 125,000	21	Council	Original LRAP	Jude Austin Manager Environmental Services	Design for Pound currently underway
BrdSC.ENV01	Environment	Proposed	QRA - Other	Sustainability & Climate Resilience Policy	Create a sustainability and climate resilience policy for Council	Council contributing to Climate Actions	Pre-concept/ Feasibility Study	Other - Environment	Flooding	1 - We understand the potential disaster risks we face	\$ 10,000	22	Council	Original LRAP	Rebecca Stockdale Senior Governance Officer	Sustainability & Climate Resilience Policies received from other Councils as guide, Reaching out to QCRC for assistance.
BrdSC.HS04	Human and Social	Proposed	QRA - Other	Our Town, Our Future Program	Our Town, Our Future' community wellbeing program is a community-led, council facilitated process aimed at exploring activities and initiatives to help build wellbeing within the community. By continuing to roll out this program, community wellbeing will be further improved which will consequently increase the communities resilience to natural hazards.	Increased understanding of inherent natural hazards to the region. Improve long term planning to better respond to natural hazards.	In delivery	Community Members	Flooding	2 - We work together to better manage disaster risk	\$ 50,000	23	Council	Original LRAP	Eileen Devescovi, Manager Client Services & LDC	
BrdSC.ENV02	Environment	Proposed	Non-QRA	CHAS Integration	Integrate the relevant resilience actions arising from the Burdekin Coastal Hazard Adaptation Strategy. The Qld Government in partnership with the LGAQ is assisting coastal Councils and communities to plan and prepare for storm tide, coastal erosion and rising sea levels resulting from climate change. As part of this work, a Coastal Hazard Adaptation Strategy is being prepared for Burdekin Council which assesses the medium to long term risks of climate change, proposes adaptation measures to mitigate impacts and includes an implementation program. It is anticipated, that relevant mitigation actions will be integrated into this action plan, providing council with a consolidated roadmap for townships exposed to both flood and coastal hazards.	The CHAS makes recommendations as to the mitigation of coastal hazards for key Council assets and communities. Implementation of recommendations will support climate adaptation into the future.	Pre-concept/ Feasibility Study	Other - Environment	Flooding	4 - We continually improve how we prepare for, respond to and recover from disasters	\$ 150,000	24	Council	Original LRAP	Jude Austin Manager Environmental Services	Some recommendations are Council BAU, others require much larger input.

