

Ordinary Meeting Agenda

PUBLIC

To be held at McKinlay Shire Council, Boardroom
29 Burke Street, Julia Creek, Queensland 4823

Tuesday 20 July 2021, 9:00am

Notice is hereby given that an Ordinary Meeting will be held at the Council Chambers,
Civic Centre, Julia Creek on 20 July 2021 at 9:00am.

ORDER OF BUSINESS

1. Opening	2
2. Attendance	2
2.1 Appointment	2
3. Declaration of Conflict of Interest	2
4.1 Confirmation of minutes of Ordinary Meeting on 15 June 2021	3
4.2 Business Arising out of minutes of previous Meeting	14
<u>5. ENGINEERING REPORT</u>	
5.1 Engineering Work Monthly Report	16
<u>6. ENVIRONMENTAL & REGULATORY SERVICES REPORT</u>	
6.1 Environmental & Regulatory Services Monthly Report	22
6.2 Development Application 2020-21_27 – Etta Plains Holdings Pty Ltd c/ - Epic Environmental	33
<u>7. COMMUNITY SERVICES REPORT</u>	
7.1 Community Services Monthly Report	40
7.2 Community Sponsorship Request - Sedan Dip Sports and Recreation Inc	49
7.3 Community Donation Request – Scripture Union Queensland	50
7.4 Community Donation Request – Julia Creek Primary P&C Association	52
<u>8. CORPORATE SERVICES REPORT</u>	
8.1 Corporate Services Report	54
8.2 Debt Policy Review 2021/2022	63
8.3 Investment Policy Review 2021/2022	64
8.4 Procurement Policy Review 2021-2022	65
8.5 Fees and Charges Schedule 2021-2022	66
8.6 Revenue Statement Review 2021/2022	67
8.7 2021/2022 Budget and Rating	69
8.8 Operational Plan 2021/2022	77
<u>9. CHIEF EXECUTIVE OFFICERS REPORT</u>	
9.1 Chief Executive Officers Report	79
<u>10. WORKPLACE HEALTH AND SAFETY</u>	
10.1 Workplace Health and Safety Report	120
10.2 WHS Management Plan – Quarterly Action Plan	129
<u>11. CLOSE</u>	

1. OPENING BUSINESS

All Councillors having signed the Attendance Book, the Mayor declared the meeting open.

2. ATTENDANCE

Mayor: Cr. P Curr

Members: Cr. J Fegan, Cr. S Royes, Cr. J Lynch, Cr. T Pratt

Staff:

Chief Executive Officer, Mr. John Kelly

Executive Assistant, Mrs Grace Armstrong

Director of Corporate and Community Services, Ms. Tenneil Cody

Director of Engineering, Environment and Regulatory Services, Mr. Cameron Scott

Other people in attendance:

Apologies:

2.1 APPOINTMENT

Nil

3. DECLARATION OF CONFLICT OF INTEREST

Nil

4. CONFIRMATION OF MINUTES

That the Minutes of the Ordinary Meeting 15 June 2021 be confirmed.



MCKINLAY SHIRE COUNCIL

UNCONFIRMED MINUTES

OF THE

ORDINARY MEETING OF COUNCIL

HELD AT THE

BOARDROOM, CIVIC CENTRE
JULIA CREEK

15th June 2021

ORDER OF BUSINESS

1. Opening
2. Attendance
- 2.1 Appointment
3. Declaration of Conflict of Interest
- 4.1 Confirmation of minutes of Ordinary Meeting on 17th May 2021
- 4.2 Business Arising out of minutes of previous Meeting

5. ENGINEERING REPORT

- 5.1 Engineering Work Monthly Report

6. ENVIRONMENTAL & REGULATORY SERVICES REPORT

- 6.1 Environmental & Regulatory Services Monthly Report

7. COMMUNITY SERVICES REPORT

- 7.1 Community Services Monthly Report
- 7.2 Saxby Round-Up Sponsorship Request
- 7.3 LATE - RADF – Flipside Circus July School Holidays
- 7.4 LATE - RADF – TBC

8. CORPORATE SERVICES REPORT

- 8.1 Corporate Services Report
- 8.2 Request to Write Off General Debtor Account
- 8.3 Revenue Policy 2021-2022

9. CHIEF EXECUTIVE OFFICERS REPORT

- 9.1 Chief Executive Officers Report

10. WORKPLACE HEALTH AND SAFETY

- 10.1 Workplace Health and Safety Report

11. CLOSE

1. OPENING BUSINESS ▲

All Councillors having signed the Attendance Book, Mayor Philip Curr declared the meeting open at 9:03am.

2. ATTENDANCE ▲

Mayor: Cr. P Curr

Members: Cr. J Fegan, Cr. T Pratt, Cr. S Royes (teleconference), Cr. J Lynch (teleconference)

Staff:

Chief Executive Officer, Mr. John Kelly

Executive Assistant, Mrs. Grace Armstrong

Director of Corporate & Community Services, Ms. Tenneil Cody

Director of Engineering, Environment and Regulatory Services, Mr. Cameron Scott

Other people in attendance:

Nil

Apologies:

Nil

3. DECLARATION OF CONFLICT OF INTEREST ▲**Declaration of Conflict of Interest for item 7.2**

I, Cr. Philip R. Curr declare that I have a conflict of interest with respect to agenda item 7.2 of the June 2021 Ordinary Meeting (as defined the Local Government Act 2009, section 150EN). The nature of my interest is as follows:

- I am a member of the Saxby Roundup Committee.

The nature of my interest in this matter is that I am a member of the Saxby Roundup Committee and the committee may stand to gain a benefit or a loss depending on the outcome of Council's consideration of this matter. I propose to leave and stay away from the meeting while this matter is discussed and voted on.

4. CONFIRMATION OF MINUTES ▲

Confirmation of Minutes of the Ordinary Meeting of Council held on 17th May 2021.

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 17th May 2021 be confirmed.

Resolution No. 285/2021

The Minutes of the Ordinary Meeting of Council held on 17th May 2021 are confirmed.

Moved Cr. J Fegan

Seconded Cr. T Pratt

CARRIED 5/0

4.2 BUSINESS ARISING FROM PREVIOUS MINUTES ▲

Nil

5. ENGINEERING SERVICES ▲

Attendance – Cr. Shauna Royes and Cr. John Lynch dialled into the meeting via teleconference at 9:20am

5.1 Engineering Works Report

This report outlines the general activities for the Engineering Department for the month of May 2021.

RECOMMENDATION

That Council receives the Engineering Services monthly report for May 2021.

Resolution No. 286/2021

That Council receives the Engineering Services monthly report for May 2021.

Moved Cr. J Fegan

Seconded Cr. T Pratt

CARRIED 5/0

Actions:

- Director of Engineering will check on road maintenance required on Taldora road for approx. 10kms north of the end of the bitumen at Millungera – rough surface with exposed rocks
- Warning signs will be placed on the Bunda road in the loose dirt sections until maintenance can be carried out late July
- An inspection of the Bunda Road will be undertaken in July-August and to also meet and consult with the local landholders on that road.
- Director of Engineering will confer with Dir. Engineering, Carpentaria Shire to discuss processes they followed to secure gravel pits associated with the Iffley road.
- Councillors reiterated concern at the low pad base for the new house at 71 Coyne St.
- Completion of the Kynuna Water tank has been delayed due to staff resource issues. It will be done after the 30th June.
- The CEO reported that Council's application for funding for a new bore at Kynuna utilising the NQR&R grant was looking promising with advice expected within weeks.

6. ENVIRONMENTAL AND REGULATORY SERVICES ▲**6.1 Environmental and Regulatory Services Report**

This report outlines the general activities, revenue and expenditure for the department for the period May 2021.

RECOMMENDATION

That Council receives the May 2021 Environmental and Regulatory Services Report.

Resolution No. 287/2021

Council receives the May 2021 Environmental and Regulatory Services Report.

Moved Cr. S Royes

Seconded Cr. J Lynch

CARRIED 5/0

Attendance – Director of Corporate and Community Services, Tenneil Cody, entered the meeting room at 9:48am.

7. COMMUNITY SERVICES ▲**7.1 Community Services Monthly Report**

Council is presented with the monthly Community Services report, which provides an overview of the operations for the month: May 2021.

RECOMMENDATION

That Council receives the Community Services monthly report for May 2021.

Resolution No. 288/2021

That Council receives the Community Services monthly report for May 2021.

Moved Cr. T Pratt

Seconded Cr. J Fegan

CARRIED 5/0

Actions:

- Staff have issued a purchase order for repairs to the ground lights at the Visitor Information Centre.
- Staff will provide to Cr. Royes a copy of the letter from Department of Education dated 1 June 2021 advising that Council's request to extend the provisions of the Julia Creek school facility to include year 11 and 12 students cannot be supported. This letter had been presented to Briefing on 8th June 2021.

Attendance – Having declared a conflict of interest in item 7.2, Mayor Philip Curr left the meeting room at 9:55am and Deputy Mayor Cr. Janene Fegan assumed the chair.

7.2 Saxby Round-Up Sponsorship Request

Council has received a Community Sponsorship Request from Saxby Round-Up for \$5,000 in-kind support for the provision of the use of a water truck for their event. The Committee has been liaising with Council Engineer prior to submitting their application to find the most suitable solution.

RECOMMENDATION

Council resolves to approve the Community Sponsorship Request for Saxby Round-Up for a total amount up to \$5,000.

Resolution No. 289/2021

Council resolves to approve the Community Sponsorship Request for Saxby Round-Up for a total amount up to \$5,000.

Moved Cr. T Pratt

Seconded Cr. J Lynch

CARRIED 4/0

Attendance – Mayor Philip Curr re-entered the meeting room at 10:03am and reassumed the chair.

7.3 LATE - RADF – Flipside Circus July School Holidays

Council has submitted a Quick Response Application and the committee will be assessing the application prior to the Council meeting and their decision will be provided on the day.

RECOMMENDATION

That Council resolves to support the recommendations made by the RADF Committee to support:

- McKinlay Shire Council Flipside Circus 4-day residency - \$7,700

Resolution No. 290/2021

That Council resolves to support the recommendations made by the RADF Committee to support:

- McKinlay Shire Council Flipside Circus 4-day residency - \$7,700

Moved Cr. P Curr

Seconded Cr. J Fegan

CARRIED 5/0

7.4 LATE - RADF – Quick Response Application Wild Craft Collective

Council has submitted a Quick Response Application and the committee will be assessing the application prior to the Council meeting and their decision will be provided on the day.

RECOMMENDATION

That Council resolves to support the recommendations made by the RADF Committee to support:

- McKinlay Shire Council Wild Craft Collective Workshops - \$4,459.

Resolution No. 291/2021

That Council resolves to support the recommendations made by the RADF Committee to support:

- McKinlay Shire Council Wild Craft Collective Workshops - \$4,459.

Moved Cr. T Pratt

Seconded Cr. S Royes

CARRIED 5/0

8. CORPORATE SERVICES**8.1 Corporate Services Report**

The Corporate Services Report as of May 2021 which summarises the financial performance and position is presented to Council.

RECOMMENDATION

That Council receives the monthly Corporate Services Report for the period ending May 2021.

Resolution No. 292/2021

Council receives the monthly Corporate Services Report for the period ending May 2021.

Moved Cr. J Lynch

Seconded Cr. P Curr

CARRIED 5/0

8.2 Request to Write Off General Debtor Account

Request to Council to write off the outstanding general debtor account of \$1,500.00, as per requirement of debtor policy.

RECOMMENDATION

That Council resolves to write off the outstanding general debt of \$1,500.00 for invoice numbers 23875, 24261 and 24592.

Resolution No. 293/2021

That Council resolves to write off the outstanding general debt of \$1,500.00 for invoice numbers 23875, 24261 and 24592.

Moved Cr. T Pratt

Seconded Cr. J Fegan

CARRIED 5/0

8.3 Revenue Policy Review 2021/2022

In accordance with *Section 193 of the Local Government Regulations 2012*, Council must prepare a revenue policy for each financial year.

The 2021/22 Revenue Policy version 1 has been prepared in accordance with relevant legislation and is presented for Councils consideration.

RECOMMENDATION

That Council adopts the 2021/2022 Revenue Policy Version 1 as presented, with an effective date of 1 July 2021. On adoption, it will revoke all other previous versions of policies titled 'Revenue Policy'.

Resolution No. 294/2021

That Council adopts the 2021/2022 Revenue Policy Version 1 as presented, with an effective date of 1 July 2021. On adoption, it will revoke all other previous versions of policies titled 'Revenue Policy'.

Moved Cr. J Fegan

Seconded Cr. J Lynch

CARRIED 5/0

9. CHIEF EXECUTIVE OFFICER ▲**9.1 CEO Report**

This report provides an update on current matters for the information of Council.

RECOMMENDATION

That Council receive and note the report from the Chief Executive Officer for the period 13th May to 11th June 2021 except where amended or varied by separate resolution of Council.

Resolution No. 295/2021

That Council receives and notes the report from the Chief Executive Officer for the period 13th May to 11th June 2021 except where amended or varied by separate resolution of Council.

Moved Cr. J Fegan

Seconded Cr. T Pratt

CARRIED 5/0

9.1.1 LGAQ 125th Annual Conference & AGM – Mackay Entertainment Centre 25-27 October 2021

Based on this year's theme: "Together", the program is jam-packed with something for everyone:

- Annual General Meeting including debate of motions
- Council showcases
- The Future of Local Government – presented by leading futurist and entrepreneur Ross Dawson
- Keynote address from Bernard Salt AM
- Australian Local Government Association update from the President, Councillor Linda Scott
- Gala Dinner and networking opportunities
- Trade exhibitions

Council's annual membership subscription includes a conference levy, entitling Council to be represented at Conference by two (2) delegates, which is valued at \$3,520.

Call for motions from Councils to be put forward at the Conference for debate and nomination of delegates has been made.

This Conference will recognise the pending retirement of CEO Greg Hallam and introduction of the recently selected replacement CEO Alison Smith.

RECOMMENDATION

Council nominate Crs Tim Pratt, Janene Fegan and John Lynch as delegates to the 125th LGAQ Conference to be held on 25-27 October 2021 and present the following item for debate at the Conference (here insert any proposed motion)

Resolution No. 296/2021

Council nominate Crs Tim Pratt, Janene Fegan and John Lynch as delegates to the 125th LGAQ Conference to be held on 25-27 October 2021

Moved Cr. P Curr

Seconded Cr. S Royes

CARRIED 5/0

9.1.2 Julia Creek Multipurpose Health Service – Community Advice 10th June 2021

As of Monday 14 June, the Julia Creek Hospital will be open and staffed by nurses 24 hours a day, 7 days a week.

RECOMMENDATION

Council note the advice from the Julia Creek Multipurpose Health Service regarding the reopening of the service 24hrs per day, 7 days per week as of 14th June 2021 and appropriate acknowledgement and appreciation be forwarded to the JCMPHS.

Resolution No. 297/2021

Council note the advice from the Julia Creek Multipurpose Health Service regarding the reopening of the service 24hrs per day, 7 days per week as of 14th June 2021 and appropriate acknowledgement and appreciation be forwarded to the JCMPHS.

Moved Cr. J Fegan

Seconded Cr. T Pratt

CARRIED 5/0

9.1.3 Tenders for Prequalified Supplier Arrangements Road Construction & Maintenance AND Wet & Dry Hire of Plant & Equipment

The tender documentation is near ready for issue of Invitations to tender, with the delays to complete brought about by the current high workload on the Works Department.

Because of the pressure on Council staff and contractors to close out the 2019 Flood Damage, complete Betterment works, finalize current TMR works on the Wills Development Road together with Covid-19 Works for Queensland by 30th June 2021, I have not issued the Invitation to Tender to enable the Contractors adequate clear air to respond.

With the current plant hire arrangements due to end on 30th June 2021, Council agreement to extending these to the 30th September 2021 to allow for the tender process and evaluation.

RECOMMENDATION:

Council extends the current plant hire arrangements to 30th September 2021 and staff advise all contractors.

Resolution No. 298/2021

That Council extends the current plant hire arrangements to 30th September 2021 and staff advise all contractors.

Moved Cr. P Curr

Seconded Cr. J Lynch

CARRIED 5/0

9.1.4 Infrastructure Strategy Workshop – Mt Isa 28 May 2021

I represented Council at the Infrastructure Strategy Meeting in Mt Isa 28 May 2021 convened by the Department of State Development, Infrastructure, Local Government and Planning. The forum was a good opportunity to meet Department representatives and participants from other North West Councils and it was important that Council had a seat at the table.

However, by design the meeting targeted high level planning for infrastructure needs in Qld and did not afford the opportunity to put forward specific projects for McKinlay Shire.

Action: For noting

9.1.5 North West & Central West – Flood Warning Devices – Tender Approvals

Tenders were invited by project managers Curry PM

- Tender closed Friday, 4 June.
- Scope – Flood warning infrastructure for 12 councils and 67 assets.

If savings are made QRA will discuss with councils the possibility of additional devices being installed as variations to the contracts.

Assessment & Contracts

- Tender assessment will be undertaken week: 10-11 June.
- The Assessment Panel is:
 - Hari Boppudi (Flinders SC, DoE, Coordinating Council)
 - Michael Eddie (CurryPM, Project Manager)
 - Chris MacGeorge (QIT Plus, Flood Report Author)
 - Gerard Meade (Helix Legal, Probity Auditor)
 - Greg Hoffman (NWQROC) and David Arnold (RAPAD) will oversee the process.
- The Assessment Panel will provide a recommendation report to each CEO by the 14 June.
- Each CEO will approve, either via their delegation or via their council meeting resolution (meeting cycle commencing the week of 14 June).
- Separate contracts between the successful tenderer and each of the 12 councils to be drawn up – Hari Boppudi and Gerard Meade to liaise and finalise, and despatch to councils for signature.

Action: Pending receipt of the tender report anticipated on Monday 14th June, a resolution maybe required from Council to enter into the contract on behalf of McKinlay Shire Council. If required a resolution will be tabled at the ordinary meeting.

RECOMMENDATION:

The Chief Executive Officer be authorized to enter into a contract with the preferred Contractor as recommended by the Tender Assessment Panel to install flood warning devices under the QRA funding arrangements.

Resolution No. 299/2021

Council authorize the Chief Executive Officer to enter into a contract with the preferred Contractor as recommended by the Tender Assessment Panel to install flood warning devices under the QRA funding arrangements, and staff liaise with the Project Managers to obtain more precise details on what devices are being installed in which locations and report back to future Council Meeting on any ongoing maintenance arrangements..

Moved Cr. T Pratt

Seconded Cr. S Royes

CARRIED 5/0

9.1.6 Report on the Western Queensland Alliance of Councils conference held at Richmond

A verbal report was provided to the Ordinary Meeting by the CEO.

Action: For noting

9.1.7 Extensions to the Livestock Transit Centre and Construction of a New Dip

Correspondence has been received from the Director General TMR Mr Neil Scales dated 3 June 2021 advising that:

I was pleased to visit McKinlay Shire in March 2021 and discuss some of the matters in your local community.

With regards to the proposed infrastructure works at the transit centre, the Department of Transport and Main

Roads (TMR) is pleased to commit funds towards the cost of installing new livestock dip and extending the cattle yards at this site. I trust this commitment will enable MSC to recommence the procurement process, with a view to progressing the project to construction.

I note MSC is seeking advice about access from the transit centre to the Mount Isa rail line and about plans for the existing livestock dip at the transit centre. TMR is willing to hold the matter until MSC can clarify these matters.

On 8th June 2021 Aurizon advised that they are still awaiting the outcome of the livestock haulage tenders on the Mt Isa Townsville line and are not yet in a position to discuss possible leasing of their land adjoining Council's yards, nor the future of the Dip on their land.

It would be timely for Council to consider the way forward in August with or without the adjoining land issue and old dip matters sorted as the project could proceed independently of these matters.

RECOMMENDATION:

- a. The Director General of TMR Mr Neil Scales be thanked for his funding offer of 3rd June 2021 for a new dip construction and extension of yards at the Livestock Transit Centre
- b. Staff continue to liaise with Aurizon regarding the possibility of leasing their adjoining land and with DAF regarding resolution of the future of the old dip, and
- c. Staff list the matter for discussion at the August meeting of Council.

Resolution No. 300/2021

- a. The Director General of TMR Mr Neil Scales be thanked for his funding offer of 3rd June 2021 for a new dip construction and extension of yards at the Livestock Transit Centre
- b. Staff continue to liaise with Aurizon regarding the possibility of leasing their adjoining land and with DAF regarding resolution of the future of the old dip, and
- c. Staff list the matter for discussion at the August meeting of Council.

Moved Cr. T Pratt

Seconded Cr. J Fegan

CARRIED 5/0

10. WORKPLACE HEALTH AND SAFETY ▲

10.1 Workplace Health and Safety

This report outlines the general status of Work Health and Safety at McKinlay Shire Council for the period of May 2021.

RECOMMENDATION

That Council receives the May 2021 Work Health and Safety Report.

Resolution No. 301/2021

That Council receives the May 2021 Work Health and Safety Report.

Moved Cr. S Royes

Seconded Cr. P Curr

CARRIED 5/0

General Business – Councillor Requests

Cr. J Fegan – Will speak to NWHHS regarding promotion of our Shire to encourage medical staff to apply.

Cr. J Fegan – Advised that the Administrator and Acting CEO for NWHHS would like to meet with available Councillors and senior staff at 10.00a.m. Tuesday 22nd June 2021 for a meet and greet.

Cr T Pratt – Staff will bring forward draft guidelines for the potential establishment of a Community Roads Advisory group.

11. CLOSURE OF MEETING



The Chair of the meeting Mayor Philip Curr declared the meeting closed at 11:45am.

UNCONFIRMED

4.2 BUSINESS ARISING OUT OF MINUTES FROM PREVIOUS MEETING

Nil



5.0 ENGINEERING SERVICES



Ordinary Meeting of Council Tuesday 20 July 2021

5.1 Subject: Engineering Services Monthly Report June 2021
Attachments: Nil
Author: Engineering Services Department
Date: 20 June 2021

Executive Summary:

This report outlines the general activities for the Engineering Department for the month of June 2021.

Recommendation:

That Council receives the Engineering Services monthly report for June 2021.

Background:

This report outlines the general activities of the department for the month of June 2021 and also provides an update on projects.

RMPC

	Actual	Budget
1610 RMPC Works	\$1,051,348	\$1,428,000
<ul style="list-style-type: none">• Pothole Patching• Sign replacement• Guide post replacement• Cleaning and maintenance of culverts• Removal of dead animals		

Cannington Road

	Actual	Budget
1630 Cannington Road Works	\$348,784	\$420,000
<ul style="list-style-type: none">• Routine maintenance• Removal of dead animals.• Pothole patching.• Sign repairs• Stabilising and Resealing		

Roads Maintenance

	Actual	Budget
1100 Repairs & Maintenance Shire Roads	\$583,196	\$1,200,000
<ul style="list-style-type: none">• Pot hole patching various roads• Sign repairs• Guide posts• Maintenance grade Nelia Bunda Rd• Cleaning of town streets		



Ordinary Meeting of Council Tuesday 20 July 2021

Water and Sewerage

	Actual	Budget
1800 Operational Costs – Julia Creek Water	\$182,985	\$190,000

- Hose tap Replaced in Kindy Bathroom.
- Remove Damaged Equipment at under body Truck Wash.
- Lions Park Bore has been brought online. Systems operating well at this point, will continue monitoring.
- Change meter coming off bore pump at Water Tower.
- Inspect check valve for main pool pump due to issues, valve still in good condition.
- Change sink mixer due to leak, fix toilet in ensuite at 18 Shaw Street (Doctors house)
- Leak from cooling tank at 5 Coyne Street due to float valve weeping, installed ball valve for when not occupied, new float valve ordered.
- Sump pit for main wash-down bay overflowing redirected to smaller holding pond.

McIntyre Park:

- Performed routine checks.

	Actual	Budget
1810 Operational Costs – McKinlay Water	\$24,615	\$16,500

- Routine monitoring
- Broken hand pump in the disabled toilet at the Truck stop, fixed
- Blocked dump point at the McKinlay Truck stop.

	Actual	Budget
1820 Operational Costs – Kynuna Water	\$58,189	\$74,000

- Routine monitoring
- Replace filters, ongoing checks.

	Actual	Budget
1830 Operational costs – Nelia Water	\$4,476	\$7,500

- Routine monitoring

	Actual	Budget
1900 Operational Costs – Julia Creek Sewerage	\$175,381	\$210,000

Workshop

	Actual	Budget
1510 Repairs and Maintenance - Plant & Vehicles	\$1,156,995	\$1,245,000



Ordinary Meeting of Council Tuesday 20 July 2021

- Ongoing repairs and maintenance to Council vehicles plant equipment.
- Julia creek Work camp has provided the workshop with 1 staff member for 2 weeks of each month, helping with any duties required.
- Electrical issues with plant number 748 resolved.

Parks and Gardens

	Actual	Budget
2700 Parks & Gardens and Amenities – Operations	\$617,264	\$770,000

- Mowing and whipper snipping parks and town streets.
- Cleaning of public toilets.
- Collection of rubbish.
- Maintenance to garden beds Burke St.

Airport

	Actual	Budget
1300 Airport Operational Costs	\$131,860	\$150,000

- Serviceability Inspections of the facility are undertaken 3 days per week as required for RPT services.
- Work camp mowed and whippersnipped along runway strip
- Geofab and new rock was laid on all 3 windsocks
- The 2021 Technical and Lighting Inspection was conducted on the Aerodrome. Council received good verbal feedback on the facility. A full report is being prepared and is expected to be received by the middle of July.
- Gravel pad was prepared for helicopter pad
- Dangerous Goods Container was purchased and placed airside for storage of emergency fuel
- 6000lt Avgas Fuel Pod was purchased. Delivery has been delayed, the pod is expected to be delivered week commencing 19th July 2021.



Ordinary Meeting of Council Tuesday 20 July 2021

Projects

T-1920035- Refurbishment of the Hickman Street pump station –

- Pump station is commissioned and operating
- The rising main has been laid.
- Practical completion has been achieved

T- 1920022 Town Bore Replacement Project –

- The town bore is now online and operating
- The civic bore refurbishment works have commenced. The bore flowing greater than expected has necessitated plugging the bore to construct new headworks. Waiting for this equipment will delay completion of the works into July 2021.

Kynuna Water Tank connection

Failed liner has been repaired by supplier. Yet to be brought online due to resource constraints

Report on the Natural Disaster Recovery Works -Summary of program

2019 – Works were completed in June 2021

2020 Submission – Council has received approval from QRA Works to be programmed.

2019 and 2020 DRFA Event

The Table below details the current status of the submissions.

Submission Number	Approved Value	Actual Expenditure to Date	Variance Approved to Actual	Estimated Final Cost	Variance EFC to Approved Value	Location	Percentage Complete
MSC 0003,1819E REC	\$15,387,767.25	\$7,848,422.08	\$7,539,345.17	\$7,848,422.08	-\$7,539,345.17	Taldora Road	100%
MSC 0004,1819E REC	\$9,842,149.97	\$5,259,240.02	\$4,582,909.95	\$5,288,385.31	-\$4,553,764.66	North West - Unsealed	100%
MSC 0005,1819E REC	\$5,739,470.26	\$2,818,212.69	\$2,921,257.57	\$3,214,399.79	-\$2,525,070.47	North East - Unsealed	100%
MSC 0011,1819E REC	\$8,184,353.94	\$5,722,215.74	\$2,462,138.20	\$6,751,398.93	-\$1,432,955.01	South East - Unsealed	100%
MSC 0020,1819E REC	\$765,090.57	\$12,452.37	\$752,638.20	\$761,758.28	-\$3,332.29	2020 Sealed - Various	30%
MSC 0021,1819E REC	\$4,782,380.14	\$880,499.75	\$3,901,880.39	\$4,638,508.11	-\$143,872.03	2020 Un sealed - Various	5%
MSC 0022,1819E REC	\$2,497,076.39	\$739,850.90	\$1,757,225.49	\$1,288,294.79	-\$1,208,781.60	Dalgonally Milungra Betterment	100%
MSC 0009,1819E REC	\$2,381,085.00	\$1,548,476.36	\$832,608.64	\$1,562,951.36	-\$818,133.64	South West - Unsealed	100%
MSC 0010,1819E REC	\$5,729,601.66	\$4,941,363.95	\$788,237.71	\$4,941,363.95	-\$788,237.71	Sealed Roads	100%
MSC 0008,1819E REC	\$7,814,430.00	\$4,848,988.39	\$2,965,441.61	\$4,858,988.39	-\$2,955,441.61	Betterment	100%
MSC 0015,1819E REC	\$193,391.00	\$121,327.07	\$72,063.93	\$178,322.23	-\$15,068.77	Euraba, Sunny Plains. Shaw Street	100%
MSC 0014,1819E REC	\$256,904.92	\$65,046.84	\$191,858.08	\$65,046.84	-\$191,858.08	Nelia Road	100%
Total	\$63,573,701.10	\$34,806,096.16	\$28,767,604.94	\$41,397,840.06	-\$22,175,861.04	2019 Works	100%
						2020 Works	18%
						Overall Program	86%



Ordinary Meeting of Council Tuesday 20 July 2021

Betterment project Dalgona/ly/Millungera Rd

Sealing works were completed the week of the 14th June 2021.

T20210001 Culvert replacement Wills Developmental rd

Cerebus Ck Culvert was completed during the month. Williams River Culvert will be completed in July 2021.

CN-16068 Wills Developmental Road Widening Ch 0.74 – Ch 4.02

Project was completed in June 2021.

QRRRF Application

The QRA has accepted Council's initial Expression of Interest for floodway upgrades Dalgona/ly/Millungera Rd. A detailed application was submitted on the 7th May 2021.

T2021004 Design and Construct Modular Home

Asset Cabins and Homes have been engaged to deliver this project. House has been erected prior end June 2021. Power and water connections are expected in July 2021.

Legal Implications:

Nil

Policy Implications:

Nil

Financial and Resource Implications:

As provided in the report.

InfoXpert Document ID:

119215



6.0 ENVIRONMENTAL & REGULATORY SERVICES



Ordinary Meeting of Council Tuesday 20 July 2021

6.1 Subject: Environmental and Regulatory Services Report – June 2021
Attachments: None
Author: Environmental and Regulatory Services Team Leader
Date: 6 July 2021

Executive Summary:

This report outlines the general activities, revenue and expenditure for the department for the period June 2021.

Recommendation:

That Council receives the June 2021 Environmental and Regulatory Services Report.

Background:

This report outlines the general activities of the department for the month of June 2021.

Detailed below are the general matters of interest that relate to the day to day activities of the department throughout the month.

Consultation: (internal/External)

Environmental & Regulatory Services Team Leader, Local Laws Officer, Asset Maintenance Officer, Water and Sewerage Officer, Ranger and Finance Officer.

Legal Implications:

Nil

Policy Implications:

Nil

Financial and Resource Implications:

As provided in the report.

InfoXpert Document ID:

119200



1 – Refuse Collection and Disposal

1.1 - Budget

		Actual	Budget
ENVIRO1.1	3100 - Refuse Collection Revenue	\$84,932	\$84,715

		Actual	Budget
ENVIRO1.2	3100 - Kerbside Rubbish Collection Expenditure	\$38,952	\$46,000

		Actual	Budget
ENVIRO1.3	3110 - Refuse Disposal Revenue	\$50,647	\$46,789

		Actual	Budget
ENVIRO1.4	3110 - Refuse Disposal Operational Costs	\$54,689	\$77,000

1.2 - Report

Julia Creek Waste Facility

The following works occurred at the facility during the month;

- Dump was pushed
- Plans to separate tyres to another location due to the amount of tyres at the facility

2 – Environmental Health Services

2.1 – Budget

		Actual	Budget
ENVIRO2.1	3000 - Environmental Licence Fees (Revenue)	\$1,616	\$1,600

		Actual	Budget
ENVIRO2.2	3000 - Environmental Health Services	\$135,147	\$173,000

2.2 – Report

Water and Sewage Monitoring

E.coli was not detected in any townships during June.

The fluoride levels in Julia Creek for the month of June were;

- Julia Creek Caravan Park 3.17mg/L
- 9 Coyne Street 3.19mg/L

Council's website was updated advising the community of the levels above 3mg/L.

Food Recalls

One (1) Food Recalls was received during the month with no impacts to the food businesses within the shire.



3 – Local Law Administration

3.1 – Budget

		Actual	Budget
ENVIRO3.1	3210 - Animal Registration Fees	\$4,602	\$4,500
ENVIRO3.2	3210 - Fines & Penalties – Animal Control	\$2,040	\$1,300
ENVIRO3.3	3210 - Animal Boarding	\$8,923	\$3,000
ENVIRO3.4	3210 - Local Law Administration	\$110,044	\$110,000

3.2 - Report

General information of activities for Local Law/Animal Control matters is outlined the table below.

Table 1 - Local Law & Animal Control Summary

Activity	Number/Details
Impoundings and infringement notices	Two (2)
Euthanized/Destroyed/Rehomed	One (1)
Verbal/Written/Official warning	One written warning (Dog at Large)
Complaints	Nil
Dog Boarding	Eleven (11) Dogs
Removal of Dead Animals	Nil
Trapping Locations & Results	Nil
Compliance Notices issued	Nil
SPER Infringement Fines issued	Nil
Commercial Use of Roads Permit issued	Nil
Untidy Allotments	Nil
Comments:	
* Preparations are being made to organise the issuing of the Commercial Use of Roads Permits.	



4 – Noxious Weeds and Pest Control

4.1 – Budget

		Actual	Budget
ENVIRO4.1	3220 - Pest Plant & Animal Control Funding	\$35,000	\$35,000
ENVIRO4.2	3220 - Truck Washdown Bay Revenue	\$23,374	\$20,000
ENVIRO4.3	3220 - Dingo Baits (Revenue)	\$1,973	\$2,000
ENVIRO4.4	3220 - Feral Pig Baits (Revenue)	\$0	\$0
ENVIRO4.5	3220 - Pest Animal Rural Land Owners Fees	-\$25	\$0
ENVIRO4.5	3220 - Pest Plant Control Program	\$104,742	\$116,000
ENVIRO4.6	3230 - Pest Animal Control Program	\$69,121	\$83,000

4.2 – Report

Washdown Bay

The pit was pumped out during the month.

Pest Animal Control

There were 2 dingo scalps presented in June.

There were 200 Factory Baits issued in June.

1080 Baiting

A total of 31 properties participated with 8,690kg of dog meat and 1,970kg of pig baits laid. Rain prevented a few properties from being able to participate however we gained a few new areas south of McKinlay that don't usually participate in the baiting.

Pest Plant Control

The following locations were sprayed during the month;

- * Nelia Reserve and around Town Area
- * Nelia – Bunda Road to Rockvale – 20km
- * Punchbowl Road – 16km
- * DPI Tick Paddock



- * Rubbish Dump Paddock
- * Gilliat Reserve
- * Julia Creek Common
- * Julia Creek Little Town Paddocks

Totals: 6 men over 14 days, 2000ltrs Diesel, 33.3L Access, 500kg Graslan

5 – Livestock Operations

5.1 – Budget

		Actual	Budget
ENVIRO5.1	3235 - Livestock Weighing Revenue	\$62,061	\$60,000

		Actual	Budget
ENVIRO5.2	3235 - Livestock Cattle Train Loading Revenue	\$33,057	\$40,000

		Actual	Budget
ENVIRO5.3	3235 - Livestock Operational Costs	\$84,866	\$89,500

5.2 - Report

Julia Creek Livestock Facility

There were 1014 cattle weighed and/or scanned at the facility during June.

The old turkeys nest has a crack in the wall. Once the area dries out a new overflow pipe will be installed and hole will be repaired. The nest is still $\frac{3}{4}$ full which is enough water to supply the yards.

Livestock Weighing Month and Year Totals

MONTH	2015	2016	2017	2018	2019	2020	2021
JANUARY	0	0	0	183	0	1401	0
FEBRUARY	1872	525	467	3241	0	125	1779
MARCH	3446	1497	1333	388	0	2788	4484
APRIL	5315	951	2487	2217	1034	10073	5458
MAY	8107	615	2062	3065	1768	10022	1772
JUNE	3,442	1456	1522	742	894	4507	1014
JULY	2,170	2809	2003	1143	1569	3501	
AUGUST	1183	2582	2311	6291	3023	2839	
SEPTEMBER	488	2665	1478	765	1280	2175	
OCTOBER	1252	4613	1127	4708	5492	80	
NOVEMBER	36	1011	2673	4788	3534	247	
DECEMBER	0	234	340		2776	0	
<u>YEARLY TOTALS</u>	<u>27,311</u>	<u>18,958</u>	<u>17,803</u>	<u>27,531</u>	<u>21,370</u>	<u>37,758</u>	<u>14,507</u>



Livestock Operations (Cattle Loading)

There were 1,954 head of cattle loaded in June making the progressive total for the 2021 Loading Season so far to 9,181. David Heslin was contracted to load the trains for June as Peter Golledge was away.

Livestock Loading Month and Year Totals

MONTH	2015	2016	2017	2018	2019	2020	2021
JANUARY	0	0	0	0	0	0	0
FEBRUARY	0	0	132	0	0	0	0
MARCH	0	572	920	0	0	0	451
APRIL	7,653	1,737	580	0	0	4,100	1,376
MAY	7,204	2,933	6,126	603	3,199	5,716	5,400
JUNE	6,605	3,486	2,658	674	3,322	3,446	1,954
JULY	6,998	3,565	3,654	2,084	4,564	3,141	
AUGUST	3,936	4,963	2,898	674	1,654	1,384	
SEPTEMBER	315	2,233	1,804	2,454	2,098	1,583	
OCTOBER	0	1,070	0	3,424	1,328	670	
NOVEMBER	0	1,641	0	1,458	1,668	165	
DECEMBER	0	144	0	0	0	0	
YEARLY TOTALS	32,711	22,344	18,722	11,371	17,833	20,205	9,181

6 – Stock Routes and Reserves

6.1 – Budget

		Actual	Budget
ENVIRO6.3	3300 - Stock Route – Permit/Water Fees	\$8,949	\$10,000
		Actual	Budget
ENVIRO6.2	3300 - Stock Route Recoverable Works (Revenue)	\$26,013	\$26,013
		Actual	Budget
ENVIRO6.4	3300 - Trustee Lease Fees	\$184,451	\$180,000
		Actual	Budget
ENVIRO6.5	3300 - Reserves Agistment Fees	\$18,532	\$20,000
		Actual	Budget
ENVIRO6.6	3300 - Precept Expenses	\$17,490	\$17,500
		Actual	Budget
ENVIRO6.7	3300 - Stock Route Maintenance	\$100,693	\$126,013
		Actual	Budget
ENVIRO6.8	3300 - Reserves Expenses	\$23,448	\$31,500



6.2 - Report

Stock Routes

Spraying has commenced on Stock Route Waters.

Waiting to hear back from DNRME regarding what funding will be available for capital works in 2021-22.

Reserves

Nelia Reserve

Trough broke in half during the month. Repairs are scheduled for first week of July.

Julia Creek Reserves

Old fence removed and new fence installed on Julia Creek Pasturage Reserve Paddock 2 (Wiles Paddock) with the assistance of the Work Camp and Local Laws Officer.

Common was mustered during the month with some cattle sold.

6.3 - Cemeteries

6.3.1 – Budget

		Actual	Budget
ENVIRO6.9	3400 - Cemeteries	\$13,432	\$14,000

6.3.2 - Report

There were no enquiries for the cemetery during the month.

7 – Work Program (Workcamp)

7.1 - Budget

		Actual	Budget
ENVIRO7.1	3600 - Work Program	\$29,487	\$42,500

7.2 – Report

The Julia Creek Lions Ladies sent Allan and his team a thank you letter for assisting with the installation of the 'Red Bench' at the Peter Dawes Park.

Community Group	Activity
McKinlay Shire Council	<u>Workshop</u> Assist with workshop duties
McKinlay Shire Council	<u>Saleyards</u> Mowing Clean water troughs Clean scales
McKinlay Shire Council	<u>McIntyre Park</u> Dismantle grandstand



Ordinary Meeting of Council Tuesday 20 July 2021

	Trim trees
McKinlay Shire Council	<p><u>Various</u></p> <ul style="list-style-type: none"> *Re-lay pavers in front of Administration Office *Assist with the preparation of Helicopter Pad at Aerodrome *Assist Local Laws Officer with laying of geofab and black rock on all windsocks at Aerodrome *Mowing/whippersnipping along runway and along airport road *Sand back and re-paint posts on walking trail to RV Park *Assist with pulling down old fence and the erection of new fence around Julia Creek Pasturage Reserve Paddock 2 *Assist with the clean up of the JC Landfill
Julia Creek State School	Mowing and general maintenance
Churches/RSL/CWA	Mowing/whipper snipping
McKinlay Race Club	Assistance with clean up after Race Event
Julia Creek Historical Society	Erect new shed for wool press at Museum

8 – Housing, FRB and Community Centre

8.1 – Budget

			Actual	Budget
ENVIRO9.1	3810-1300	3810 - Council Property / Staff Housing Program Rev	\$96,645	\$95,000
ENVIRO9.2	3810-1301	3810 - Council Property / Subdivision Blocks Rent	\$8,811	\$10,000
	3810-1302	3810-Council Property / Subdivision Blocks outgoings	\$3,825	\$4,000
ENVIRO9.3	3810-2300	3810 - Council Property / Staff Housing Program Exp	\$163,596	\$165,000
ENVIRO9.4	3810-2300	3810 - Council Property / Sub Division Expense	\$9,576	\$5,000

8.2 - Report

Council Property / Staff Housing

Council Property / Staff Housing activities for the month are detailed in Table below.