New Projects

Action ID	Line of Resilience	Resilience Project Funding Status	Resilience Project Funding Source	Resilience Project Title	Resilience Project Description/Scope	Current Project Phase	Hazard Addressed	Estimated Project Cost	Priority	Accountable Officer (Internal)	Additional Information
Unique Identifier	Select from the five lines, Must be a single selection.	Current status of the project.	Funding source of project if funded.	Title of project	Detail of Activities within entry	Select from the options, Must be a single selection.	Select from the options, Must be a single selection - if project would address multiple hazards, select hazard that most closely aligns with the project.	Round Cost estimate - whole number only (inclusive of project management and contingency costs)	Number Council priorities from 1 (highest) onwards	Name and position of the internal project owner should the project be funded.	Free text field to add any additional comments or context for each line item as required.
BrdSC.BLT01	Built	Proposed	QRRRP	LIDAR	Development of LIDAR database	Pre-concept/ Feasibility Study	Flooding	\$ 200,000	1	James Stewart; DIPES	Potential inaccuracies in current flood communications due to the age of the current data.
BrdSC.RTI01	Roads and Transport	Proposed	QRA - Other	Plantation Park Bruce Highway Crossing	Construction of a raised culvert crossing across Plantation Creek on the Bruce Highway.	Pre-concept/ Feasibility Study	Flooding	\$ 50,000,000	2	James Stewart; DIPES	
BrdSC.BLT13a	Built	Proposed	QRA - Other	Brandon to Kanaka Drain Upgrades	Investigation and study of Kanaka Drain improvements to gauge impacts upstream and downstream.	Pre-concept/ Feasibility Study	Flooding	\$ 500,000.00	3a	James Stewart DIPES	Identified at Workshop 7/4/26
BrdSC.BLT13b	Built	Proposed	QRA - Other	Brandon to Kanaka Drain Upgrades	Upgrades including the widening of the drain, grades to be improved, culverts at crossings to be reviewed and replaced as required.	Pre-concept/ Feasibility Study	Flooding	\$ 2,000,000.00	3b	James Stewart DIPES	Identified at Workshop 7/4/27
BrdSC.BLT02a	Built	Proposed	QRRRP	Drainage & Stormwater Network Upgrades	Installing additional drainage infrastructure. - Brandon	Design	Flooding	\$ 500,000	4a	Kevin Byers, Manager Technical Services	Affected residents of Brandon met with Mayor and CEO to discuss issues identified after 2025 event.
BrdSC.BLT02b	Built	Proposed	QRRRP	Drainage & Stormwater Network Upgrades	Installing additional drainage infrastructure. - Ayr - Chippendale, Cox, Ross, Philip, Ray & Gibson Streets; Town Drain area	Design	Flooding	\$ 500,000	4b	Kevin Byers, Manager Technical Services	Local Town Drain Study is guiding designs to upgrade the stormwater network in Ayr.
BrdSC.BLT02c	Built	Proposed	QRRRP	Drainage & Stormwater Network Upgrades	Installing additional drainage infrastructure. - Home Hill - Corner of Tenth and Third Avenue; Sixth Street, Second Street (between Eighth and Ninth Avenue)	Design	Flooding	\$ 500,000	4c	Kevin Byers, Manager Technical Services	Identified by Flooding impacts in rain events
BrdSC.BLT02d	Built	Proposed	QRRRP	Drainage & Stormwater Network Upgrades	Installing additional drainage infrastructure. - South Ayr - Tamarind Estate, Drysdale, Robert, Albert, Woods Streets.	Design	Flooding	\$ 500,000	4d	Kevin Byers, Manager Technical Services	Identified by Flooding impacts in rain events
BrdSC.BLT03	Built	QRA Funded	QRA - Other	Flood modelling and Mitigation	Undertake flood mapping exercises to better identify areas of potential impact for planning purposes. Localised flash flooding. Information gathering and awareness of overall situation.	In delivery	Flooding	\$ 300,000	5	Kevin Byers, Manager Technical Services	Regional Flood Study WaterRide training for Technical Services staff.
BrdSC.ENV03	Environment	Proposed	QRA - Other	River Bank Stabilisation	The river bank stabilisation project will improve flood resilience, protect critical infrastructure, restore riparian habitat, and enable waterways to adapt to changes in flow while reducing long-term maintenance costs and risks to the community.	Pre-concept/ Feasibility Study	Flooding		6	James Stewart DIPES	Identified at Workshop 7/4/26. BSRIT Erosion Remediation Sites Assessment prepared March 2025, outlining areas and scope for remediation along the Burdekin and Haughton