Activity	Number
Properties Available for use	7 Coyne Street 10 Shaw Street
New Tenancies	One – Unit A, 4 Shaw Street (Kindy Teacher)



Ordinary Meeting of Council Tuesday 20 July 2021

	One – 4 Netterfield Street – this is on a temporary basis
Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil
Notes/Repairs	<p>Capital Works</p> <p>*Works are still progressing at 33 Byrne Street; the ceiling, walls, toilet, shower and kitchen have been installed to date.</p> <p>*New house has been erected at 71 Coyne Street. Electricity Connection is organised and RFQ's have been sent out for the water and sewer connection with quotes to be submitted by 12 July 2021.</p>

Old Senior/Aged Care Housing

Old Senior/Aged Care Housing activities for the month are detailed in Table Below:

Activity	Number
Properties Available	Two (2)
New Tenancies	Nil
Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil
Notes/Repairs	Nil

Fr Bill Bussutin Community Centre and Seniors Living Units

Budget

	Actual	Budget
ENVIRO10.4 3820 - Community Centre Hire Fees	\$3,376	\$500

	Actual	Budget
ENVIRO10.4 3820 - FRB Centre RENT	\$38,967	\$40,000

	Actual	Budget
ENVIRO10.5 3820 - FRB Units & Community Ctre Operational Costs	\$46,325	\$75,000

Report

Seniors Living Units

Seniors Living Unit activities for the month are detailed in Table Below:

Activity	Number
----------	--------



Properties Available	Two (2) - Unit 3, Unit 7
New Tenancies	Nil
Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil
Notes/Repairs	Nil

9 – Land and Building Development

9.1 – Budget

		Actual	Budget
ENVIRO11.1	3900 - Revenue	\$7,818	\$4,000

		Actual	Budget
ENVIRO11.2	3900 - Town Planning Program	\$16,553	\$30,500

9.2 - Report

Regulatory Services, Land and Building Development

The following development applications were lodged during the month;

<u>DA #</u>	<u>Applicant</u>	<u>Type of Development</u>	<u>Location</u>	<u>Application Details</u>
2020-21_31	Wi-Sky Queensland Pty Ltd c/- Milford Planning	Planning MCU – Impact Assessable	Lot 53 on SP107207 also known as Kynuna Road, JULIA CREEK QLD 4823	Telecommunications Facility (Tower)

10 – Local Disaster Management

10.1 – Budget

		Actual	Budget
ENVIRO12.1	2760 - SES Grants	\$20,568	\$20,567

		Actual	Budget
ENVIRO12.2	2760 – SES Capital Grants	\$0	\$59,800

		Actual	Budget
ENVIRO12.2	2760 - Natural Disaster Grants	\$6,102	\$6,780



Ordinary Meeting of Council Tuesday 20 July 2021

		Actual	Budget
ENVIRO12.3	2760 - Disaster Management Operational Costs	\$169,374	\$173,000

10.2 - Report

No incidents activated the LDMG during the month.



6.2 Subject: Development Application 2020-21_27 – Etta Plains Holdings Pty Ltd c/- Epic Environmental
Attachments 6.2.1 Decision Notice (*Infoxpert ID: 119204*)
Author: Environmental & Regulatory Services Team Leader
Date: 14 July 2021

Executive Summary

This report makes recommendation for Council to approve the prior issuing of the Decision Notice for the development application made by Etta Plains Holdings Pty Ltd c/- Epic Environmental seeking a Material Change of Use and Operational Works Development Permit. The proposal is for a Utility installation (water storage facility) and associated earthworks.

Due to regulatory timeframes the decision notice was required to be issued to the applicant by 30 June 2021. As the development application proposal is for the next stage of irrigated agriculture farming on Etta Plains for which Council has indicated support through approval of the first stage and given the regulatory timeframes, the Chief Executive Officer issued the Decision Notice on 30th June 2021.

Recommendation:

That Council resolve to ratify the action of the Chief Executive Officer in issuing the Decision Notice for the next stage of the Etta Plains Holding Pty Ltd for a Material Change of Use (MCU) Operational Works Development Permit for Stage 2 for a Utility Installation (water storage facility) and associated earthworks on Lot 2 on MF18 & Lot 1 on CE3 located on Etta Plains Road, Julia Creek in accordance with the conditions detailed in the Decision Notice.

Background

Etta Plains Holdings Pty Ltd c/- Epic Environmental have made an application to Council for a Material Change of Use (MCU) Operational Works Development Permit for Stage 2 for a Utility Installation (water storage facility) and associated earthworks on Lot 2 on MF18 & Lot 1 on CE3 located on Etta Plains Road, Julia Creek.

The proposed development will comprise of construction of ring tank, irrigation channels, pump station and return drain for the purposes of enabling irrigated cropping land by harnessing the availability of excess water in the Flinders River during periods of high flow diverted to the development via an existing pipeline and irrigation channel.

The development did not trigger any referrals to any agencies.

The development is affected by the following State and Local Government Legislation and has been addressed in the Development Application document;

- Planning Act 2016
- Vegetation Management Act 1999 & Vegetation Management Regulation 2012
- Water Act 2000
- Water Plan (Gulf) 2007
- Water Supply (Safety and Reliability) Act 2008



Ordinary Meeting of Council Tuesday 20 July 2021

- Nature Conservation Act 1992 & Nature Conservation (Animals) Regulation 2020
- North West Regional Plan
- McKinlay Shire Planning Scheme 2019

Consultation: (internal/External)

Council's Planning Consultant, Applicant's Planning Consultant, Council Environmental Staff

Legal Implications:

Compliance with the following legislation;

- Planning Act 2016
- Vegetation Management Act 1999 & Vegetation Management Regulation 2012
- Water Act 2000
- Water Plan (Gulf) 2007
- Water Supply (Safety and Reliability) Act 2008
- Nature Conservation Act 1992 & Nature Conservation (Animals) Regulation 2020
- North West Regional Plan
- McKinlay Shire Planning Scheme 2019

Policy Implications:

Nil

Financial and Resource Implications:

Nil

InfoXpert Document ID:

119199



ABN 46 448 426 394

McKINLAY SHIRE COUNCIL

CIVIC CENTRE, JULIA CREEK

Infoexpert ID: 119204

Correspondence to be
addressed to
The Chief Executive Officer,
P.O. Box 177,
Julia Creek, Q. 4823
TELEPHONE: (07) 4746 7166
FAX: (07) 4746 7549
EMAIL: reception@mckinlay.qld.gov.au

30 June 2021

Etta Plains Holdings Pty Ltd
C/- Epic Environmental
PO Box 13058
BRISBANE QLD 4000

DECISION NOTICE

Planning Act 2016

This *decision notice* is issued pursuant to the *Planning Act 2016* and is associated with a development application seeking a development permit for a material change of use AND associated operational works. The development application was **approved in full subject to conditions**. The decision date being 30 June 2021.

The following application details are provided:

DEVELOPMENT APPLICATION DETAILS

Application Reference No.	2020-21_27
Applicant Details	Etta Plains Holdings Pty Ltd C/- Epic Environmental Contact: Sarah Beitel PO Box 13058, BRISBANE QLD 4000 P. 0405 163 842 E. sbeitel@epicenvironmental.com.au
Development Proposal	Utility installation (water storage facility) and associated earthworks
Development Type	Development Permit – Material Change of Use Development Permit – Operational Works
Site Address	Etta Plains Road, TALDORA
Real Property Description	Lot 2 on MF18 & Lot 1 on CE3

“GATEWAY TO THE GULF”

Level of Assessment	Assessable Development – Code Assessable
Assessment Benchmarks	<i>Planning Act 2016</i> <i>Planning Regulation 2017</i> North West Regional Plan 2010 McKinlay Shire Planning Scheme 2019 <ul style="list-style-type: none"> • Rural zone code • General development code • Operational works code
Applicants Reference	BE210016.01

DEEMED APPROVAL

This development approval is **NOT** a *deemed approval* under section 64 of the *Planning Act 2016*.

CONDITIONS OF APPROVAL

The conditions of this approval are outlined in the below Schedule of Conditions and are distinguished as either assessment manager or referral agency conditions.

REFERRAL AGENCIES

Based on the common material included in the lodged development application, it was determined that referral was required to the referral agencies identified in the table below.

Referral Agency	Referral Trigger (<i>Planning Regulation 2017</i>)
NA	NA

ASSESSMENT BENCHMARKS/REASONS FOR DECISION

Pursuant to section 63(5) and section 83(7) of the *Planning Act 2017*, the following clarifications are provided as to the reasoning for the decision which has been made.

Subject to the imposition of the development conditions contained within the Decision Notice, the development is able to comply with the following applicable Assessment Benchmarks against which the application was required to be assessed, being:

- The *Planning Act 2016*
- The *Planning Regulation 2017*
- State Planning Policy 2017
- North West Regional Plan 2020
- The McKinlay Shire Council Planning Scheme 2019
 - Rural zone code
 - General development code
 - Operational works code

CURRENCY PERIOD

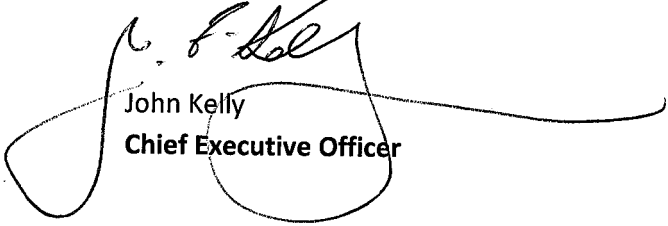
The currency period set for this development approval is to be in accordance with section 85 of the Planning Act 2016, which establishes when an approval lapses.

RIGHTS OF APPEAL

Chapter 6, Part 1 and Part 2 of the *Planning Act 2016* outline the appeal rights afforded to the applicant to the Planning and Environment Court or Development Tribunals. Further information in relation to how to proceed to an appeal is enclosed.

Should you have any queries please do not hesitate to contact Megan Pellow on (07) 4746 7166.

Yours Faithfully,



John Kelly
Chief Executive Officer

ASSESSMENT MANAGER SCHEDULE OF CONDITIONS

MATERIAL CHANGE OF USE (Water Storage Facility) AND OPERATIONAL WORKS (Earthworks)

1. APPROVED PLANS

Condition

The development is to occur generally in accordance with the supporting plans and reports/documents reference in the table below and as attached.

Plan Title	Plan No. and Revision	Date
Proposed works location & earthworks volumes	EP-stg2works	21 April 2021
Report/Document		
Etta Plains Holdings Pty Ltd - Etta Plains Ecological Assessment Report, 18 August 2020, Revision C, Prepared by EPIC Environmental		
Etta Plains Irrigation Flood Impact Assessment, 24 Aug 2020, Prepared by JBP		
Etta Plains Preliminary Hydraulic Impact Assessment, 13 July 2020, Revision V2, prepared by JBP		
Etta Plains Ring Tank Flood Risk Assessment, 23 April 2021, Revision A1-CO1 / April 2021, prepared by JBP		

2. EROSION AND SEDIMENT CONTROL

Condition

Development occurs in accordance with an erosion and sediment control plan (ESCP) prepared by a suitably qualified person which demonstrates that release of sediment-laden stormwater is avoided for the nominated design storm, and minimised when the nominated design storm is exceeded, by addressing design objectives listed in Table 6.4.1.3 (construction phase) of the Operational works code or local equivalent, for:

- drainage control;
- erosion control;
- sediment control; and
- water quality outcomes.

ADVICE

1. Satisfaction of Approval Conditions

Condition

Unless explicitly stated elsewhere, all requirements of the conditions must be satisfied prior to completion of the works.



7.0 COMMUNITY SERVICES



Ordinary Meeting of Council Tuesday 20 July 2021

7.1 Subject: Community Services Monthly Report
Attachments: Nil
Author: Community Services Team Leader
Date: 12 July 2021

Executive Summary:

Council is presented with the monthly Community Services report, which provides an overview of the operations for the month: **June 2021**.

Recommendation:

That Council receives the Community Services monthly report for June 2021

The following report highlights the data for each of the Functional Areas of the Community Services Department.

Grants & Funding

This section aims to provide Council with an update regarding the current grant submissions and applications.

FNQ Flexible Funding

Filming for the commemorative videos following the 2019 Monsoonal Flood event has been completed and Council expects the final pieces to be completed in the next two to three months. Works have almost been completed on the installation of emergency fuel supply at the Airport. Council has constructed a pad to hold a shipping container (for fuel drum storage) as well as a 5,000L pod which can be filled in emergency situations

COVID Works for QLD

All works at the Julia Creek Caravan Park have been completed within the timeframe and provides improved usage of both the powered sites and donga units.

LRCIP Funding

Council utilized an underspend in a separate project to undertake landscaping and irrigation works at the Cemetery and Peter Dawes Park. The results have been extremely positive and both areas have responded well to the new irrigation. Council DERS is working through a more permanent solution to the water supply at the Cemetery and are trying to identify the most feasible option out of running a new water line from the Hickman St Bore or installing a new power supply.

RADF 2021-22

Council has been successfully awarded \$20,000 to deliver community projects through the Regional Arts Development in 2021-22. There will be a total amount of approx. \$30,000 to deliver the program from a carry over in surplus 2020-21 funds.



Community Development Officer

Before the cessation of the Community Development Officer role and community engagement programs at June 30, Council was able to deliver a craft workshop which involved resin and ink creative activities where attendees could take their creations home. Council was also able to host 'Blue Gum Farm TV' with their workshops and performance of the 'Outback Boogie' for local children as part of school holiday activities.

Julia Creek Caravan Park

The Caravan Park remains a hive of activity throughout the month of June as travelers from all over have inundated Julia Creek. The park has been close to full capacity each night with over 1800 guests visiting in June. David & Leanne are doing a terrific job in fitting in as many people as safely possible to ensure guests have a positive experience in Julia Creek. The impact of COVID restrictions and border closures hasn't really had a negative impact on the Park but did create some confusion for tourists seemingly 'stuck' between the Northern Territory and the east coast. Council has also been able to provide assistance to the Park Manager's during these extremely busy period by providing an extra casual cleaner and casual office staff which has resulted in greater efficiency in responding to enquiries and completing bookings.

The RMS booking system shows gross revenue of \$91,389.30 the month of May compared to \$50,596.50 in April. Please find below other visitor statistics obtained through the RMS system.

JC Caravan Park Revenues June 2021

Type of service	APRIL revenues (incl GST)	Total	MAY revenues (incl GST)	Total	JUNE revenues (incl GST)	Total
Donga Units		\$2,510		\$1,650		\$3,675
Powered Sites		\$15,836		\$26,654		\$36,068
Cabins		\$10,110		\$26,229.30		\$13,440
Unpowered Sites		\$3,135		\$6,396		\$6,713
Sub Total		\$31,591		\$60,929.30		\$59,896
Artesian Baths incl. salts		\$13,045.50		\$22,430		\$26,405
McIntyre Park						\$1,200
Cheese Platters		\$1,760		\$4,410		\$6,390
Laundry				\$400		\$1,680
Long Term Stay		\$4,200		\$3,220		\$4,760
Calculated Total		\$50,596.50		\$91,389.30		\$100,331

JC Caravan Park Occupancy by Category June 2021

Type of Service	% Occupancy
Donga Unit	44%
Cabin – 4 berth	95%
Cabin – 6 berth	90%
Unpowered site	24%
Powered site	75%
Powered camp site	22%
McIntyre Park	18%



JC Caravan Park Artesian Bathhouse Usage June 2021

Type of Service	Number of bookings
Boundary Rider Huts	128
Replica Rain Water Tank Bathhouses	304

Library & Funeral Services

Many tourists are starting to utilize the library for a number of reasons including book exchange, reading, using the Wi-Fi or a computer, checking in with family or just a general chat. Due to the absence of a Sport & Rec Officer and no specific school holiday program, a number of children have been utilizing the Library to interact with friends and engage in a range of activities including using the computers and iPads, reading and playing.

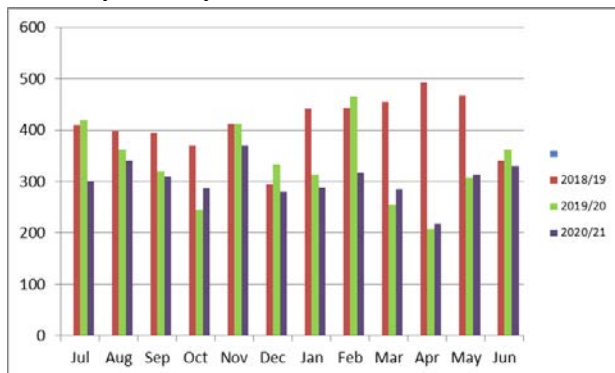
JC Library Memberships June 2021

Type of Membership	Total Membership
Adult	289
Junior	68
Institutions	2
Tourists	9

JC Library Services Provided June 2021

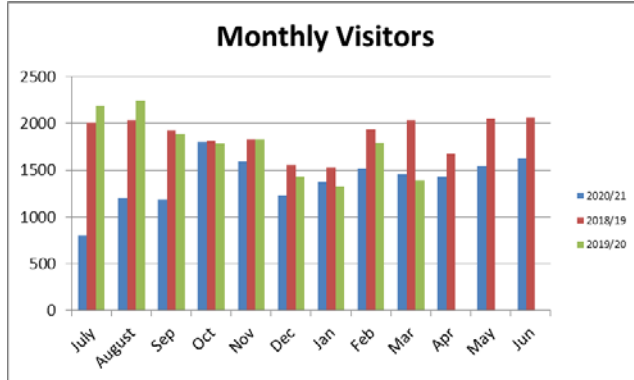
Services Provided	Total Amount
Reservations satisfied	50
Requests for books	71

JC Library Monthly Loans June 2021





JC Library Monthly Visitors June 2021



Tourism

Julia Creek has been a hive of activity throughout the month of June as visitors from all corners of Australia have stayed or passed through the Shire. Similarly to the Caravan Park, the Visitor Centre has seen a significant amount of guests pass through throughout June. Council must extend its thanks to the Tourism staff both permanent and casual for the fantastic job they’re completing under trying circumstances with staff shortages.

Total Visitor Numbers for June 2021

There were 1429 visitors to the Julia Creek Visitor Information Centre in June. There have been 2714 visitors to the Julia Creek Visitor Information Centre this year to date (YTD).

Total Locals for June 2021

There were a total of 7 local visitors to the Julia Creek Visitor Information Centre in June. There have been 39 local visitors to the Julia Creek Visitor Information Centre this year to date (YTD).

Beneath the Creek Entries June 2021

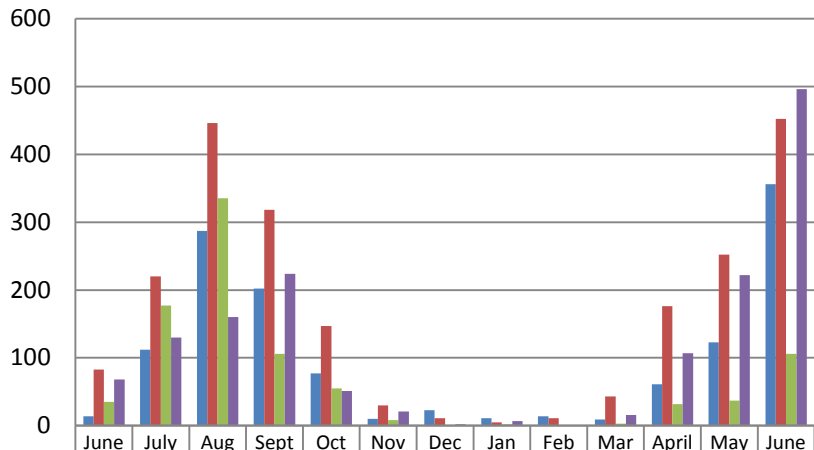
There were 544 admissions to Beneath the Creek in June. There have been 982 admissions this year to date (YTD).