				River Bank Stabilisation - Haughton River	Corick Plains			\$	65,000.00		Burdekin and Haughton Rivers.
					Franovich			\$	145,000.00		
					Lyons			\$	20,000.00		
					Towns Upstream			\$	200,000.00		
					Cross/MHPF Upstream			\$	35,000.00		
					MHPF Upstream 2			\$	46,000.00		
					Huston			\$	330,000.00		
					Sheehans			\$	100,000.00		
					Davco/Coles			\$	105,000.00		
					Ironbark Ck Downstream			\$	380,000.00		
					Lashmar			\$	670,000.00		
					Pappalardo			\$	64,000.00		
					Invicta Mill/Giru Town			\$	64,000.00		
					Aspinall			\$	1,475,000.00		
					Woods Pastoral 1			\$	280,000.00		
					Woods Pastoral 2			\$	1,050,000.00		
					Mulgrave Road			\$	2,760,000.00		
					Dal Santo Clare Aerodromw			\$	425,000.00		
					Haselton			\$	775,000.00		
					Langdon			\$	2,025,000.00		
				Marano's Break			\$	255,000.00			
				Todd's Break			\$	1,020,000.00			
				Borman							
				Murray			\$	7,600,000.00			
				Finlay							
				Lardelle			\$	3,040,000.00			
				Sgroi			\$	2,210,000.00			
				Spyrou			\$	890,000.00			
				Blues Corner			\$	230,000.00			
				Halls Island			\$	1,140,000.00			
				Jones' Dam			\$	510,000.00			
BrdSC.RTI02a	Roads and Transport	Partially QRA Funded	DRFA	Road Network Hotspots	Betterment and construction of roads to mitigate flooding impacts - Barratt Rd, Conlan St; Lyons Rd; Reed Beds Rd; Inkerman Station Rd; Lochinvar Rd	Design	Flooding	\$	5,000,000	7a	Kevin Byers, Manager Technical Services Jerona Rd funding under NQRP for hotspots, Bahr Rd multiple REPA repairs, Barratt, Lyons and Conlan Project Plans & designs being developed.
BrdSC.RTI02b					Betterment and construction of roads to mitigate flooding impacts - Jerona Rd; Wunjunga Rd; Bahr Rd; Old Wharf Rd; Peggy Bog Rd; Phillips Camp Rd; Hodder Rd; Charlie Hill Rd	Pre-concept/ Feasibility Study			7b		
BrdSC.RTI02c					Betterment and construction of roads to mitigate flooding impacts - Giddy Road - Giddy Road crossing of Plantation Creek being upgraded to a bridge.	Pre-concept/ Feasibility Study			7c		
BrdSC.BLT04	Built	Proposed	QRRRP	Mobile Generators	Purchase of mobile generators Sites identified as requiring generators; - Mt Kelly Break Tank - Home Hill Sewerage Treatment Plant - Kirknie Landfill	Delivery Ready	Flooding	\$	225,000	8	Kevin Byers, Manager Technical Services Last sites that require back up generators
BrdSC.BLT05	Built	Proposed	QRA - Other	Flooded Roads Warning Infrastructure	Installation of Flood Warning Infrastructure (Camera and radar) at - Fiveways, Brandon - Jerona causeway - Ayr Ravenswood Rd - Scotts Creek Other potential locations include: Ivory Road, Old Clare Road.	In delivery	Flooding	\$	330,000	9	Kevin Byers, Manager Technical Services Barratta Ck at Allen Rd and Barratta Rd and Anabranche Bridge completed under QRRRF. Fiveways, Jerona and Scotts Creek identified for next round.
BrdSC.BLT06	Built	Proposed	QRA - Other	Flood Classifications	Review flood classifications across the region. Consider the recommendations outlined by the flood classifications report undertaken by Water Technology to determine if any classifications need to be amended.	Pre-concept/ Feasibility Study	Flooding	\$	50,000	10	Kevin Byers, Manager Technical Services

BrdSC.HS01	Human and Social	Proposed	QRA - Other	Telecommunications equipment	Purchase of equipment such as Charging Towers, Arni Boxes and additional equipment for the Place of Refuge.	Pre-concept/ Feasibility Study	Flooding	\$ 150,000	11	Eileen Devescovi, Manager Client Services & LDC	
BrdSC.BLT07	Built	Proposed	QRRRP	Building Structural Audit	Undertake a structural audit of essential Council owned and operated buildings for compliance with severe storm, flood and cyclone rating requirements with consideration to heatwave. Undertake a structural audit of essential Council owned and operated buildings for access for people with disabilities. Undertake a structural audit of essential Council owned and operated buildings for exposure to earthquake damage and compliance with the National Construction Code and QBCC	Pre-concept/ Feasibility Study	Flooding		12	Keith Lewty Facilities Management Coordinator	Initial audit to be undertaken so costs are unknown at this stage. Hazards addressed include Tropical Cyclone, Flooding, Earthquake.
BrdSC.RTI03	Roads and Transport	Proposed	QRRRP	Giru Helipad	Upgrades to the access and Helipad at Giru township. Raise the helipad and formalise the border Open fence at northern side of the park to allow traffic from northern side of the site.	Pre-concept/ Feasibility Study	Flooding	\$ 50,000	13	James Stewart; DIPES	Identified by the local community that better access is required. Recommendations taken to Council workshop 17/6/25. Project Plan, Costings and designs to be produced.
BrdSC.BLT08	Built	Non-QRA Funded	Non-QRA	Solar Installations	Installation of Solar Systems at key Council Infrastructure. Solar System audit to be conducted first to see where infrastructure is, electricity investigation to see where most electricity is being used - targeted approach.	In delivery	Tropical Cylone	\$ 200,000	14	Jude Austin Manager Environmental Services	Funding sourced for 6 Solar Systems on Council owned buildings under Reef Guardian Program
BrdSC.HS02	Human and Social	Partially QRA Funded	QRRRP	Digital Noticeboards	Installation of Digital Noticeboard at Brandon for use in Natural Disasters.	In delivery	Flooding	\$ 100,000	15	Eileen Devescovi, Manager Client Services & LDC	Home Hill, Giru & Ayr have been completed, 6 x Mobile VMB available. Have identified Brandon as the final location.
BrdSC.HS03	Human and Social	Proposed	QRA - Other	Further Flood Modelling Barratta catchment	Explore opportunities for further flood modelling of the Barratta sub-catchment and its interplay with adjoining sub-catchments. Explore opportunities for further flood resilience for Giru stemming from the Barratta sub-catchment flood study. <i>Consider the recommendations and actions from the Barratta sub-catchment flood study.</i>	Pre-concept/ Feasibility Study	Flooding	\$ 150,000	16	Kevin Byers, Manager Technical Services	Recommendations from previous study should be investigated.
BrdSC.RTI04	Roads and Transport	Proposed	QRRRP	Rita Island Helipad	Explore the opportunity for a helipad on Rita Island.	Pre-concept/ Feasibility Study	Flooding	\$ 50,000	17	Kevin Byers, Manager Technical Services	During 2025, resupply and Ergon helicopters landed on a suitable road with no powerlines. The road may require an upgrade to widen for larger emergency helicopters