Ordinary Meeting of Council Tuesday 20 July 2021

North West Regional Statistics for June 2021

North West Regional Statistics June 20 - June 21



From West - Mt Isa / Cloncurry	14	112	287	202	77	10	23	11	14	9	61	123	356
From East - Richmond / Hughenden	83	220	446	318	147	30	11	5	11	43	176	252	452
From North - Normanton	35	177	335	106	55	8	0	2	0	3	32	37	106
From South - Winton / Kynuna, McKinlay	68	130	160	224	51	21	2	7	0	16	107	222	496

RV Site Permits June 2021

There were 557 RV Site Permits issued in June 2021. There have been 1296 RV Site Permits issued in the Year to Date (YTD).

Digital and Social Media Figures

	Facebook Page Likes		Instagram Likes		Websites	
	MSC	JC VIC	MSC	JC VIC	MSC	JC VIC
June 1	6,520	4,500	1,055	2,399	Sessions	Sessions
June 30					2,183	1,778
					Users	Users
					1,701	1,466



Julia Creek Early Learning Centre

Current enrolments

There are currently 33 children enrolled at the Service

Utilisation Percentage: 88%

Spots Available: 10 (Centre is at maximum capacity for 2 days a week)

Changes to Enrolments

No changes to enrolments

New Enrolments

One enrolment is scheduled to begin for two days per week in August

Attendance

The centre had 284 attendances (actual) over the 22 days of care offered during June. This equated to an average of approx. 13 children per day.

Significant events:

- New staff member began full time employment in toddler room and current staff member has handed in resignation due to family relocation. Recruitment process to begin for Kinder Teacher and hours to be amended to allow more flexibility in enrolments
- Families have mentioned how well the Centre is being presented
- Children attended Blue Gum Farm – Outback Boogie Performance and Workshops
- Children's Kindy Library has opened thanks to donation of bookshelves from the community
- Child Health Check Clinics will begin at the Centre in July (8th being the first) this was planned in collaboration with the Child Health nurse to ensure that children before school are getting their developmental health checks done; early intervention strategy
- Outback Futures visited and hosted a session with the children on whole body listening. This was well received and the children enjoyed it
- Outback futures hosted a parent workshop in social thinking; attended by staff as professional development
- Staff attended a team building event; the resin workshops hosted by Council



Swimming Pool

No data received for the month of June, however the colder weather typically results in low visitation to the swimming pool. There are a few minor maintenance problems that have been identified and Council is hopeful of having these rectified before the warmer months.

Sport & Recreation

Council has been successful in filling the Sport and Recreation position with Jordan Morris returning to the role and scheduled to begin in late July. It will be very exciting to have Jordan and his family back in town and working in this space. Council is hopeful of resuming a number of pre-existing programs once Jordan resumes.

Community Health

CHSP - OCCASIONS of SERVICE (OoS)		
	OoS	Hours
Nursing Care	37	24.2
Personal Care	12	3.25
Total	49	27.45

CHSP - LOCATION OF OCCASIONS OF SERVICE	
Home Visits	23
Clinic Visits	4
Phone Consults	1
Hospital Visits	0
Telehealth / GP escort	Tele 0 = / GPescort = 9
Transport to Medical Appointments	20

NON-CHSP COMMUNITY NURSE OCCASIONS OF SERVICE		
	OoS	Comments
Community Client Visits	9	Includes home, clinic, other
Hospital Visits	0	
Health Promotion Sessions	0	Nil this month



Ordinary Meeting of Council Tuesday 20 July 2021

TRANSPORT	0	--
Meetings (informal and formal)	3	MPHS weekly clinical meetings DON catch up, MSC catch up

REFERRALS

NIL NEW REFERRALS

EQUIPMENT ON LOAN

NIL NEW LOANS

HEALTH PROMOTION

Nil formal this month.

GENERAL BUSINESS

The Community Nurse took 9 days unplanned leave this month. Outside of that, CHSP Occasions of Service numbered 49, for a total of 27.45 hours time spent.

Non-CHSP Occasions of Service numbered 9 for a total of 2.2 hours spent. These hours were spent across a total of 2 different clients.

MPHS nursing staff continue to offer FLU shots for the 2021 flu season, for those eligible to receive them under the National Immunisation Program.

The MPHS recommenced 24/7 hours of operation on June 14, but there is still no permanent doctor, so clinical offerings are limited eg admissions only for respite care, palliative care and residential aged care. CSCF level 2 has not been re-instated.



CHSP – Commonwealth Home Support Program

Events and Activities

Formal activities for CHSP clients have resumed and clients have been enjoying the variety of activities including Wednesday luncheons, shopping outings and social support visits.

Stats June 2021

CHSP currently have a total of **24** clients.

Service Offered	Number of Clients
Transport	58 Two-way trips
Social Support	61 Visits
Personal Care	30 visits 2 clients
EXERCISE	
Counselling/Support, Information and advocacy (client)	8 hours
Shopping	3 trips (3 pick-up)
GAMES	(0 sessions)
Luncheon	16 Attended (4 sessions)
Wednesday Meal	100 meals (including morning tea)
Meals on Wheels	55 Meals delivered
Home Maintenance	18 lawns mowed 18 clients
Domestic Assistance	6 clients, 30 visits
Pub Lunch	clients session
Clients Transported for Doctors Appointments	8 CHSP clients

Consultation:

This report was completed with consultation from Director Corporate & Community Services.

Legal Implications:

Nil

Policy Implications:

Nil

Financial and Resource Implications:

Nil

InfoXpert Document ID:

119183



Ordinary Meeting of Council Tuesday 20 July 2021

7.2 Subject: Community Sponsorship Request - Sedan Dip Sports and Recreation Inc

Attachments: Nil

Author: Community Services Team Leader

Date: 13 July 2021

Executive Summary:

Council has received a Community Sponsorship Request from Sedan Dip Sports and Recreation Inc for \$5,000 in-kind support for the provision of the use of a water truck for their event. The Committee has been liaising with Council prior to submitting their application to find the most suitable solution.

Recommendation:

Council resolves to approve the Community Sponsorship Request for Sedan Dip Sports and Recreation Inc for a total amount up to \$5,000.

Background:

Council annually offers funding programs such as Community Sponsorship/Donations to provide additional support to community events which provide economic support, social interaction and community connectedness for residents of the Shire. The annual Sedan Dip Races, Rodeo & Campdraft event provides a wonderful weekend of entertainment for the whole family and often sees large numbers of visitors and competitors travel through the Shire on their way north and purchase supplies.

Consultation:

This report was completed with consultation from Director Corporate & Community Services.

Legal Implications:

Nil

Policy Implications:

Community Grants Policy

Financial and Resource Implications:

Council sets aside \$35,000 from its annual budget for community sponsorship and \$30,000 would remain for other organisations to access.

InfoXpert Document ID:

119185



Ordinary Meeting of Council Tuesday 20 July 2021

7.3 Subject: Community Donation Request – Scripture Union Queensland

Attachments: Nil

Author: Community Services Team Leader

Date: 13 July 2021

Executive Summary:

Council has received a Community Donation Request from Scripture Union Queensland – Julia Creek State School Chaplaincy for the value of \$5,000. The School Chaplaincy Program provides a range of supporting programs to families in the community. The donation will assist the continuation of the program by contributing to the purchase of resources, equipment, materials, events and crisis support over the course of the next financial year.

Recommendation:

Council resolves to approve the Community Donation Request for the Julia Creek State School Chaplaincy for \$5,000.

Background:

Council has regularly supported the efforts of the Julia Creek State School Chaplaincy Program in previous years. The Chaplaincy Service has provided social, emotional, and spiritual support to students and their families in the Julia Creek State School community using a range of educational resources and programs.

With the support of donations, fundraising, local volunteers and committee members, the Chaplaincy Service are able to contribute towards a happy school environment. The organisation is able to deliver various programs including a weekly breakfast club, annual gardening, social skill lessons and various lunch time activities, Seasons for Growth, Shine/Strength, Kids Club and Christmas & Easter events.

Council's donation will enable the service to continue to build its capacity over the course of the financial year through the purchase of resources (books, games, prizes, teaching materials), groceries for the Breakfast Club initiative, nursery and items for the Gardening Club, support for events and crisis support for families.

Consultation:

This report was completed with consultation from Director Corporate & Community Services

Legal Implications:

Nil

Policy Implications:

Community Grants Policy

Financial and Resource Implications:

Council sets aside \$20,000 from its annual budget for community sponsorship and donations and



Ordinary Meeting of Council Tuesday 20 July 2021

\$15,000 would remain for other organisations to access.

InfoXpert Document ID:

119186



Ordinary Meeting of Council Tuesday 20 July 2021

7.4 Subject: Community Donation Request – Julia Creek Primary P&C Association

Attachments: Nil

Author: Community Services Team Leader

Date: 13 July 2021

Executive Summary:

Council has received a Community Sponsorship Request from Julia Creek Primary P&C Association for the value of \$1,100. The P&C Association in conjunction with Julia Creek State School are seeking funding to allow senior students to attend a 2-day ‘Y-Lead’ Leadership Development Course to develop a range of skills to assist them both in the school and wider community.

Recommendation:

Council resolves to approve the Community Donation Request for the Julia Creek Primary P&C Association for \$1,100

Background:

Council has worked closely with both Julia Creek State School and it’s P&C Association in the past to deliver a number of programs, activities and new equipment that benefit the local children. This particular opportunity, ‘Y-Lead’, will provide senior students (years 5 & 6) to learn and develop skills to become leaders within the school and wider community while exploring the HEART acronym of leadership qualities – Helpful, Energetic, Active & Aware, Resilient, Team-Player. The total cost of the workshop to be held in Julia Creek is \$3,200 with both the school and P&C making contributions towards.

Consultation:

This report was completed with consultation from Director Corporate & Community Services

Legal Implications:

Nil

Policy Implications:

Community Grants Policy

Financial and Resource Implications:

Council sets aside \$20,000 from its annual budget for community sponsorship and donations and \$13,900 would remain for other organisations to access.

InfoXpert Document ID:

119187



8.0 CORPORATE SERVICES



8.1 Subject: Corporate Services June Report
Attachments: Nil
Author: Corporate Services Team Leader
Date: 12 June 2021

Executive Summary:

The Corporate Services Report as of 30 June 2021 which summarises the financial performance and position is presented to Council.

Recommendation:

That Council receives the monthly Corporate Services Report for the period ending 30 June 2021.

Report:

The Corporate Services Report compares actual performance to date with the Council's amended 2020-2021 Budget and provides information, budget variances or any financial risks/concerns.

Financial information provided in this report is:

1. Summary of the Statement of Comprehensive Income (Profit & Loss Sheet) provides the total revenue versus expenditure which gives the operating result.
2. Statement of Financial Position (the Balance Sheet) "bottom line" discloses the Net Community Equity of Council, which represents its wealth as measured by a dollar value of its asset less liabilities.
3. Statement of Cash Flows indicates where Council's cash came from and where it was spent.
4. Summary by function provides the total year to date revenue and expenditure for each Department of Council.
5. Summary of year to date expenditure for the Capital Works program.
6. Outstanding balances for rates and debtors. **Income Statement Variances/Comments:**

General operating income and expenditure increases for June.

INCOME STATEMENT SUMMARY				
	Actuals	Variance	YTD Budget	Full Year Budget
Total Income	37,650,957	102%	37,054,843	37,054,843
Total Expenses	(16,626,150)	89%	(18,719,968)	(18,719,968)
Net Result	21,024,807	115%	18,334,875	18,334,875
Less Capital Revenue	22,652,781	88%	25,603,608	25,603,608
Operating Result (excl. Capital Revenue)	\$ (1,627,974)	22%	\$ (7,268,733)	\$ (7,268,733)



STATEMENT OF FINANCIAL POSITION

	2021 Actuals	2020 Actuals
Current Assets	21,900,796	25,244,097
Total Non-Current Assets	249,595,703	228,512,513
Total Assets	271,496,499	253,756,610
Total Current Liabilities	8,300,605	11,585,523
Total Non-Current Liabilities	272,166	272,166
Total Liabilities	8,572,771	11,857,689
Net Community Assets	\$ 262,923,728	\$ 241,898,921
<i>Community Equity</i>		
Asset Revaluation Surplus	79,503,337	79,503,337
Retained Surplus	183,020,392	161,995,583
Reserves	400,000	-
Total Community Equity	\$ 262,923,729	\$ 241,898,920

STATEMENT OF CASH FLOWS

	2021 Actuals	2020 Actuals
Cash Flows from Operating Activities	2,690,053	4,693,817
Receipts, Payments & Interest Received		
Borrowing Costs		
Cash Flows From Investing Activities	(3,801,749)	(2,009,228)
Payments and Proceeds for PPE		
Capital Income		
Cash Flows from Financing Activities	-	-
Loan Payments		
Net increase (decrease) in cash held	(1,111,696)	2,684,589
Cash at beginning of the financial year	18,835,421	16,150,832
Cash at the end of the period	\$ 17,723,725	\$ 18,835,421

Summary By Departments

Department	Revenue			Expenditure		
	Actuals	%	Budget	Actuals	%	Budget
Infrastructure & Works	29,331,673	106%	27,749,762	9,218,579	97%	9,502,500
Governance & Partnerships	-	0%	-	815,427	90%	907,987
Corporate Services	5,877,842	87%	6,770,100	1,444,680	79%	1,837,111
Economic Development	346,535	81%	429,064	901,294	82%	1,095,550
Community Services	1,613,241	102%	1,580,562	3,206,135	77%	4,153,307
Health Safety & Development	51,670	49%	105,247	632,328	88%	722,500
Environmental Management	429,597	102%	420,108	410,556	82%	501,013
	37,650,559	102%	37,054,843	16,629,000	89%	18,719,968

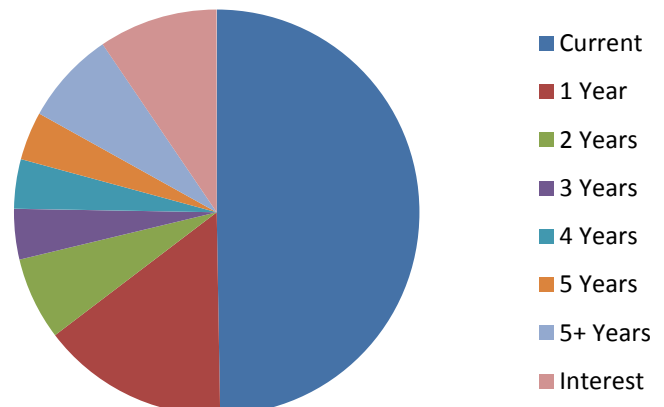


Capital Works Program 2020-2021 Version 2.0

Infrastructure & Works	Actuals	Budget	Grants/Other
Roads	\$20,882,393.63	\$25,394,864.00	\$24,363,060.00
Wastewater	\$1,154,057.46	\$1,190,968.00	\$1,173,278.00
Water	\$1,554,072.58	\$1,626,501.00	\$1,338,000.00
Transport	\$63,992.97	\$139,984.00	\$119,984.00
Other	\$311,170.74	\$737,000.00	\$0.00
Subtotal	\$23,965,687.38	\$29,089,317.00	\$26,994,322.00
Environmental Management	Actuals	Budget	Grants/Other
Reserves	\$66,143.67	\$108,141.58	\$0.00
Subtotal	\$66,143.67	\$108,141.58	\$0.00
Community Services & Facilities	Actuals	Budget	Grants/Other
Community Buildings & Other Structures	\$825,227.49	\$1,044,880.73	\$806,467.00
Parks & Gardens	\$246,216.30	\$433,237.04	\$397,819.00
Council Housing	\$421,203.38	\$530,019.00	\$50,000.00
Subtotal	\$1,492,647.17	\$2,008,136.77	\$1,254,286.00
Corporate Services	Actuals	Budget	Grants/Other
Corporate Buildings & Other Structures	\$110,379.85	\$350,324.00	\$65,986.00
Other	\$1,465.00	\$230,000.00	\$205,000.00
Economic Development	\$85,929.28	\$587,041.64	\$236,000.00
Subtotal	\$197,774.13	\$1,167,365.64	\$506,986.00
Total	\$25,722,252.35	\$32,372,960.99	\$28,755,594.00

Outstanding Rates

	May-21	Jun-21
Current	67,915	67,103
1 Year	20,375	17,450
2 Years	9,033	7,259
3 Years	5,494	4,069
4 Years	5,381	3,992
5 Years	5,274	3,912
5+ Years	10,134	5,961
Interest	12,974	10,215
Total	136,580	119,960



Capital Works Program 2020-2021

Infrastructure & Works	PM	Job Cost	Actuals	2020/21 Budget	Grants/Other	Committed Costs	Comments
Roads							
Gilliat/McKinlay Road - Sealing Works	DERS	0460-1040-0002	237,213	237,213	237,213		Works completed. Funded TIDS \$118,606 R2R \$118,606 - Gravel and Sealing works
Burke Street - reseal	DERS	0460-1040-0009	70,518	484,596	484,596	-	Works to commence in May 2021. R2R \$453,756 TIDS \$30,840
Nelia/Bunda Road Reseal	DERS	0460-1040-0025	451,108	451,108			Works Completed TIDS \$225,554 R2R \$225,554
Punchbowl Road Reseal	DERS	0460-1040-0026	452,810	452,810			Works Completed TIDS \$200k R2R \$252,810
Combo Waterhole Intersection Project	DERS	0460-1040-0020	158,869	448,000	448,000	19,047	Intersection Upgrade, Landscaping. Combo Water hole and Landsborough highway. Works to commence in May 2021. Allocated \$2.5m in 2019/20, expended \$2,051,343.05 therefore \$448,656.95 available in 2020/21
Road Upgrade STP to Dog Pound	DERS	0460-1040-0021	6,060	6,060	6,060		Project Complete. Funding under LRCIP
Julia Creek Refuse Tip Road Upgrade	DERS	0460-1040-0022	16,590	16,532	16,532		Project Complete. Funding under LRCIP
Gravel Pits	DERS	0430-1100-0000	4,750	50,000			Survey of Gravel Pits, Geo tech for testing of gravel.
Upgrade Bunda Pelham Road	DERS	0460-1040-0023	-	237,762	216,384		LRCIP funding
McIntyre Park Walking Path	DERS	0430-2610-0005	45	5,000	5,000		Works completed. LRCIP
	DERS	0460-1040-0024	91,305	190,000	190,000	124,412	Works to commence May 2021. LRCIP
2019 DRFA Works	DERS	1000-various	16,449,456	19,716,650	19,716,650	4,077,383	Works ongoing and set to be completed June 2021
2020 DRFA Works	DERS	1000-various	884,601	1,042,625	1,042,625	1,254,959	Works progressing
Betterment Project - Gilliat/McKinlay Rd	DERS	0460-1060-0001	2,059,068	2,056,508	2,000,000		Works completed.
TOTAL ROADS			20,882,394	25,394,864	24,363,060		

			Actuals	2020/21 Budget	Grants/Other	Committed Costs	Comments
Wastewater							
Julia Creek Sewer Fencing Irrigation Area	DERS	0480-1900-0007	45,391	50,000	50,000	51	W4Q funding. Requirement from the QLD department of Environment and Science. Standard man proof fence for 3.9hec, approx 800m. Both fencing and irrigation works have been completed
Airport Septic or AWWSTP	DERS	0480-1900-0001	20,860	20,860	20,860		Works completed. W4Q funding. Replace the septic system with a new 1800 litre tank, design and install a new disposal bed
Sewer Treatment Plant Upgrae	DERS	0480-1900-0004	15,150	15,150			Retention payment completed
Sewer Sub Main - Julia Street	DERS	480-1900-0008	72,418	72,418	72,418		Work completed. W4Q funding. Connect 3 existing properties to the sewer line. Approx 50m long including 3 house connections.
Hickman Street Pump Station Upgrade	DERS	480-1900-0009	974,371	1,002,540	1,000,000	-	Works complete. Upgrade to be funded through Drought Communities Programme, 50% of funding to be received in 2019/20 and 50% 2020/21
Julia Creek Manhole Sewer Replacement Lids - Stage 3	DERS	480-1900-0006	25,868	30,000	30,000	51	W4Q funding. Requirement from QLD Department of Environment and Science. Intended to stop stormwater intrusion.
TOTAL WASTEWATER			1,154,057	1,190,968	1,173,278		

			Actuals	2020/21 Budget	Grants/Other	Committed Costs	Comments
Water							
Julia Creek Water - New Bore	DERS	0470-1800-0003	544,262	575,000	350,000	89,610	Installation of a new primary water bore located at the Lions Park Julia Creek, includes all interconnections and headworks. New bore completed and commissioning completed. Civic Bore refurbishment works variation approved.
Water Tower Renewal	DERS	0470-1800-0004	896,322	906,501	868,000	-	Works Completed. \$868,000 for contract plus contingency \$173,600 (20% of contract that includes consultancy). Funding \$700k W4Q plus \$168k funding for stage 2 W4Q 20/21
Julia Creek Water Main Backflow Prevention	DERS	0470-1800-0001	50,360	50,000	50,000		Works Completed. W4Q funding. Part of the action plan agreed with QLD Department of Environment and Science. Require for ongoing operations. Install a dual check valve in front of each property in Julia Creek

Julia Creek Secondary Water Supply - Southern side Julia Creek	DERS	0470-1800-0006	6,899	30,000	30,000	W4Q funding. New 90mm water main to southern side property.
McKinlay Water Telemetry	DERS	0470-1810-0001	163	-	-	W4Q funding. Intended to monitor water tank levels and alert with alarms. Reallocated the \$30k to Caravan Park W4Q projects
McKinlay Bore pipework replacement	DERS	0470-1810-0002	33,374	40,000	40,000	Works completed. W4Q funding. Replace rusting existing pipeworks between the tanks and, bores and water mains with new stainless steel type to ensure water quality. Length is approx 150m, width 150mm approx.
Kynuna Water Upgrades	DERS	0470-1820-0001	18,147	20,000		Finalise connections for the new water tank on the ground
Kynuna Water Tower Ladder Reinstatement	DERS	0470-1820-0002	4,545	5,000		Repair the old tower.
TOTAL WATER			1,554,073	1,626,501	1,338,000	

Transport	PM		Actuals	2020/21 Budget	Grants/Other	Committed Costs	Comments
Julia Creek Airport - Shed	DERS	0430-1300-0006	-	20,000			Project in conjunction with Fuel Pod project
Julia Creek Airport - Fuel Pods	DERS	0430-1300-0007	63,993	119,984	119,984	-	Funded through the Cat C FNQ & NQ Monsoon Trough Flexible Funding Program Need to finalise exact scope of works
TOTAL TRANSPORT			63,993	139,984	119,984		

Other	PM		Actuals	2020/21 Budget	Grants/Other	Committed Costs	Comments
Plant & Vehicle Replacement	DERS	0440-4500-0001	311,171	737,000		140,945	As per Plant Replacement Program
TOTAL OTHER			311,171	737,000	-		

Environmental Management	PM	Job Cost	Actuals	2020/21 Budget	Grants/Other	Committed Costs	Comments
Reserve Water Upgrade and Poly Tanks	DERS						
Kynuna Reserve	DERS	0430-3300-0016	18,888	37,100		-	Rollover from 2019-20
Reserve Fencing							
Gilliat Common	DERS	0430-3300-0003	31,061	49,386			
Kynuna Racecourse Pdk Fencing	DERS	0430-3300-0013	4,885	4,885			Completed
Pasturage Reserve 2 Fencing	DERS	0430-3300-0004	11,311	16,771			
TOTAL ENVIRONMENT MANAGEMENT			\$ 66,144	108,142	\$ -		

Community Services & Facilities	PM	Job Cost	Actuals	2020/21 Budget	Grants/Other	Committed Costs	Comments
Buildings & Other Structures							
Artesian Bath Restoration	DCCS	0430-2290-0002	55,336	40,000.00	40,000		W4Q funding. Staged project, to renew fittings in bath houses. Budget for all four water tank bathhouses. Works fully completed late April.
Caravan Park replacement shed and concrete pad	DERS	0420-2600-0002	2,222	20,000.00			Slab down and kit shed on site, works to commence May 2021.
Caravan Park - Extension Veranda dongas	DCCS	0420-2150-0	65,431	60,000.00	30,000	-	Extend veranda on dongas to protect from weather. W4Q funding MAL Engineers have prepared design drawings and distributed RFQ to contractors with 2 quotes received both exceeding set budget. Works completed. Increase budget of \$30k from McKinlay Water Telemetry W4Q funding. Upgrade of light and power supply poles. MAL Engineers have sent out and received RFQ. Works awarded and commenced. Further investigation found additional works required in other areas of park, variation approved and works now complete.
Caravan Park - Replacement of light poles, power supply	DCCS	0430-2150-0000	48,895	50,000.00	50,000	-	Project complete
Carport Bus & Hearse	DERS	0420-4100-0006	8,841	18,000.00			
Smart Hub	DCCS	0420-2190-Items	301,606	320,000.00	288,564		Based on total project budget of \$1,155,277 Funding comprised of BOR \$523,750, ARIP \$66814
McKinlay SES Project	DERS	0420-2760-0000	11,860	41,808.00			Includes \$15k for McKinlay Stand Pipe
John McKinlay Statue	DCCS	0430-3120-0000	-	5,000.00			Industrial Laser Cutting

Childrens Community Hub - Design	DCCS	0420-2530-0000	134,935	135,000.00	135,000		Detailed Design of Community Childrens Hub. Carryover. Vabasis engaged as consultant, concept design completed. Fully Funded through MIPP2 program
Early Learning Centre - Softfall	DCCS	0420-2600-0003	12,272	12,272.00	12,272		LRCIP funding. Replace softfall in Western yard. Works Completed
JC Community Precinct	DCCS	0430-2010-0002	11,297	11,297.00			
Father Bill Busuttin Centre Repairs	DERS	0420-3820-0000	29,154	30,000.00	30,000	-	LRCIP funding. Roof re-sheeting and painting. Works awarded and to be completed in conjunction with 33 Byrne refurb (plasterers scheduled to do both jobs)
Visitor Information Centre adjustable Stumps	DERS	0420-2130-0000	6,156	15,000.00			Completed
Visitor Information Centre Shade Structure	DCCS	0430-2130-0000	13,865	15,600.00	15,600	30,470	LRCIP funding \$7800 plus Insurance \$7800. Insurance replacement to be completed April
Visitor Information Centre Shade Structure - Big sail		0430-2130-0000		30,168.18			Insurance claim - first shipment of signs (for VIC, RV Camp and Dunnart Billboards) has arrived and being installed 6/5/21. Need to finalise remaining design proofs and confirm order for other committed funds.
Tourism Signage Renewal	DCCS	0430-2291-0000	33,320	50,000.00	50,000	-	Need to finalise remaining design proofs and confirm order. State
New Tourism Interpretive Signage	DCCS	0430-2292-0000		31,250.00	31,250	31,241	Development funding.
Swimming Pool - Landscaping and Irrigation	DCCS	0430-3755-0000	40,558	40,558.00	40,558		Completed LRCIP funding.
Land Purchase - Community Venue	DCCS	0410-2000-0003	-	30,000.00			\$80k in total (originally proposed as a 3 year project, Yr1 \$30k, Yr2 \$30k, Yr3 \$20k)
Julia Creek Water Tower Changeable Light Project	DCCS	0470-2280-0000	39,019	69,223.00	69,223		Program. Works have been awarded to local contractor with completion expected week ending 23 April.
Daren Ginns Gym Extension	DCCS	0420-2620-0000	10,459	14,000.00	14,000	3,089	\$150,000 grant funding
Kev Bannah Oval Shade sails		0430-2630-0000		5,704.55		5,762	Insurance claim
Old HACC eaves and ceiling		0420-2740-0000	12,288				

TOTAL COMMUNITY BUILDINGS & OTHER STRUCTURES

825,227 1,044,881 806,467

Parks & Gardens			Actuals	2020/21 Budget	Grants/Other	Committed Costs	Comments
McKinlay Tennis Courts	DCCS	0430-2680-0000	1,682	1,682	1,682		Flood Recovery Funding \$96,060
McIntyre Park Improvement Program	DCCS	0430-2610-0004	105,562	291,637	291,637	18,422	Flood Recovery Funding \$378,046
Grandstand at Kev Bannah Oval	DERS	0420-2600-0008	2,336	10,000	10,000		LRCIP funding. Progressing with manufacturing of poles currently underway. Replacement of shade structure
McKinlay Centenary Park Shade Structure	DERS	0430-2700-0004	-	15,000			LRCIP funding
Dog Park Beautification	DERS	0430-2700-0001		6,000	6,000		
Bike Safety Park Beautification	DERS	0430-2690-0000		5,000	5,000		
McIntyre Park Shade Sails	DERS	0430-2610-0006	27,621	30,000	30,000		LRCIP funding. Works completed
McIntyre Park repair light pole		0430-2610-2	8,542	15,118			Insurance claim
Funeral Equipment	DCCS	0440-3400-0000	4,871	5,300		4,871	Equipment Purchased and in JC
Julia Creek Cemetery - Irrigation Upgrade Stage 2	DERS	0430-2700-0005	95,603	53,500	53,500		Works completed. LRCIP funding.
TOTAL PARKS & GARDENS			246,216	433,237	397,819		

Council Housing			Actuals	2020/21 Budget	Grants/Other	Committed Costs	Comments
3 Coyne Street, Julia Creek	DERS	0420-2610-0005	13,175	13,175		51	Project Completed. Bathroom renovations, rolling over from 19/20.
Airport Residence Bathroom	DERS	0420-2610-0011	1,123	1,123			Project completed.
8 Byrne Street - Bathroom	DERS	0420-2610-0002	-	20,000		29,889	Bathroom renovations. Order issued for works
Council Housing Netterfield St- Fencing	DERS	0420-3810-0004	13,977	45,000.00		26,426	
New Housing - 71 Coyne Street	DERS	0420-2610-0006	313,263	310,721.00		20,848	W4Q COVID \$310,7210 \$50k Council
Land Purchase Coyne Street	DERS	0410-2000-0007	12,105	15,000.00			Completed Order issued. Full house renovation, new kitchen, new bathroom, new floor, wall repairs, new aircons. \$50k W4Q
33 Byrne Street Renovations	DERS	0420-2610-0003	67,560	125,000	50,000	53,188	
TOTAL COUNCIL HOUSING			421,203	530,019	50,000		

Corporate Services PM Job Cost Actuals 2020/21 Budget Grants/Other Committed Costs Comments

Buildings & Other Structures

McKinlay Depot Fence	DERS	0420-4100-0001	27,789	42,000	42,000	4,545	Works awarded awaiting installation timeframe. W4Q funding. 277m of fencing.
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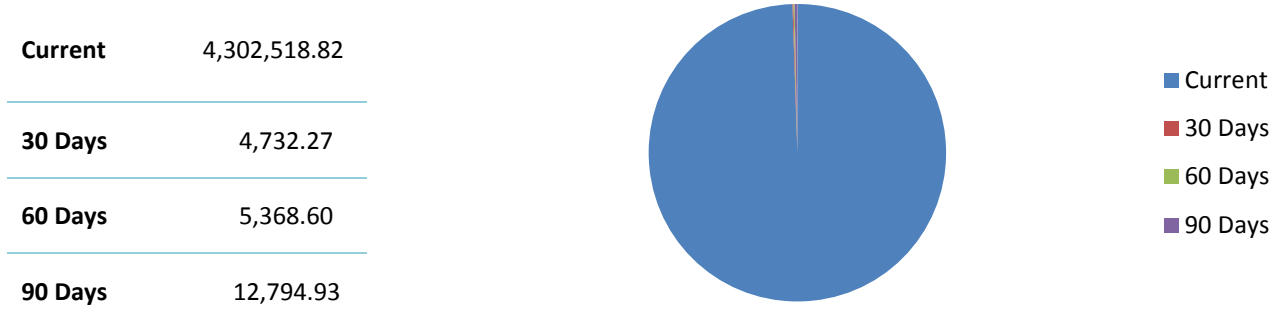
McKinlay Depot Carport	DERS	0420-4100-0002	10,594	16,000	16,000	-	Works awarded awaiting installation timeframe. W4Q funding Store Tractor and vehicles
Purchase Land around Julia Creek STP	DERS	0410-2000-0006	21,670	50,000			Procurement of land in progress. Deposit made and extension of time granted until 21/22 FY to address Native Title. It is a regulatory requirement of inconsistent use.
Workshop Pit 6m Pre Fab	DERS	0420-4100-0005	-	120,000			Quotes requested
Julia Creek Refuse Tip Pads	DERS	0430-3110-0003	16,576	20,400			Works completed - 5 pads x 400sqm
Purchase Land - Kynuna SES	DERS	0410-2000-0008	5,496	25,000		4,925	In progress, offer expected end of April
Purchase Land - Kynuna Rodeo & Sporting Grounds	DERS	0410-2000-0009	1,880	25,000		5,000	In progress, offer expected end of April
Purchase Land - Kynuna Refuse facility	DERS	0410-2000-0004	14,451	20,000		1,000	Procurement of land in progress, deposit to be made mid April. It is a regulatory requirement of inconsistent use.
ELC New Air Conditioning	DCCS	0420-2531-0000	11,924	11,924		7,986	Works completed. Insurance Claim
Purchase Land surrounding McKinlay Refuse	DERS	0410-2000-0005	-	20,000			Procurement of land in progress anticipate to receive an offer end of April. It is a regulatory requirement of inconsistent use.
TOTAL CORPORATE BUILDINGS & OTHER STRUCTURES			110,380	350,324		65,986	

Other			Actuals	2020/21 Budget	Grants/Other	Committed Costs	Comments
Office Equipment - Replacement of furniture, IT equipment, software and other	DCCS	7180-4100-0002	1,465	25,000		1,500	Quote received for new photocopier
Flood Warning Infrastructure Network Project	DCCS	0430-2760-0000	-	205,000	205,000		Fully funded through DRFA Cat D
TOTAL OTHER			\$ 1,465	230,000	205,000.00		

Economic Development	PM	Job Cost	Actuals	2020/21 Budget	Grants/Other	Committed Costs	Comments
Julia Creek Dip & Yards Facility	DCCS	0430-3235-0002	63,773	412,000	206,000		DAF funding
Livestock Facility Amenity Upgrade	DERS	0430-3235-0001	21,878	21,878			Project completed
Livestock Facility Shade Sails		0430-3235-0003		7,164		7,235	Insurance claim
Purchase Land - Sale Yards	CEO	0410-2000-0002	-	100,000			Purchase of Aurizon Land. Original Budget as set at mid year review was \$150,000 however April Special meeting \$50,000 transferred to New Housing 71 Coyne Street
Tourism AV Project	DCCS	0430-2293-0000	279	46,000	30,000		Installation of equipment scheduled to take place in late May
TOTAL ECONOMIC DEVELOPMENT			85,929	587,042	236,000		
TOTAL			25,722,252	32,372,961	28,755,594		
					\$ 3,617,367		



Outstanding Debtors



Comments:

Overall for the month June the focus for the corporate team has been to fine tune processes particularly around debtor management and creditor processing. The debt recovery process is now ensuring verbal communication and updating system details to assist with prompt payment and developing relationships with community. Due to staff movements we engaged an external contractor to assist with creditor processing, EOFY process and Rates training. EOFY for the most part was successfully completed with all hands on deck to close out. We are currently recruiting for an Admin Officer to manage reception and assist with light finance tasks.

Consultation:

- Director of Corporate & Community Services

Legal Implications:

Nil

Policy Implications:

Debtor Policy

Financial and Resource Implications:

Nil

InfoXpert Document ID:

119216



**Please refer to separate copy of
2021-2022 Budget for all
attachments referred to in the
following Corporate Services
Reports.**



Ordinary Meeting of Council Tuesday 20 July 2021

8.2 Subject: Debt Policy Review 2021-2022

Attachments: 8.1.1 2021-2022 Debt Policy Version 1 – 2021-2022 Budget Pg. 6 (*InfoXpert ID: 119205*)

Author: Director Corporate & Community Services

Date: 13 July 2021

Executive Summary:

In accordance with *Section 192 of the Local Government Regulations 2012*, Council must prepare a Debt Policy for each financial year.

The 2021-2022 Debt Policy Version 1 has been prepared in accordance with relevant legislation and Council's current debt position and is presented for Council's consideration.

Recommendation:

That Council adopt the 2021-2022 Debt Policy Version 1 as presented.

Background:

A review of the current Debt Policy was completed in accordance with the relevant legislation and current Council practices. Minor amendments have been made.

Consultation:

Director of Corporate and Community Services

Legal Implications:

Local Government Act 2009 Section 104 (5) (c)(ii) states that:

The system of financial management established by a local government must include – the following financial policies of the local government – debt policy

Local Government Regulation 2012 Section 192 provides:

A local government must prepare and adopt a debt policy for financial year. The debt policy must state – the new borrowings planned for the current financial year and the next 9 financial years; and the period over which the local government plans to repay existing and new borrowings.

Policy Implications:

This will revoke the 2020-2021 Debt Policy Version 1, subsequent to the 2021-2022 Debt Policy Version 1 adoption.

Financial and Resource Implications:

Nil

InfoXpert Document ID:

119188



Ordinary Meeting of Council Day Tuesday 20 July 2021

8.3 Subject: Investment Policy Review 2021-2022

Attachments: 8.1.1 2021-2022 Investment Policy Version 1 – 2021-2022 Budget Pg. 9 (*Infoxpert ID: 119205*)

Author: Director Corporate & Community Services

Date: 13 July 2021

Executive Summary:

In accordance with *Section 191 of the Local Government Regulations 2012*, Council must prepare and adopt an investment policy.

The 2021-2022 Investment Policy Version 1 has been prepared in accordance with relevant legislation and is presented for Councils consideration.

Recommendation:

That Council adopt the 2021-2022 Investment Policy Version 1 as presented.

Background:

A review of the 2020-2021 Investment Policy was completed in accordance with the relevant legislation and current Council practices. Minor amendments have been made to reflect the current financial year.

Consultation:

Director of Corporate and Community Services

Legal Implications:

Local Government Act 2009 – Section 104 (5)(c)(i) states that:

The system of financial management established by a local government must include – the following financial policies of the local government – Investment policy.

Local Government Regulation 2012 – Section 191 provides:

A local government must prepare and adopt an investment policy. The investment policy must outline – the local government’s investment objectives and overall risk philosophy; and procedures for achieving the goals related to investment stated in the policy.

Policy Implications:

This will revoke the 2020-2021 Investment Policy Version 1, subsequent to the 2021-2022 Investment Policy Version 1 adoption.

Financial and Resource Implications:

Nil

InfoXpert Document ID:

119189



8.4 Subject: Procurement Policy Review 2021-2022

Attachments: 8.1.1 2021-2022 Procurement Policy Version 1 – 2021-2022 Budget Pg. 12 (Infoxpert ID: 119205)

Author: Corporate Services Team Leader

Date: 13 July 2021

Executive Summary:

In accordance with *Section 198 of the Local Government Regulations 2012*, Council must prepare and adopt a procurement policy.

The 2021-2022 Procurement Policy Version 1 has been prepared in accordance with relevant legislation and is presented for Councils consideration.

Recommendation:

That Council adopt the 2021-2022 Procurement Policy Version 1 as presented.

Background:

A review of the 2020-2021 Procurement Policy was completed in accordance with the relevant legislation and current Council practices. Minor amendments have been made to reflect the current financial year.

Consultation:

- Director of Corporate and Community Services

Legal Implications:

Local Government Act 2009 – Section 198 states that:

A local government must prepare and adopt a policy about procurement (a procurement policy). The procurement policy must include details of the principles, including the sound contracting principles that the local government will apply in the financial year for purchasing goods and services. A local government must review its procurement policy annually.

Policy Implications:

This will revoke the 2020-2021 Procurement Policy Version 1, subsequent to the 2021-2022 Procurement Policy Version 1 adoption.

Financial and Resource Implications:

Nil

InfoXpert Document ID:

119190



8.5 Subject: Fees and Charges Schedule 2021-2022

Attachments: 8.1.1 Fees and Charges Schedule 2021-2022 – 2021-2022 Budget Pg. 19 (InfoXpert ID: 119205)

Author: Director Corporate and Community Services

Date: 13 July 2021

Executive Summary:

Presenting to Council the proposed Fees and Charges Schedule for the financial year 2021-2022.

The schedule contains fees and charges relating to all other services provided by Council.

Recommendation:

That Council adopts the proposed Fees and Charges Schedule 2021-2022 Version 1 as presented.

Background:

Council's Fees and Charges Schedule has been reviewed and updated to reflect the current goods and services that Council provides. To ensure that Council costs are recouped for these goods and services, a 2.5% rounded up/down increase has been proposed. Some fees have remained the same; Caravan Park, Swimming Pool, Administration, Library sales and Early Learning Centre fees.

Consultation:

- Director of Corporate & Community Services
- Environmental and Regulatory Services Team Leader
- Corporate Services Team Leader
- Community Services Team Leader
- Shire Ranger

Legal Implications:

Nil

Policy Implications:

Schedule implication – This will revoke the Fees and Charges Schedule 2020-2021 subsequent to the Fees and Charges Schedule 2021-2022 Version 1 adoption.