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BrdSC.BLT09	Built	QRA Funded	QRA - Other	Jerona Flood Mitigation	Explore opportunities for further flood resilience for Jerona stemming from the Barratta sub-catchment flood study. <i>Consider the recommendations and actions from the Barratta sub-catchment flood study.</i>	Pre-concept/ Feasibility Study	Flooding	\$ 1,200,000	18	Kevin Byers, Manager Technical Services	Jerona Rd Causeway - REPA Jerona Rd hotspots - NQRP
BrdSC.BLT10	Built	Proposed	QRA - Other	Signage Shelter	Construction of a shelter over the current signage storage area. approx 155m2	Pre-concept/ Feasibility Study	Severe thunderstorm	\$ 50,000	19	James Stewart; DIPES	Identified at pre-event meeting with Supervisors. Design to be completed in-house.
BrdSC.BLT11	Built	Proposed	QRA - Other	Local Disaster Coordination Centre	Construction of a dedicated Local Disaster Coordination Centre.	Pre-concept/ Feasibility Study	Flooding	\$ 2,570,000	20	Eileen Devescovi, Manager Client Services & LDC	
BrdSC.BLT12	Built	Complete - QRA Administered Funding	QRA - Other	Pound Upgrades	Upgrade Ayr Pound to cater for animals of evacuated residents.	In delivery	Flooding	\$ 125,000	21	Jude Austin Manager Environmental Services	Design for Pound currently underway
BrdSC.ENV01	Environment	Proposed	QRA - Other	Sustainability & Climate Resilience Policy	Create a sustainability and climate resilience policy for Council	Pre-concept/ Feasibility Study	Flooding	\$ 10,000	22	Rebecca Stockdale Senior Governance Officer	Sustainability & Climate Resilience Policies received from other Councils as guide, Reaching out to QCRC for assistance.
BrdSC.HS04	Human and Social	Proposed	QRA - Other	Our Town, Our Future Program	Our Town, Our Future' community wellbeing program is a community-led, council facilitated process aimed at exploring activities and initiatives to help build wellbeing within the community.	In delivery	Flooding	\$ 50,000	23	Eileen Devescovi, Manager Client Services & LDC	
BrdSC.ENV02	Environment	Proposed	Non-QRA	CHAS Integration	Integrate the relevant resilience actions arising from the Burdekin Coastal Hazard Adaptation Strategy.	Pre-concept/ Feasibility Study	Flooding	\$ 150,000	24	Jude Austin Manager Environmental Services	Some recommendations are Council BAU, others require much larger input.