Financial and Resource Implications:

Nil

InfoXpert Document ID:

119191



Ordinary Meeting of Council Tuesday 20 July 2021

8.6 Subject: Revenue Statement Review 2021-2022

Attachments: 8.1.1 2021-2022 Revenue Statement Version 1 – 2021-2022 Budget Pg. 31 (Infoxpert ID: 119205)

Author: Director of Corporate and Community Services

Date: 13 July 2021

Executive Summary:

In accordance with *Section 172 of the Local Government Regulations 2012*, Council must prepare a revenue statement for each financial year.

The 2021-2022 Revenue Statement Version 1 has been prepared in accordance with relevant legislation and is presented for Councils consideration.

Recommendation:

That Council adopt the 2021-2022 Revenue Statement Version 1 as presented.

Background:

A review of the 2020-2021 Revenue Statement Version 1 was completed. Minor amendments have been made to reflect the financial year that the policy is to relate and to add detail to cover all requirements identified in section 193 of the *Local Government Regulation 2012*.

Amendments made:

- Section 3.3 Differential General Rate and Minimum General Rate's have increased
- Section 4.1 Water Charges have increased and Additional Water Charges reviewed
- Section 4.2 Sewerage Charges have increased
- Section 4.3 Waste Management Charges have increased
- Section 6 Interest on overdue charges rate has decreased to 8.0% as per section 133 of the Local Government Regulation 2012

Consultation:

- Corporate Services Team Leader
- Chief Executive Officer

Legal Implications:

Local Government Act 2009 Section 104 (5) (a)(iv) states that:

The system of financial management established by a local government must include – the following financial policies of the local government – revenue statement

Local Government Regulation 2012 Section 172 requires:



Ordinary Meeting of Council Tuesday 20 July 2021

(1) The revenue statement must state -

- (a) If Council levies differential general rates –
 - (i) the rating categories of rateable land;*
 - (ii) a description of each rating category; and**
- (b) If Council levies special rates or charges for a joint government activity – a summary of the terms of the joint government activity; and*
- (c) If Council fixes a cost-recovery fee – the criteria used to decide the amount of the cost-recovery fee; and*
- (d) If Council conducts a business activity on a commercial basis – the criteria used to decide the amount of the charges for the activity's goods and services.*

(2) Also, the revenue statement for the financial year must include the following information for the financial year -

- (a) An outline and explanation of the measure that the Council has adopted for raising revenue, including an outline and explanation of –
 - (i) the rates and charges to be levied in the financial year;*
 - (ii) the concessions for rates and charges to be granted in the financial year;**
- (b) Whether Council has made a resolution limiting an increase of rates and charges*

Policy Implications:

This will revoke the 2020-2021 Revenue Statement Version 1, subsequent to the 2021-2022 Revenue Statement Version 1 adoption.

Financial and Resource Implications:

Nil

InfoXpert Document ID:

119192



8.7 Subject: 2021-2022 Budget and Rating
Attachments: 8.1.1 Budget 2021-2022 (*Infoxpert ID: 119205*)
Author: Director Corporate & Community Services
Date: 13 July 2021

Executive Summary:

A local government is required to adopt its budget for a financial year after 31 May in the year before the financial year but before 1 August in the financial year. Councillors and Operational staff have met at a series of budget workshops over the past two months for the purpose of preparing a budget for the 2021-2022 financial year.

DIFFERENTIAL GENERAL RATES

RECOMMENDATION

- a) Pursuant to section 81 of the *Local Government Regulation 2012*, the categories in to which rateable land is categorised, the description of those categories and, pursuant to sections 81(4) and 81(5) of the *Local Government Regulation 2012*, the method by which land is to be identified and included in its appropriate category is as follows:

Differential Rate Category	Description	Identification
1. Residential – Julia Creek < 2 ha	Land, located within the town of Julia Creek, having an area of less than 2 hectares, which is used, or intended to be used, for residential purposes.	As determined by the CEO
2. Residential – Other < 2 ha	Land, located within the towns of McKinlay, Kynuna and Nelia, having an area of less than 2 hectares, which is used, or intended to be used, for residential purposes.	As determined by the CEO
3. Residential – Julia Creek > 2 ha	Land, located within the town of Julia Creek, having an area of 2 hectares or more, which is used, or intended to be used, for residential purposes.	As determined by the CEO
4. Residential – Other > 2 ha	Land, located in the towns of McKinlay, Kynuna and Nelia, having an area of 2 hectares or more, which is used, or intended to be used, for residential purposes.	As determined by the CEO
5. Commercial/Industrial – Julia Creek	Land, located within the town of Julia Creek, which is used, or intended to be used, for commercial and/or industrial purposes.	As determined by the CEO
6. Commercial/Industrial	- Land, located within the towns of	As determined by



Other	McKinlay, Kynuna and Nelia, which is used, or intended to be used, for commercial and/or industrial purposes.	the CEO
7. Rural	Land used, or intended to be used, for rural purposes.	As determined by the CEO
8. Special Uses / Community Purposes	Land which is used for community purposes.	As determined by the CEO
9. Open Space & Recreation	Land which is used for recreation	As determined by the CEO
10. Mine – Not in Production	Land which is a mining lease held under the <i>Mineral Resources Act</i> , which forms part of a mine which is not operational.	As determined by the CEO
11. Mine – In Production	Land which is a mining lease held under the <i>Mineral Resources Act</i> , which forms part of a mine which is operational.	As determined by the CEO
12. Residential – Other – 0-50 units	Land located within an urban area and set aside for residential development irrespective of size, configured to accommodate workers (a workers village) off site of specific projects which would otherwise impact the liveability of workers.	As determined by the CEO
13. Residential – Other – 51 - 100 units	Land located within an urban area and set aside for residential development irrespective of size, configured to accommodate workers (a workers village) off site of specific projects which would otherwise impact the liveability of workers.	As determined by the CEO
14. Residential – Other	Land located within an urban area and set aside for residential development irrespective of size, configured to accommodate workers (a workers village) off site of specific projects which would otherwise impact the liveability of workers.	As determined by the CEO

- b) Council delegates to the Chief Executive Officer the power, pursuant to sections 81(4) and 81(5) of the *Local Government Regulation 2012*, to identify the rating category to which each parcel of rateable land belongs.
- c) Pursuant to section 94 of the *Local Government Act 2009* and section 80 of the *Local Government Regulation 2012*, the differential general rate to be made and levied for each differential general rate category and, pursuant to section 77 of the *Local Government Regulation 2012*, the minimum general rate to be made and levied for each differential general rate category, is as follows:



Ordinary Meeting of Council Tuesday 20 July 2021

Category	Rate in \$ (Cents) per levy	Minimum (\$)
1. Residential – Julia Creek < 2 ha	3.178¢	173.76
2. Residential – Other < 2 ha	3.485¢	203.63
3. Residential – Julia Creek > 2 ha	1.886¢	173.76
4. Residential – Other > 2ha	6.458¢	203.63
5. Commercial/Industrial – Julia Creek	2.47¢	173.76
6. Commercial/Industrial - Other	0.482¢	195.35
7. Rural	0.451¢	173.76
8. Special Uses / Community Purposes	2.737¢	173.76
9. Open Space & Recreation	5.197¢	173.76
10. Mine – Not in Production	10.353¢	192.35
11. Mine – In Production	27.47¢	199.62
12. Residential – Other – Workers Accommodation 0-50 units	7.543¢	9455.63
13. Residential – Other – Workers Accommodation 51-100 units	11.231¢	14078.38
14. Residential – Other – Workers Accommodation > 100 units	16.337¢	20478.78

SEWERAGE UTILITY CHARGES

RECOMMENDATION

- (a) Pursuant to section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, Council make and levy sewerage utility charges, for the supply of sewerage services by the Council, as follows:

Sewerage Charges		
	Per Half Yearly Levy Charge (\$)	Annual Charge (\$)
First Pedestal	\$247.57	\$495.14
Additional Pedestal	\$155.84	\$311.68

- (b) The above levied sewerage utility charges be applied as further detailed in section 5.2 of the 2021-2022 Revenue Statement.



WATER UTILITY CHARGES

RECOMMENDATION

- (a) Pursuant to section 94 of the *Local Government Act 2009* and sections 99 and 101 of the *Local Government Regulation 2012*, Council make and levy water utility charges, for the supply of water services by the Council, as follows:

Access Charge		
	Per Half Yearly Levy Charge (\$)	Annual Charge (\$)
Julia Creek	\$120.79	\$241.58
Kynuna and McKinlay	\$41.74	\$83.46
Nelia	\$21.85	\$43.71
Gilliat	\$22.58	\$45.16

Consumption Charge		
	Per Half Yearly Levy Charge per Unit (\$)	Annual Charge per Unit (\$)
Julia Creek	\$17.14	\$34.27
Kynuna and McKinlay	\$20.88	\$41.75
Nelia	\$10.93	\$21.85
Gilliat	\$11.29	\$22.59
Extra Water (for specifically identified assessments)	\$1.59	\$3.17

- (b) The above levied water utility charges be applied as further detailed in section 5.1 of the 2021-2022 Revenue Statement.

WASTE MANGEMENT UTILITY CHARGES

RECOMMENDATION

Pursuant to section 94 of the *Local Government Act 2009* and section 99 of the *Local Government Regulation 2012*, Council make and levy waste management utility charges, for the supply of waste management services by the Council, as follows:

Council provides waste management services to properties in the towns of Julia Creek, Kynuna, McKinlay and Nelia. For properties in Julia Creek, the Council provides landfill services and a kerbside refuse collection service. For properties in the other towns a landfill service is provided only.



For the financial year, Council resolves to levy:-

- a utility charge for the provision of landfill facilities on all assessments within Julia Creek, Kynuna, McKinlay and Nelia ("**the Waste Facilities Charge**"); and
- a utility charge for the provision of a kerbside refuse collection service on all assessments in Julia Creek, irrespective of whether the service is actually used by the ratepayer ("**the Waste Collection Charge**").

For the financial year, Council resolves that the charges shall be as follows:

Waste Facilities Charge		
	Per Half Yearly Levy Charge (\$)	Annual Charge (\$)
Julia Creek	\$71.23	\$142.46
Kynuna, McKinlay and Nelia	\$18.25	\$36.50

Waste Collection Charge		
	Per Half Yearly Levy Charge (\$)	Annual Charge (\$)
First 240-litre wheelie bin service	\$89.30	\$178.61
Each additional 240-litre wheelie bin service	\$107.65	\$215.29

DISCOUNT

RECOMMENDATION

Pursuant to section 130 of the *Local Government Regulation 2012*, the differential general rates/sewerage utility charges/water utility charges/waste management utility charges made and levied shall be subject to a discount of 10% if paid within the discount period of 30 clear days of the date of issue of the rate notice provided that:

- all of the aforementioned rates and charges are paid within 30 clear days of the date of issue of the rate notice;
- all other rates and charges appearing on the rate notice (that are not subject to a discount) are paid within 30 clear days after the date of issue of the rate notice; and
- all other overdue rates and charges relating to the rateable assessment are paid within 30 clear days of the date of issue of the rate notice.



INTEREST

RECOMMENDATION

Pursuant to section 133 of the *Local Government Regulation 2012*, compound interest on daily rests at the rate of eight percent (8.0%) per annum is to be charged on all overdue rates or charges.

LEVY AND PAYMENT

RECOMMENDATION

- a) Pursuant to section 107 of the *Local Government Regulation 2012* and section 114 of the *Fire and Emergency Services Act 1990*, Council's rates and charges, and the State Government's Emergency Management, Fire and Rescue Levy be levied:
- for half year 1 July 2021 to 31 December 2021 – in August/September 2021; and
 - for the half year 1 January 2022 to 30 June 2022 – in February/March 2022.
- b) Pursuant to section 118 of the *Local Government Regulation 2012*, that Council's rates and charges, and the State Government's Emergency Management, Fire and Rescue Levy, be paid within 30 clear days of the date of the issue of the rate notice.

PAYING RATES OR CHARGES BY INSTALMENTS

RECOMMENDATION

Pursuant to section 129 of the *Local Government Regulation 2012*, all rates and charges are payable by four equal instalments on 1 August 2021, 1 November 2021, 1 February 2022 and 1 May 2022. Interest will not be charged on the overdue rates or charges if the instalments are paid when due.

RATES CONCESSIONS

RECOMMENDATION

Pursuant to sections 120, 121 and 122 of the *Local Government Regulation 2012*, a rebate of the differential general rate categories 1, 2 and 3 where the owner of land qualifies for the State Government Pensioner Rate Remission Scheme be granted a concession equal to 55% of the total rates and charges payable.

STATEMENT OF ESTIMATED FINANCIAL POSITION

RECOMMENDATION



Ordinary Meeting of Council Tuesday 20 July 2021

Pursuant to section 205 of the *Local Government Regulation 2012*, the statement of the financial operations and financial position of the Council in respect of the previous financial year (“the Statement of Estimated Financial Position”) be received and its contents noted.

ADOPTION OF BUDGET

RECOMMENDATION

Pursuant to section 94 of the *Local Government Act 2009* and sections 169 and 170 of the *Local Government Regulation 2012*, Council’s Budget for the 2021/2022 financial year, incorporating:

- i. The statements of financial position;
 - ii. The statements of cash flow;
 - iii. The statements of income and expenditure;
 - iv. The statements of changes in equity;
 - v. The long-term financial forecast;
 - vi. The revenue statement
 - vii. The revenue policy (adopted by Council resolution on 15 June 2021);
 - viii. The relevant measures of financial sustainability; and
 - ix. The total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget
 - x. Capital Works Program for 2021/2022 financial year.
- as tabled, be adopted.

Background:

Councillors and Operational staff have met at budget workshops over the past two months for the purpose of preparing a budget for the 2021-2022 financial year.

- First budget workshop – 1st June 2021

Consultation: (internal/External)

- Mayor and Councillors
- Chief Executive Officer
- Director of Corporate and Community Services

Legal Implications:

Local Government Act 2009 – Section 94 states that:

- 1) Each local government –
 - a) Must levy general rates on all rateable land within the local government area; and
 - b) May levy –
 - i. Special rates and charges; and
 - ii. Utility charges; and



Ordinary Meeting of Council Tuesday 20 July 2021

- iii. Separate rates and charges.
- 2) A local government must decide, by resolution at the local government's budget meeting for a financial year, what rates and charges are to be levied for that financial year.

Policy Implications:

Nil

Financial and Resource Implications:

Nil

InfoXpert Document ID:

119193



Ordinary Meeting of Council Tuesday 20 July 2021

8.8 Subject: Operational Plan 2021-2022

Attachments: 8.1.1 2021-2022 Operational Plan Version 1 – 2021-2022 Budget Pg. 89 (*Infoxpert ID: 119205*)

Author: Director Corporate & Community Services

Date: 13 July 2021

Executive Summary:

In accordance with *Section 174 of the Local Government Regulations 2012*, Council must prepare and adopt an annual operational plan for each financial year.

The annual Operational Plan 2021-2022 is reflective of the proposed budget and associated programs.

Recommendation:

That Council adopts the 2021-2022 Operational Plan version 1 as presented.

Background:

An annual Operational Plan is required to be developed each financial year. The plan must be consistent with the local government's annual budget and state how the local government will progress the implementation of the corporate plan.

Consultation:

- Chief Executive Officer
- Director Corporate & Community Services
- Director Engineering, Environment & Regulatory Services
- Corporate Services Team Leader

Legal Implications:

Local Government Regulation 2012 – Section 174 and 175

Policy Implications:

Nil

Financial and Resource Implications:

Nil

InfoXpert Document ID:

119194



9.0 CHIEF EXECUTIVE OFFICER



Ordinary Meeting of Council Tuesday 20 July 2021

9.1 Subject: Chief Executive Officer's Report
Attachments: 9.1.1 Draft Tender Documents for the Sale of T&CC Building and Land (Infoxpert ID: 119221)
9.1.2 Register of Interests Notes (Infoxpert ID: 119230)
Author: Chief Executive Officer
Date: 15 July 2021

Executive Summary:

This report provides an update on current matters within the Office of the CEO for the information and consideration of Council.

Recommendation:

That Council receive and note the report from the Chief Executive Officer for the period 12th June to 15th July 2021 except where amended or varied by separate resolution of Council.

1. Tender Documents for the Sale of the former Town and Country Club and Land

Attached are draft tender documents for the sale of the former T&CC Building and land together with two Council owned residential Lots to the rear of the T&C Club and which front Goldring Street. The following inclusions are brought to the attention of Council for consideration and advice:

- a. The Lots on offer are:
 - i. Lot 2 on SP250561 Town of Julia Creek. The land is zoned as 'Commercial' under the Planning Scheme with a land size of 2294m².
 - ii. Lot 7 on JC55713 Town of Julia Creek. The land is zoned as 'Residential' under the Planning Scheme with a land size of 1012m².
 - iii. Lot 8 on JC55710 Town of Julia Creek. The land is zoned as 'Residential' under the Planning Scheme with a land size of 1012m².
- b. The three Lots are being offered as one parcel and separately as individual parcels such that Tenderers may tender for all three Lots as one bid, or for each Lot individually or for any combination of Lots.
- c. Five Tender Forms are including for tenderers to select from in submitting bids for:
 - i. Lot 2 on SP250561 (former T&CC land and building) only,
 - ii. Lot 7 on JC55713 (vacant residential land) only,
 - iii. Lot 8 on JC55170 (vacant residential land) only,
 - iv. Lot 2 on SP250561 plus Lot 7 on JC55713 plus Lot 8 on JC55710 as a package,
 - v. Lot 7 and Lot 8 (vacant residential land) as a package.
- d. Tenders will be evaluated using the following criteria:
 - i. For Lot 2 on SP250561:

Criteria	Weighting %
Price	40%
Proposed Use	30%
Financial Capability	10%
Timeline	10%



Ordinary Meeting of Council Tuesday 20 July 2021

Business Track Record	10%
TOTAL	100%

ii. For Lot 7 on JC55713 and Lot 8 on JC55710:

Criteria	Weighting %
Price	60%
Proposed Use	30%
Timeline	10%
TOTAL	100%

- e. The Buyer acknowledges that the Council wishes to ensure development of the Lot/s is commenced within twelve (12) months and the development is brought into active use within twelve-four (24) months of the settlement date
- f. As a guarantee of compliance with the agreed development, the Buyer at the time of entering into the contract of sale must lodge with Council a bank guarantee in the sum equivalent to the agreed purchase price.
- g. In the event that the Buyer fails to comply with construction of the development within the timeframes in (d) above, the Council shall have the right to cash in the bank guarantee.
- h. The Lots and any structures erected thereon are being offered on an “as is, where is” basis with the exception that the existing remnant lawn bowling green where it encroaches across five allotments will be removed prior to sale. *(An estimate of cost is being prepared for this work).*
- i. Council makes no guarantees regarding the condition of any structures on the Lots and Tenderers are required to make their own inquiries as to the condition of any structures.
- j. Subject to Council consideration, the tender invitation will be finalised week ending 23rd July 2021 and public advertising commencing the following week. Tender invitation will close at 5.00p.m. 30th August 2021.

Recommendation:

Council approve the draft tender documents for the sale of the former Town and Country building and land in Burke Street and the adjoining vacant residential Lots fronting Golding Street Julia Creek (subject to the following amendments) and the Chief Executive Officer be authorized to proceed to invite tenders.

2. Visit by the Governor of Qld 31st August 2021

Advice has been received from the Office of the Governor of Queensland that his Excellency Mr Paul de Jersey will be visiting Julia Creek on Tuesday 31st August 2021 between the hours of 10.00a.m. – 3.30p.m. The initial program will include:



Ordinary Meeting of Council Tuesday 20 July 2021

10.10am		Arrive Julia Creek
10.20am 11.00am	–	Meet with Mayor & Councillors in Board Room for Council Briefing
11.00am 12.00pm	–	School Visit
Break for lunch at Corrina's Bakery		
1.30pm 2.15pm	–	Main Street Walk
2.15pm 3.15pm	–	Community Afternoon Tea with up to 80 Guests
3.30pm		Depart Julia Creek

Drawing on the guidelines provided by the Governor's office, a list of possible invitees for the Community Afternoon Tea will be available for discussion with Council before submitting it to the Governor for approval. The 'wish list' of guests is due today. Once the Governor approves the list the Executive Assistant will invite the prospective attendees via email. They will be required to RSVP by the 3rd August, after which the Governor will send all who RSVP'd official invites.

As a Variety Bash Car Rally will arrive in Julia Creek on 31st August with possibly 400 participants, discussions are being held to ascertain whether this visit presents an opportunity for incorporating some interaction between the Governor and the participants including inspection of vehicles.

Recommendation:

Mayor and Councillors to set aside the 31st August 2021 to host the Governor of Queensland on his visit to Julia Creek and the Mayor, Deputy Mayor and Executive Assistant finalise the arrangements.