New Projects

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Action ID	Line of Resilience	Resilience Project Funding Status	Resilience Project Funding Source	Resilience Project Title
Unique Identifier	Select from the five lines, Must be a single selection.	Current status of the project.	Funding source of project if funded.	Title of project
BSC.BU01	Built	Proposed	Nil	Town stormwater upgrade for Thargomindah

Resilience Project Description/Scope

High level description and outline of the proposed project and scope (1-2 paragraphs for each project)

Project Scope

The project will focus on upgrading and enhancing the stormwater drainage network within Thargomindah to improve capacity, reliability, and resilience. Works will address existing deficiencies in the system, ensuring effective water flow and reducing risks of road closures, infrastructure damage, and community disruption during intense storm events.

Project Description

Thargomindah's current stormwater drainage system is experiencing significant challenges due to more frequent and intense rainfall events. The compromised network is unable to adequately drain water, leading to flooding, road access issues, and damage to local infrastructure. This project will deliver critical stormwater upgrades to strengthen the town's resilience, safeguard public safety, and ensure essential transport and service connections remain accessible during severe weather events.

Resilience Project Outcomes	Current Project Phase	Project Focus Area
List potential resilience outcomes and benefits if the project was supported	Select from the options, Must be a single selection.	Select most relevant option. Must be a single selection.

Reduced Flooding: Protects homes, businesses, and infrastructure from storm impacts.
 Improved Road Access: Ensures safer, reliable transport during heavy rainfall.
 Lower Maintenance Costs: Extends the lifespan of roads and infrastructure.
 Enhanced Safety: Reduces risks to residents during extreme weather events.
 Environmental Protection: Minimises erosion and safeguards local ecosystems.

Delivery Ready

Water Network

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Hazard Addressed	Primary QSDR Objective linkage	Estimated Project Cost	Priority
<p>Select from the options, Must be a single selection - if project would address multiple hazards, select hazard that most closely aligns with the project.</p>	<p>Select from the five lines, Must be a single selection.</p>	<p>Round Cost estimate - whole number only (inclusive of project management and contingency costs)</p>	<p>Number Council priorities from 1 (highest) onwards</p>
<p>Flooding</p>	<p>3 - We seek new opportunities to reduce disaster risk</p>	<p>\$ 300,000</p>	<p>1</p>

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Project Responsibility	Project Origin	Accountable Officer (Internal)	Additional Information
Responsibility for delivering the project	How was this project originally identified?	Name and position of the internal project owner should the project be funded.	Free text field to add any additional comments or context for each line item as required.
Council	Original LRAP	John Smith, Infrastructure Director	Nil.

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Reference Table		
Council	DDMG	Regional Organisation of Councils
Line of Resilience	Project Status	QSDR Objectives
Human and Social	Pre-concept/ Feasibility Study	1 - We understand the potential disaster risks we face
Economic	Design	2 - We work together to better manage disaster risk
Environment	Delivery Ready	3 - We seek new opportunities to reduce disaster risk
Built	In delivery	4 - We continually improve how we prepare for, respond to and recover from disasters
Roads and Transport	Complete	

Project Focus Area		
Human and Social	Economic	Environment
Community Members	Primary Producers	Parks and Recreation
Community Visitors	Small Businesses	State Land Access Tracks and Fire Trails Breaks
Education	Medium-Large Businesses	Nature Refuge
Community Connections Sporting Clubs Service Organisations (NFPs NGOs etc) Community Centres and Places Community Groups and Networks Health Services	Tourism Natural Resources Economic Development Other - Economic	Protected Marine Areas Coastline Heritage and Cultural Buildings and Places Water Catchments Riparian Streambank Erosion Flora Habitat

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Nursing Homes	Non Domestic Animal Welfare and Displaced Wildlife
Aged Care Facilities	Mining Industrial Operation Releases
Government Services	Waste Management Site
Animal Welfare	Public Parks Walking Trails and Open Spaces
Other - Human and Social	Other - Environment

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Resilience Region	State Disaster Risk Report Region	Date of Last Endorsement
Hazard	Priority	Project Responsibility
Tropical Cyclone	Critical	Council
Flooding	High	State Agency
Severe thunderstorm	Medium	Other
Heatwave	Low	
Bushfire		
Earthquake		
Tsunami		
Pandemic		
Biosecurity emergency		

Built

Water Network

Power Network

Sewerage Network
Telecommunications
Network
Gas Network

Education Facilities

Health Facilities

Aged Care Facilities
Nursing Homes

Roads and Transport

Roads - Highways

Roads - State Roads

Roads - Local Roads

Bridges
Culverts

Road Furniture

Tunnels

Bikelanes
Pedestrian Bridges

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Courts	Airports
Correctional Facilities	Airstrips
Emergency Services Facilities	Helipads
Other State Owned Assets	Railway Lines - Passenger
Flood Warning Infrastructure	Railway Lines - Freight
Flood Resilience Infrastructure	Maritime Ports
Sport and Recreation Assets	Public Transport
Community and Recreational Assets	Coaches
Other - Built	Other - Roads and Transport

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Project Funding Status	Project Funding Source
Proposed	DRFA
QRA Funded	DRF
Partially QRA Funded	QRRRP
Non-QRA Funded	Efficiencies Programs
Complete - QRA Administered Funding	QRA - Other
Complete - Non-QRA Administered Funding	Non-QRA
Removed	Nil

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Project Origin
Unfunded via previous funding
Original LRAP
Council-identified Priority
Event Specific Local Recovery and Resilience Plan
Queensland Disaster Risk Mitigation (QDRM) Tool
REDI Map
Other

Reference Table

Council
Burdekin Shire Council
Date of Last Endorsement

DDMG
Townsville District

Regional Organisation of Councils
North Queensland Regional Organisation of Councils (NQROC)
Date of Last Draft Update
2-Feb-26

Resilience Region

Line of Resilience	Project Status	QSDR Objectives	Hazard
Human and Social	Pre-concept/Feasibility Study	1 - We understand the potential disaster risks we face	Tropical Cyclone
Economic	Design	2 - We work together to better manage disaster risk	Flooding
Environment	Delivery Ready	3 - We seek new opportunities to reduce disaster risk	Severe thunderstorm
Built	In delivery	4 - We continually improve how we prepare for, respond to and recover from disasters	Heatwave
Roads and Transport	Complete		Bushfire
			Earthquake
			Tsunami
			Pandemic
			Biosecurity emergency

Project Responsibility	Project Type	Project Funding Status	Project Funding Source
Council	Planning	Proposed	DRFA
State Agency	Delivery	QRA Funded	DRF
Other		Partially QRA Funded	QRRRP
		Non-QRA Funded	Efficiencies Programs
		Complete - QRA Administered Funding	QRA - Other
		Complete - Non-QRA Administered Funding	Non-QRA
		Removed	Nil

Project Focus Area			
Human and Social	Economic	Environment	Built
Community Members	Primary Producers	Parks and Recreation	Water Network
Community Visitors	Small Businesses	State Land Access Tracks and Fire Trails Breaks	Power Network
Education	Medium-Large Businesses	Nature Refuge	Sewerage Network
Community Connections	Tourism	Protected Marine Areas	Telecommunications Network
Sporting Clubs	Natural Resources	Coastline	Gas Network
Service Organisations (NFPs NGOs etc)	Economic Development	Heritage and Cultural Buildings and Places	Education Facilities
Community Centres and Places	Other - Economic	Water Catchments	Health Facilities
Community Groups and Networks		Riparian Streambank Erosion	Aged Care Facilities
Health Services		Flora Habitat	Nursing Homes
Nursing Homes		Non Domestic Animal Welfare and Displaced Wildlife	Courts
Aged Care Facilities		Mining Industrial Operation Releases	Correctional Facilities
Government Services		Waste Management Site	Emergency Services Facilities
Animal Welfare		Public Parks Walking Trails and Open Spaces	Other State Owned Assets
Other - Human and Social		Other - Environment	Flood Warning Infrastructure
			Flood Resilience Infrastructure
			Sport and Recreation Assets
			Community and Recreational Assets
			Other - Built

State Disaster Risk Report Region

Priority
Critical
High
Medium
Low

Project Origin
Unfunded via previous funding
Original LRAP
Council-identified Priority
Event Specific Local Recovery and Resilience Plan
Queensland Disaster Risk Mitigation (QDRM) Tool
REDI Map
Other

Roads and Transport
Roads - Highways
Roads - State Roads
Roads - Local Roads
Bridges
Culverts
Road Furniture
Tunnels
Bikelanes
Pedestrian Bridges
Airports
Airstrips
Helipads
Railway Lines - Passenger
Railway Lines - Freight
Maritime Ports
Public Transport
Coaches
Other - Roads and Transport

WATER AND WASTEWATER

7.6.1. TBSC/26/007 - Sewer Relining Works

File Reference: 768

Report Author: Julian Tickle, Water and Wastewater

Authoriser: James Stewart, Director Infrastructure Planning and Environmental Services

Meeting Date: 23 June 2026

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.