3. Application by K W Murphy for proposed permanent road closure of an area of road adjoining Lot 4 on SP229752 as shown on Drawing CNS21/031.

By letter dated 12th July 2021 the Department of Resources advised that it has received an application for the above. Council has previously endorsed the lodgement of the application with the department.



Ordinary Meeting of Council Tuesday 20 July 2021

The applicant advises that the proposed use of the subject area, if the permanent road closure is approved would be to amalgamate this with the adjoining property.

The Department seeks Council's views on the application. Objections to the application or any views must be lodged by close of business on 26 August 2021. The land which comprises abt. 15.29ha is shown in the following drawing:



Recommendation:

Council advise the Department of Resources that Council has no objection to the application by K W Murphy for the permanent closure of that part of the road as shown on drawing CNS21/031 and for amalgamation with the applicants adjoining property.



Ordinary Meeting of Council Tuesday 20 July 2021

4. Queensland Reconstruction Authority Procurement Audit for 2018/2019

QRA advised that they have appointed Procurement & Co to undertake a Procurement Review of Council QRA funding expenditure for 2018-19. The QRA Auditors will attend the Council on 28th – 29th July to undertake the audit.

Staff are currently assembling the following documentation that the Auditors wish to access:

1. Council's procurement guidelines
2. Council's Procurement plans / strategies
3. Existing Council commercial arrangements (preapproved supplier panels, or lists)
4. Internal funding approvals /minutes / memos /records related to the funding
5. Council approach to market documents (RFT, RFQ or tender type documents)
6. Procurement / tender risk assessments
7. Tender evaluation reports
8. Contract award documents / approval to spend / approval to enter contract documentation (forms / emails / minutes etc.).
9. Purchase approvals, emails, minutes or memos
10. Contracts entered into for the expenditure.

Recommendation:

Council note that the Queensland Reconstruction Authority will undertake an audit on the 28/29 July 2021 of Council's procurement processes and documentation for expenditure of QRA funding for 2018-19

5. Qld State Government \$100 million Resources Community Infrastructure Fund.

The Queensland Government has announced the release of an Infrastructure fund for Queensland resource communities to apply for funding for infrastructure projects that will benefit the community and the regional workers and families that live in those communities.

The Queensland Government has committed \$30 million to the Fund with participating Queensland resources companies contributing the remaining \$70 million. Council is able to apply for between \$100,000 and \$8 million for eligible infrastructure projects.

An Advisory Committee comprising Government, the resource community and resource industry representatives has been established to determine how community infrastructure projects will be chosen under the chairmanship of Mr Tony Moody.

The first funding announcements for the \$100 million fund are expected to be made in late 2021.

The Fund's Applicant Guidelines are available at www.statedevelopment.qld.gov.au/rcif

Round 1

Applications Open	Tuesday 13 July 2021
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Ordinary Meeting of Council Tuesday 20 July 2021

Application Close	5pm Friday 27 August 2021
Anticipated announcements (earliest project start)	From November 2021
Funding available	Up to \$50 million

Recommendation:

In consultation with the Department of State Development and Infrastructure staff from Mt Isa, investigate possible eligible projects for submission under the recently announced Qld State Government \$100 million Resources Community Infrastructure Fund, engage external assistance if required and report to the Ordinary meeting of Council to be held on 17th August 2021.

6. Councillors Register of Interests

From 1 July 2021, all Councillors are required to check their registers of interests and confirm that they are up to date. This needs to be completed by 30 July 2021, even if their interests have not changed or update forms have already been submitted recently.

All Councillors must submit a confirmation of interests form for themselves and a separate form for each related person using the department's approved forms to the council CEO.

The Department of State Development, Infrastructure, Local Government and Planning has written to all Mayors and Councillors to advise them of the above requirements.

CEOs and senior executive employees are not required to complete annual confirmation forms.

If Councillors have interests that are not yet recorded on their current registers, they will need to complete a variation form and submit this along with the confirmation forms.

Councillors can update their registers and complete their annual confirmations on either the online form or the paper-based forms, available on the registers of interest's web page.

Failing to update registers of interests as required or to complete the annual confirmation can result in significant penalties for mayors and Councillors.

To complete your online confirmation form or update your interests visit this website: <https://www.statedevelopment.qld.gov.au/local-government/councillor-information/registers-of-interests>. Information relating to Registers of Interests can be found here. Please also refer to attachment 9.1.2 for Register of Interests notes.

If you would like a paper-based form please let the Executive Assistant know.

Policy/Legislative:

LG Act 2009 & LG Regulation 2012
Land Act



Ordinary Meeting of Council Tuesday 20 July 2021

Operational Financial and Resource Implications:

Nil

Consultation and Engagement:

Directors

Relevant Council staff

Various Government Departments

Council Solicitors

InfoXpert Document ID:

119231



INVITATION FOR TENDER

SPECIFICATION

Invitation for Tender :	Sale of former Town & Country Club in Township of Julia Creek & Two Adjoining Allotments
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Closing Time:	5.00p.m. Monday 30 th August 2021
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Tender Number:	T2122001
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From:	Chief Executive Officer
Organisation:	McKinlay Shire Council
Address:	29 Burke Street, Julia Creek
Fax No:	07 4746 7549
Phone No:	07 4746 7166
Date:	21 st July 2021

THIS INVITATION FOR TENDER IS NOT AN OFFER. IT IS AN INVITATION TO SUBMIT AN OFFER TO PURCHASE THE FORMER TOWN & COUNTRY BUILDING & LAND & ADJOINING ALLOTMENTS IN JULIA CREEK AS PARTICULARISED IN THE SPECIFICATION.

1. Introduction

An invitation is extended to submit a written tender for the purchase of the former Town and Country Land and Building on Burke St, as well as the two adjoining lots at the rear on Goldring St in Julia Creek on the terms set out in these conditions of tender.

The three Lots are being offered as one parcel and separately as individual parcels such that Tenderers may tender for all three Lots as one bid, or for each Lot individually or for any combination of Lots.

2. Particulars

The Land on which the former Town and Country Club is erected is described as Lot 2 on SP250561 Town of Julia Creek. The land is zoned as 'Commercial' under Council's Planning Scheme with a land size of 2294m².

The two adjoining allotments positioned at the rear are described as Lot 7 on JC55713 & Lot 8 on JC55710. Both lots are zoned as 'Residential' under Council's Planning Scheme and each of these two Lots has a land size of 1012m².

The Lots and any structures erected thereon are being offered on an "as is, where is" basis with the exception that the existing remnant lawn bowling green where it encroaches across five allotments will be removed prior to sale.

Council makes no guarantees regarding the condition of any structures on the Lots and Tenderers are required to make their own inquiries as to the condition of any structures.

While being conscious of the various statutory requirements pertaining to this process, Council also intends to ensure any intended purpose of use is reflective of the requirements of the Town Planning Scheme. Council requires that the general aspect of the community is not detracted from by any operations carried out on the said parcels of land.

The Council gives no promise about the accuracy of and is not bound by any oral advice given or information furnished by any person on behalf of the Council about the tender or the Property unless that information is confirmed in writing by an authorised officer of the Council. Against this background, the tenderer acknowledges that any loss suffered as a result of relying upon any oral advice or information not confirmed in writing by the Council has not been caused by the Council.

Any tenderer wishing to inspect the Property may do so by arranging an appointment with Megan Pellow on meganp@mckinlay.qld.gov.au or telephone 07 4746 4224.

3. Plan of the Land



4. Implementation Timetable

The Tender closes at **5.00p.m. Monday 30th August 2021.**

The successful Tenderer will be notified within 45 days of the closing time.

Council reserves the right to negotiate amendments to any aspect of the Tender with any one or more Tenderers. Council is under no obligation to enter into negotiations with any Tenderer, nor is Council required to extend the opportunity to each Tenderer.

In assessing Tenders Council may consider information contained in the Tender, any other information available to Council or any other information which Council reasonably considers to be relevant to its assessment.

Council is not bound to accept the highest or any Tender and may, in its sole discretion, reject or accept a late or non-conforming Tender where no tender is received for any one Lot or where a satisfactory evidence is presented as to why the tender was not delivered prior to the closing date and time due to delays in the delivery process.

5. Evaluation Criteria

Tenders will be assessed against the following Evaluation Criteria and in accordance with sound contracting principles. Tenderers are required to complete their responses to the evaluation criteria in the Form of Tender attached to this document.

For Lot 2 on SP250561 the following Evaluation Criteria will be used:

Criteria	Weighting %
Price	40%
Proposed Use	30%
Financial Capability	10%
Timeline	10%
Business Track Record	10%
TOTAL	100%

For Lot 7 on JC55713 and Lot 8 on JC55710 the following Evaluation Criteria will be used:

Criteria	Weighting %
Price	60%
Proposed Use	30%
Timeline	10%
TOTAL	100%

6. Special Conditions

6.1 Tender Documents

The following documents are intended to be issued to each tenderer:

- These Tender Conditions;
- Tender Form;
- Proposed Contract and Special Conditions

A tenderer who believes that they have not received all of the Tender Documents should contact the Council before lodging any tender.

6.2 Lodgement of Tenders

A tenderer must:

- fully complete the Tender Form by inserting all information for which provision is made in the Tender Form;

- execute the Tender Form in a manner legally binding on the tenderer and if the tenderer is a company other than a public listed company or a government owned corporation within the meaning of the Government Owned Corporations Act 1993 (Qld), then the tenderer must procure the completion, execution and delivery of the Guarantee by all of the directors of the tenderer.
- lodge the tender so as to be delivered before 5.00pm on Monday 30th August 2021, in a sealed package clearly endorsed with the Tender Title, Tender Number, marked Confidential and must be addressed to:

The Chief Executive Officer
McKinlay Shire Council
PO Box 177
Julia Creek Qld 4823

Or hand delivered to:
McKinlay Shire Council Administration Office
29 Burke Street
Julia Creek Qld 4823

Or emailed to:
tenderbox@mckinlay.qld.gov.au

By submitting a tender, the tenderer warrants that:

The tenderer has, prior to the lodgement of the tender:

- (a) made their own enquiries and investigations of the Property;
- (b) secured the legal and other advice it requires;
- (c) read and understood the Sale Conditions;

either:

- (a) the tenderer is not a Foreign Person with the meaning of the *Foreign Acquisitions and Takeovers Act 1975* and no approval under that Act is required; or
- (b) any such approval required by the tenderer to lodge this tender and acquire the Property has been secured prior to lodgement of this tender.

6.3 Tender Closing Time

- **5:00 pm** Australian Eastern Standard Time, **Monday 30th August 2021**
- Only those Tenders received by the Closing Time will be considered.
- Tenders that are mailed will be dated and time stamped when received.
- The Local Government will accept no responsibility in the event that a Tender is not received by the Closing Time.

6.4 Informal Tenders

Any Tender may be rejected if it does not comply with the requirements of the Specification or this Request for Tender.

6.5 Acceptance of Tender

Council is not bound to accept the highest or any Tender.

This Invitation for Tender together with Council's written acceptance of the Tender shall constitute the Contract between Council and the successful Respondent.

The Respondent agrees that the Tender will remain open for acceptance for a minimum period of 45 days after the Closing Time, notwithstanding that there may have been negotiations in respect of any Tender in the meantime.

The Tenderer's offer is irrevocable and will remain open for acceptance by the Council for a period of 45 days after the closing time.

The successful tenderer (if any) will be notified in writing by the Council, and when that happens:

- (a) an agreement for sale comes into existence between the Council and the successful tenderer as purchaser on the terms set out in the Sale Conditions;
- (b) the successful tenderer must sign a contract of sale in the form of the Sale Conditions; and
- (c) the successful tenderer must pay the deposit under the Sale Conditions to the Council's Solicitor within 48 hours.

6.6 Disqualification of Tenderer

Any Tenderer who directly or indirectly canvasses support from an elected member or servant of the Council will be disqualified.



FORM OF TENDER T2122001

FOR LOT 2 ON SP250561

To: Chief Executive Officer
McKinlay Shire Council
PO Box 177
Julia Creek Qld 4823

I/We the undersigned hereby provide a Tender for the purchase of the Property. The Tendered Amount is provided in the Price Schedule below.

Name of Respondent:	
Full Name of Company:	
Address of Company:	
Phone Number:	
Fax Number:	
Mobile Phone Number:	
Email:	

Price: 40% (Insert Purchase Price including GST for Lot 2 on SP250561)	\$ _____
Proposed Use: 30% (Please attach additional information sheets as required)	_____ _____ _____ _____ _____

	<hr/> <hr/>
Timelines: 10% (Please attach additional information sheets as required)	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
Financial Capability: 10% (Please attach additional information sheets as required)	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
Business Track Record: 10% (Please attach additional information sheets as required)	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>

DATED this _____ day of _____, 2021

If the Tenderer is an individual:

SIGNED by the Tenderer _____)
in the presence of:- _____)

.....
Print Name

.....
Witness

.....
Signature

If the Tenderer is a Company:

Executed by the Tenderer in accordance with _____)
its Constitution and the officers executing this _____)
document warrant that they have authority to _____)
do so and that the execution of this tender in _____)
this manner binds the company in the presence _____)
of:- _____)

.....
Print Name

.....
Signature

.....
Witness



FORM OF TENDER T2122001

FOR LOT 7 ON JC55713

To: Chief Executive Officer
McKinlay Shire Council
PO Box 177
Julia Creek Qld 4823

I/We the undersigned hereby provide a Tender for the purchase of the Property. The Tendered Amount is provided in the Price Schedule below.

Name of Respondent:	
Full Name of Company:	
Address of Company:	
Phone Number:	
Fax Number:	
Mobile Phone Number:	
Email:	

Price: 60% (Insert Purchase Price including GST for Lot 7 on JC55713)	\$ _____
Proposed Use: 30% (Please attach additional information sheets as required)	_____ _____ _____ _____ _____



FORM OF TENDER T2122001

FOR LOT 8 ON JC55710

To: Chief Executive Officer
McKinlay Shire Council
PO Box 177
Julia Creek Qld 4823

I/We the undersigned hereby provide a Tender for the purchase of the Property. The Tendered Amount is provided in the Price Schedule below.

Name of Respondent:	
Full Name of Company:	
Address of Company:	
Phone Number:	
Fax Number:	
Mobile Phone Number:	
Email:	

Price: 60% (Insert Purchase Price including GST for Lot 8 on JC55710)	\$ _____
Proposed Use: 30% (Please attach additional information sheets as required)	_____ _____ _____ _____



FORM OF TENDER T2122001

FOR LOT 2 ON SP250561 &

LOT 7 ON JC55713 &

LOT 8 ON JC55710 (AS A PACKAGE)

To: Chief Executive Officer
 McKinlay Shire Council
 PO Box 177
 Julia Creek Qld 4823

I/We the undersigned hereby provide a Tender for the purchase of the Property. The Tendered Amount is provided in the Price Schedule below.

Name of Respondent:	
Full Name of Company:	
Address of Company:	
Phone Number:	
Fax Number:	
Mobile Phone Number:	
Email:	

Price: 40% (Insert Packaged Purchase Price including GST for Lot 2 on SP250561, Lot 7 on JC55713 & Lot 8 on JC55710	\$ _____
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<p>Proposed Use: 30% (Please attach additional information sheets as required)</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<p>Timelines: 10% (Please attach additional information sheets as required)</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<p>Financial Capability: 10% (Please attach additional information sheets as required)</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<p>Business Track Record: 10% (Please attach additional information sheets as required)</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>

DATED this _____ day of _____, 2021

If the Tenderer is an individual:

SIGNED by the Tenderer)
in the presence of:-)

.....
Print Name

.....
Witness

.....
Signature

If the Tenderer is a Company:

Executed by the Tenderer in accordance with)
its Constitution and the officers executing this)
document warrant that they have authority to)
do so and that the execution of this tender in)
this manner binds the company in the presence)
of:-)

.....
Print Name

.....
Signature

.....
Witness



FORM OF TENDER T2122001

FOR LOT 7 ON JC55713 & LOT 8 ON JC55710 (AS A PACKAGE)

To: Chief Executive Officer
McKinlay Shire Council
PO Box 177
Julia Creek Qld 4823

I/We the undersigned hereby provide a Tender for the purchase of the Property. The Tendered Amount is provided in the Price Schedule below.

Name of Respondent:	
Full Name of Company:	
Address of Company:	
Phone Number:	
Fax Number:	
Mobile Phone Number:	
Email:	

Price: 60% (Insert Package Purchase Price including GST for Lot 7 on JC55713 & Lot 8 on JC55710)	\$ _____
Proposed Use: 30% (Please attach additional information sheets as required)	_____ _____

	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<p>Timelines: 10% (Please attach additional information sheets as required)</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/>

DATED this day of , 2021

If the Tenderer is an individual:

SIGNED by the Tenderer)
in the presence of:-)

.....
Print Name

.....
Witness

.....
Signature

If the Tenderer is a Company:

Executed by the Tenderer in accordance with)
its Constitution and the officers executing this)
document warrant that they have authority to)
do so and that the execution of this tender in)
this manner binds the company in the presence)
of:-

.....
Print Name

.....
Signature

.....
Witness

SPECIAL CONDITIONS – ANNEXURE “A”**1. DICTIONARY AND INTERPRETATION**

In these Special Conditions unless otherwise provided or unless the subject matter is inconsistent the expressions following (whether appearing with or without capital letters) the terms below shall have the meanings hereinafter respectively assigned to them:

- (a) **“Contract Date”** means the date of this Contract;
- (b) **“Council”** means McKinlay Shire Council;
- (c) **“Development”** means the development application agreed to by both the Buyer and the Council.
- (d) **“Property”** means:
 - a. Lot 2 on Survey Plan 250561 Title Reference 50868556
 - b. Lot 7 on Crown Plan JC55713 Title Reference 21022026
 - c. Lot 8 on Crown Plan JC55710 Title Reference 21185069

2. DELETION OF STANDARD COMMERCIAL TERMS

- 2.1. Clauses 4.1(h) – (k), 7.3, 7.4, 7.5, 7.6, 7.7, 8, 9, 15.5, 15.6, 16, 17.2, 20, 21, 28, 29, 32 and 35 of the REIQ Standard Commercial Terms, Commercial Land and Buildings are deleted.
- 2.2. Clause 17.1 of the REIQ Standard Commercial Terms, Commercial Land and Buildings is deleted and replaced as follows:

“The Property is at the risk of the Buyer on and from the Contract Date”.

3. ACKNOWLEDGEMENT BY BUYER

- 3.1. The Buyer agrees and acknowledges that the Property is sold subject to the building covenants set out in these Special Conditions.
- 3.2. The Buyer acknowledges that it is desirable the Property is developed in a manner which is in the best interests of the local community.
- 3.3. The Buyer also acknowledges that the Council wishes to ensure development of the Lot is commenced within twelve (12) months and the Development is brought into active use within twelve-four (24) months of the Settlement Date.
- 3.4. Not only for the benefit of the Seller, but also for the benefit of members of the local community, the Buyer covenants and agrees that these special conditions 3 to 6 will survive completion of the sale and shall be continuing after completion.

4. DEVELOPMENT COMPLIANCE

- 4.1. The Buyer agrees to construct the agreed Development on the Property after the Buyer has first obtained all necessary approvals.
- 4.2. Before applying for any necessary Local Government planning and building approval, the Buyer agrees to submit a full set of the plans for the Development to the Seller.
- 4.3. The plans must contain sufficient details to enable the Seller to assess whether the Development will comply with these Special Conditions.
- 4.4. As a guarantee of compliance with the agreed development, the Buyer at the time of entering into the contract of sale must lodge with Council a bank guarantee in the sum equivalent to the agreed purchase price.
- 4.5. In the event that the Buyer fails to comply with construction of the development pursuant to clause 6, the Seller shall have the right to cash in the bank guarantee.

5. BUYER TO ESTABLISH PRIVITY OF CONTRACT WITH FUTURE BUYER

- 5.1. The Buyer shall not sell or otherwise dispose of the Property or any part of it without first securing a covenant (at the Buyer's cost) from any Buyer or transferee in favour of the Seller that such Buyer or transferee will recognise and be bound by the Buyer's covenants and agreement in these Special Conditions as if that Buyer or transferee had originally been named in this Contract as the Buyer.
- 5.2. If that Buyer or transferee sells or disposes of their interest in the Property or any part of it to any other person, the Buyer or transferee shall obtain from such subsequent Buyer or transferee a covenant in favour of the Seller in terms similar to those contained herein.