Executive Summary

This report to council is intended to seek formal approval for the awarding of Contract TBSC/26/007 for the Sewer Relining Works program, ensuring compliance with Local Government regulations and Council's procurement policy.

This infrastructure renewal is required as part of the 2026/2027 Capital Works Program to maintain the structural integrity of the Shire's wastewater network, extend the operational life of these critical community assets, and prevent an expensive, highly intrusive replacement program in the future. Following a comprehensive market approach via Vendor Panel Marketplace procurement platform, 59 sets of tender documents were requested, resulting in submissions from two (2) distinct specialised firms located in Cairns and Victoria.

Officer's Recommendation

That Council:

1. awards Contract TBSC/26/007 for the Sewer Relining Works to South West Pipe Relining Pty Ltd for steam-cured-in-place pipe (CIPP) relining for the amount of \$773,105.35 (excluding GST); and
2. delegates authority under s257(1)b of the *Local Government Act 2009* to the Chief Executive Officer to negotiate, finalise and execute any and all matters related to the execution of Contract TBSC/26/007.

Background

The procurement process for Contract TBSC/26/007 was initiated following Council's formal approval on 14 April 2026 to advance selected high-priority projects within the 2026/2027 Capital Budget. As a core component of this capital works program, the sewer relining initiative targets critical areas of the Shire's wastewater network to proactively combat infrastructure aging and structural wear. By deploying advanced trenchless relining technologies, Council aims to systematically restore the structural integrity of underground mains without the need for extensive, disruptive excavation.

This strategic intervention directly aligns with the objectives of the Burdekin Shire Council Corporate Plan 2025-2030, which emphasizes improving network reliability, enhancing operational efficiency, and optimising the whole-of-life value of community assets. Executing these renewals in accordance with the Council's Procurement Policy 2025/2026 ensures a transparent, competitive process that safeguards public funds while mitigating the severe operational and financial risks associated with localised network failures.

Consultation

Tenders for the above project closed on 25 May 2026 2:00pm and were advertised via Council's website, Council's Facebook page, and VendorPanel Marketplace, commencing 23 April 2026.

A pre-tender meeting for prospective tenderers was held at Pump Station No. 9, Ayr, on 13 May 2026 1:30pm. The purpose of the meeting was to provide an overview of the project and allow prospective tenderers to ask questions. No representatives attended the meeting, which was not compulsory.

Three (3) tender submissions were received, as detailed below.

Tenderer	Conforming Price (excluding GST)	Non-Conforming (excluding GST)	Comments	Evaluation Criteria Average Ranking
Southwest Pipe Relining Pty Ltd	\$773,105.35		Steamed - CIPP Fibreglass liners	8.525
Relining Solutions	REDACTED		Fold & Foam PVC liners. Not a fibreglass CIPP liner	7.65
Southwest Pipe Relining Pty Ltd	REDACTED		UV - CIPP Fibreglass liners	6.95

South West Pipe Relining Pty Ltd submitted a tender proposing the use of a fibreglass liner, cured in place using either steam or ultraviolet (UV) light. If successful, the company will provide Registered Professional Engineer of Queensland (RPEQ) certification for the installed liners.

Relining Solutions submitted a tender proposing the use of a steam-cured, in-place polyvinyl chloride (PVC) liner. If successful, the company will provide RPEQ certification for the liner.

Budget & Resource Implications

Council has a 2026/2027 budget allocation of \$1,000,000.00 (excluding GST) for the works.

Legal Authority & Implications

Local Government Regulations 2012, Chapter 6 Contracting.

Division 2: Entering into particular contracts.

Section 226: Large-sized contractual arrangement.

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; and
- benefit to Council of associated local commercial transaction.

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
- the Local Government must take all reasonable steps to publish the invitation for tenders or invitation for expressions of interest in another way to notify the public about the tender process; 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 Council's network leading to an expensive and highly intrusive replacement program.

Attachments

None