6. CONSTRUCTION OF DEVELOPMENT

- 6.1. The Buyer must commence construction of the Development on the Property within twelve (12) months of the date of completion of the Contract:
 - (a) If construction of the Development is not commenced within twelve (12) months of the Settlement Date or the Development is not brought into active use within twenty-four (24) months of completion of the Contract then in either event the Seller may, at its sole and absolute discretion, give a written notice to the Buyer, of its intention to if it does, the Buyer agrees to deliver stamped Form 3 Releases of all mortgages and do all such things and execute all such documents as may be necessary to give effect to this condition.
 - (b) The Seller shall prepare the necessary transfer documents and submit them to the Buyer for signature. In the event the Buyer does not sign the documents submitted by the Seller within 30 days, the Seller's officers and employees will be entitled to sign such documentation as the duly appointed and authorised attorney of the Buyer (jointly and severally). The Buyer agrees to ratify and confirm all acts, deeds and things done or performed by the Seller as the Buyer's attorney so constituted and appointed hereunder. The provisions of this clause take effect as a separate instrument and the Buyer and Seller agree that they will have effect as a Deed and may be registered with the Department of Resources (or its successor);

- (c) The re-purchase price will be payable in exchange for delivery of vacant possession, the signed transfer, stamped Form 3 Release of Mortgage, Release of any Charge under the Personal Property Security Act and any necessary ancillary documents on a date nominated by the Seller but not before 30 days after the delivery of the notice referred to in special condition 7.1(a);
- (d) The Buyer must pay all costs of and incidental to the re-transfer including the costs of the preparation, stamping and registration of the transfer and all stamp duty and registration fees and shall also pay the Seller's reasonable legal fees of the re-transfer.

7. EXCLUSIONS AND LIMITATIONS

7.1. The Buyer agrees and acknowledges:

- (a) the Seller has the sole benefit of these Special Conditions 3 to 10;
- (b) the Seller is the sole and final arbitrator and adjudicator in relation to these Special Conditions 3 to 10;

the Seller may in its sole, absolute and unfettered discretion decide on whether to enforce the special conditions.

For the avoidance of doubt, the Seller may in its sole, absolute and unfettered discretion decide not to take any action against a Buyer who is in breach of the covenants.

8. BUYER ACTING AS TRUSTEE

8.1. If the Buyer enters into this Contract as trustee of a trust, the Buyer and its successors as trustee of the trust will be liable under this Contract in its own right and as trustee of the trust. Nothing releases the Buyer from any liability in its personal capacity.

The Buyer warrants that at the date of this Contract:

- (a) all the powers and discretion conferred by the deed establishing the trust are capable of being validly exercised by the Buyer as trustee and have not been varied or revoked and the trust is a valid and subsisting trust;
- (b) the Buyer is the sole trustee of the trust and has full and unfettered power under the terms of the deed establishing the trust to enter into and be bound by this Contract on behalf of the trust and that this Contract is being executed and entered into as part of the due and proper administration of the trust and for the benefit of the beneficiaries of the trust; and
- (c) no restriction on the Buyer's right of indemnity out of or lien over the trust's assets exists or will be created or permitted to exist and that right will have priority over the right of the beneficiaries to the trust's assets.

9. BREACH

9.1 Upon the breach of any of the conditions contained in these Special Conditions, the Buyer will immediately pay to the Seller or on written demand being made by the Seller by way of liquidated damages (and not by way of penalty) the sum of **Ten Thousand Dollars (\$10,000.00)**.

- 9.2 For the avoidance of doubt, the term “building” under Special Condition 5 means a building approved under Special Condition 2 of this Contract.

10 CONFIDENTIALITY

- 10.1 The parties shall treat this Contract as confidential and will not disclose this Contract or its terms to any third parties until such time as Completion has occurred or the Seller has earlier elected in writing to waive the benefit of this Special Condition.
- 10.2 Nothing in Special Condition 10.1 shall prevent the Seller from complying with any statutory obligation requiring disclosure of this Contract.

11 LOT PURCHASED ‘AS IS WHERE IS’

- 11.1 The Buyer accepts the Property:
- (a) in an ‘as is where is’ condition; and
 - (b) with all its faults and defects (if any) whether latent or patent or current or not.
- 11.2 The Buyer acknowledges that it has satisfied itself about:
- (a) the quality and state of repair and condition of the Property;
 - (b) the purposes for which the Property can be used (including, without limitation, any restrictions on its use or development);
 - (c) whether the current use of the Property is authorised by the relevant town planning authority;
 - (d) the fitness and suitability of the Property for any particular purpose;
 - (e) the existence or otherwise of necessary approvals and licences from authorities relating to the Property;
 - (f) the existence of any hazardous contaminant within the meaning of the *Environmental Protection Act 1994*.
 - (g) the present and future economic feasibility, viability and economic return of the Property; and
 - (h) the value of the Property.
- 11.3 The Seller makes no representation and gives no warranty that the Property can be used for any specific purpose;
- 11.4 The Buyer covenants with the Seller and acknowledges that:
- (a) no warranty or other promise or representation whatsoever, has been made or given by the Seller or any person on behalf of the Seller about the Property or the purpose for which the Property may be used and none must be implied;

- (b) the Seller will not be required to incur or be deemed to incur any liability, cost, damage, loss or expense in respect of any deficiency or defect in the Property;
- (c) no warranty or other promise or representation whatsoever, has been made or given by the Seller or any person on behalf of the Seller and none must be implied with respect to the existence of any asbestos containing materials at the Property;
- (d) the Buyer:
 - i. purchases the Property in reliance solely upon its own examinations, inspections, investigations and enquiries and the examinations, inspections, investigations and enquiries of its employees, consultants and other persons authorised by the Buyer to investigate the Property;
 - ii. has not relied on any statement made or information provided to the Buyer by the Seller or any person on behalf of the Seller unless that information is in writing under the hand of the Chief Executive Officer; and
 - iii. has not been induced or influenced by the Seller or any person on the Seller's behalf and no representation, warranty, promise or forecast has been made which has influenced the Buyer or otherwise affected its decision to enter into and complete this Contract; and
- (e) it has satisfied itself, by proper and thorough investigations, tests and enquiries.

11.5 The Buyer must not:

- (a) terminate or attempt to terminate this Contract;
- (b) delay or attempt to delay settlement of this Contract;
- (c) withhold payment of any part of the Purchase Price;
- (d) raise any requisition or objection; or
- (e) make any Claim or demand compensation for any alleged loss or damage suffered or arising;

in respect of any of the matters or items referred to in this special condition 12.

DATED this _____ day of _____ 2021

EXECUTED AS AN DEED

SIGNED SEALED AND DELIVERED for and on behalf of **MCKINLAY SHIRE COUNCIL** by the **MAYOR** and **CHIEF EXECUTIVE OFFICER** in the presence of:

Mayor Signature

Signature of Witness

Print Name

Chief Executive Officer Signature

SIGNED SEALED AND DELIVERED by

in accordance with its Constitution and section 127(1) of the *Corporations Act 2001* (Cth):

Director

Director/Secretary

SIGNED SEALED AND DELIVERED by

in the presence of:

Signature

Witness

Print name

Print address

Registers of interests notes

Local Government Act 2009/City of Brisbane Act 2010

This document provides additional information to help councillors, councillor advisors, chief executive officers (CEOs) and senior executive employees complete registers of interests.

For each section on the form, add extra rows or an extra sheet of paper if needed. If you have nothing to list in any section, write NIL. Make sure that you sign and date every page, including pages where you have listed NIL for all sections.

Councils will keep a copy of all councillors' registers of interests at their public office for any member of the community to view and publish an extract on the council's website. The registers of interests of councillor advisors, CEOs, senior executive employees and related persons are kept by councils but are not published publicly.

Your register of interests responsibilities

- Submit a new register of interests within 30 calendar days of the start of your term or appointment.
- Notify of any changes to interests within 30 calendar days.
- Provide an update to the register within 30 calendar days of the end of each financial year (councillors and councillor advisors only).
- Complete separate registers of interests forms for each of your related persons including your spouse, dependent children, or anyone whose affairs are so closely connected to yours that a benefit could pass from them to you.

If you fail to correctly submit or update your register of interests as required you may be guilty of misconduct or an offence and may face significant penalties. When completing your register of interests forms, refer to these notes, the [Local Government Act 2009/Local Government Regulation 2012](#) and [City of Brisbane Act 2010/City of Brisbane Regulation 2012](#).

If you are unsure of your obligations it is strongly recommended that you seek independent legal advice. This document is a guide only. It does not constitute and should not be relied on as legal advice. Councillors must satisfy themselves that they have accurately completed and updated their register of interests.

Shares in corporations (not including private companies)

List here all corporations in which you own shares.

- You don't need to write the monetary value or number of shares.
- You only need to include corporations where you own shares or have a controlling interest of a shareholding (i.e. if you have a voting power from the shares or are able to sell the shares).
- Share – includes a share in the capital of a corporation, stock, a convertible note, or an option contract.

Examples:

Name of corporation
Harvey Industries Ltd
Telstra Ltd
National Australia Bank Ltd

Shares in privately owned companies

List here all private proprietary companies (Pty Ltd) in which you own shares, and any subsidiary companies and any other investments of those private companies.

- Proprietary company – this section applies to a private company (Pty Ltd) that has a maximum number of shareholders and is not a public company (Ltd).
- Subsidiary, in relation to a proprietary company – see the [Corporations Act 2001](#) (Commonwealth) section 9.
- Column 2 – provide a description of the company's main business activities.
- Column 3 – list each company's investments, interests in property and subsidiaries (e.g. if you own shares in a manufacturing proprietary company you must also declare the land where its factory is situated).
- If companies in Column 3 have subsidiaries, state their investments, interests in property and the name of any further subsidiaries.
- Don't write the monetary value or number of shares in the company or the value of its investments.

Examples:

Name of company	Nature of company's activities	Company's and subsidiaries' investments and interests in property
McDonald Holdings Pty Ltd	Logistics company	Agricultural land in Bilby Hill McDonald Distribution Pty Ltd (subsidiary) Warehouse in Bilby Hill (owned by subsidiary)
Joe's Beauty Salon Pty Ltd	Beauty salon	Leased shop at Sunshine Shopping Centre

Positions as executive officer of a corporation

List here positions you hold as an executive officer of a corporation, including for any corporations you have listed under Shares in corporations and Shares in privately owned companies.

- Include appointments to an executive officer role of a corporation even if you were appointed or elected to the position by the council.
- Executive officer of a corporation means:
 - a member of a board or management committee of the corporation
 - a person who is concerned with or takes part in the management of the corporation.
- If you are appointed to an executive officer role on an entity other than a company, include those details under executive officer of an organisation.

Examples:

Name of corporation	Nature of corporation's activities	Nature of person's role
Harvey Industries Pty Ltd	Sheet metal production	Director
Torres Health Indigenous Corporation	Primary health care services	Director
Sunshine Indigenous Health Alliance	Policy development and advocacy	Chairperson

Beneficial interests in trusts or nominee corporations

List here any beneficial interest in a trust or nominee corporation:

- If providing a description of the trust, make sure the description is sufficient to identify the trust.
- Don't state the monetary value of beneficial interests.
- Where you are a beneficiary of a trust that has land or business interests (e.g. the trust runs a holiday accommodation business), record details of those interests under 'Other interest that appear to raise or could potentially raise a conflict between your interest and the public interest'.
- Trust – includes charitable trusts, as well as implied, resulting, bare, constructive and testamentary trusts, and cases where the trustee has a beneficial interest in trust property, and duties incidental to the office of a representative.
- Trust – does not include the duties incidental to an estate conveyed by way of mortgage.

- Nominee corporation – a corporation whose principal business is holding marketable securities under the [Corporations Act 2001](#) (Commonwealth) as a trustee or nominee.

Examples:

Name of trust or corporation (or description of trust)	Nature of activities	Nature of your interest
Harvey Family Trust	Agricultural activities	Trustee and beneficiary
Western Queensland Community Trust	Support traditional owner initiatives in western Queensland	Beneficiary

Self-managed superannuation funds

List here self-managed superannuation funds you are a trustee of (or corporations you are a director of if they are trustees of a self-managed superannuation fund).

- Director – see the [Corporations Act 2001](#) (Commonwealth) section 9.
- Column 2 – provide a description of the fund's main investment activities.
- Column 3 – list each fund's investments or other interests in property that you are aware of (for example, if the fund has shares in public companies, private companies or owns property).

Example:

Name or description of fund	Nature of fund's activities	Investments or other interests in property held
Private superannuation fund for Mr and Mrs McDonald	Property investment	Investment property in Greenhill Investment property in Sandy Bay

Trustee of family or business trusts

List here family or business trusts where you are a trustee.

- Trust – includes charitable trusts of which you are a trustee, as well as implied, resulting, bare, constructive and testamentary trusts, and cases where the trustee has a beneficial interest in the trust property, and the duties incidental to the office of a personal representative.
- Trust – does not include the duties incidental to an estate conveyed by way of mortgage.
- If providing a description of the trust or nominee corporation, make sure the description is sufficient to identify the trust or corporation.

Examples:

Name or description of trust	Nature of trust's activities	Name of each beneficiary or class of beneficiary
McDonald Trust Pty Ltd	Ownership of Harvey Industries Pty Ltd, which undertakes steel manufacturing	Sarah McDonald Jessica McDonald
Western Queensland Community Trust	Support traditional owner initiatives in western Queensland	Identified members of native title group

Partnerships or joint ventures

List here all business partnerships or joint ventures in which you have an interest.

- Partnership – the legal relationship of persons carrying on some business together.
- Joint venture – business enterprise for which two or more parties join forces (not necessarily in partnership or by the formation of a company).
- If providing a description rather than a name, make sure any description is sufficient to identify it.
- List the partnership's or joint venture's investments and other interests in property (e.g. ownership, lease) that you are aware of.

Example:

Name or description	Nature of activities	Nature of interest (e.g. owner)	Investments or interests in property
Web designs	Website development for local organisations	Partner	Lease of office in Smith Street mall, Oshi Grove

Land (including houses, rentals and other properties)

List here any land or properties you own or have an interest in that are not identified elsewhere on the form.

- Don't state the full street address of the property (suburb is sufficient).
- Don't write the monetary value of the land or properties.
- Includes any land leased, owned or mortgaged, whether the interest is held alone, jointly or in common with any other person.
- Types of property where you may hold an interest:
 - property you rent, lease, own or have a mortgage for, including your place of residence or business
 - commercial property that you rent, lease, own or have a mortgage for
 - native title land where granted
 - agistment rights
 - easements
 - unincorporated business premises.
- If the lessee is a corporation, state the name of the corporation (individuals do not need to be stated).
- You don't need to include land that has been identified in other sections of the form.

Examples:

Suburb or locality of land	Approximate size	Purpose of which land is used	Nature of interest (e.g. owned, leased, rented)
Sandy Bay	850m ²	Residential	Owner-occupier
Greenhill	2550m ²	Investment	Owner
Red Hill	890m ²	Rental property	Owner/landlord
Elkwood	700m ²	Residential	Rented house
Thursday Island	200m ²	Commercial workshop	Leased

Liabilities more than \$10,000 (excluding department store and credit card accounts)

List here any debts or liabilities you, your trusts or your private companies have of more than \$10,000.

- You don't need to disclose liabilities of \$10,000 or less.
- Include debts or liabilities of a trust you are a beneficiary of, or a private company you have a share in.
- You don't need to disclose the debt or liability if it arises from the supply of goods or services supplied in the ordinary course of your business or the business of a trust or private company.
- You don't need to disclose a line of credit until such time as it is used.
- Don't state the monetary value of liabilities.

Examples:

Type of liability (e.g. home mortgage, car loan)	Name of bank or creditor
Mortgage for investment property at Greenhill	Westcorp Bank
Personal loan	Bank of Sandy Bay
Home loan	Perth Bank
Student HELP loan	Australian Government
Business loan for Harvey Industries Pty Ltd	Westcorp Bank

Debentures and similar investments

List here any debentures, bonds and similar investments you hold.

- May include investments such as a life insurance policy where a return of the policy's premium may occur.
- Don't write the monetary value of the investments.
- Debenture – see the [Corporations Act 2001](#) (Commonwealth), section 9.

Examples:

Name of corporation the investment is in	Nature of the corporation's business	Nature of the investment
Suncorp	Insurance	Life insurance (term policy)
Australian Pensioners Insurance Agency	Insurance	Life and accident insurance

Savings and investment accounts held with financial institutions

List here all savings or investment accounts you hold with a bank or other financial institution.

- Don't state the account number or current balance.

Examples:

Name of bank or institution	Type of account
Westcorp Banking	Term deposit account
Westcorp Banking	Savings account
Commonwealth Bank	Savings
Bendigo Bank	Election campaign account
Perth Bank	Offset home loan account

Gifts valued at \$500 or more, or multiple gifts totalling \$500 or more

List here all gifts from donors valued at \$500 or more, or where multiple smaller gifts total \$500 or more, which you have received during your current and immediate previous term as a councillor (or your current and immediate previous contract period for CEOs, senior executive employees and councillor advisors).

- Gift – the transfer of money, property or other benefit (without 'consideration' or for substantially less than full consideration).
- Include multiple smaller gifts or loans once the combined total of all gifts and loans from one donor reaches \$500 or more within your current and previous term/contract period.
- Include loans of money or other property made on a permanent or indefinite basis (not including overdraft facilities).
- You do not need to include refreshments or meals received as part of undertaking your official duties or a gift of free admission to an event associated with undertaking your official duties. Council is responsible for deciding what constitutes official duties for councillors, councillor advisors and chief executive officers. The chief executive officer is responsible for deciding what official duties are for a senior executive employee.
- If known, identify and list the true source of all gifts received, for example where you receive a gift from one person directly but it was gifted on behalf of a company (or vice versa).
- You don't need to disclose gifts received from your spouse, other family members or friends, unless the gift could be perceived as a conflict of interest if a matter came before council for decision in the future. For example, if you receive a \$1000 wedding present from a close friend you generally don't need to disclose this, unless for example the friend does contracting work for council and it may be seen as an attempt to gain favourable treatment when granting future contracts.
- Don't list gifts that were included on your election summary return lodged with the Electoral Commission of Queensland.
- Don't list gifts that you received in an official capacity as councillor if you gave the gift to council.
- Don't list gifts received before you became a councillor (or before you were appointed as a CEO, senior executive employee or councillor advisor).

Date and value information

Legislation does not require you to disclose small gifts or the date or value of gifts in your register of interests. However, the online electronic form will ask councillors for this optional information to help you determine when the total value of multiple small gifts reaches the \$500 disclosure threshold. The electronic form calculation of gifts function is a tool only: it is strongly recommended that councillors keep their own separate record of gift data as a means of cross-checking the accuracy of details provided.

You must be able to provide the date and value of every gift to your chief executive officer if the value of all gifts, loans, travel or accommodation from a single donor leads to a conflict of interest in a matter being decided by council:

- \$500 or more in total for a declarable conflict of interest
- \$2000 or more in total for a prescribed conflict of interest.

Examples:

Name of donor	Description of the gifts
Mr Paul Kens	Season corporate box tickets (NRL)
West Corporation	Tickets to Women’s Day lunch West Symphony Orchestra tickets

Sponsored travel or accommodation benefits

List here all sponsored travel or accommodation you have received.

- Sponsored travel or accommodation – if you receive a contribution (financial or non-financial) from someone for the cost of travel or accommodation.
- Includes any travel or accommodation paid for by an entity other than council or the State to enable the councillor or officer to undertake their role or official duties (for example, a stakeholder paying for you to travel to meet with them).
- Doesn’t include contributions to travel or accommodation paid for by your spouse, other family members or friends, unless it could be perceived as a conflict of interest if a matter came before council for decision in the future.
- Doesn’t include travel paid for by your employer as part of your employment outside of council.
- Doesn’t include travel or accommodation paid for by entity that you are a board member of.
- Doesn’t include travel or accommodation paid for by the Queensland Government, your council or another council.
- Doesn’t include travel or accommodation that you have paid for yourself, even if you then receive a free upgrade (e.g. from one class of travel to a higher class or different accommodation such as a larger room).
- Doesn’t include sponsored travel or accommodation benefits received before you became a councillor (or before you were appointed as a CEO, senior executive employee or councillor advisor).

Date and value information

Legislation does not require you to disclose the date or value of travel and accommodations benefits in your register of interests. However, the online electronic form will ask councillors for this optional information to help councils determine when the total value reaches the \$2000 threshold requiring it to be published on council’s website.

You must be able to provide the date and value of a benefit to your chief executive officer if the value of all gifts, loans, travel or accommodation from a single donor leads to a conflict of interest in a matter being decided by council:

- \$500 or more in total for a declarable conflict of interest
- \$2000 or more in total for a prescribed conflict of interest.

Examples:

Name of person or source who contributed to your travel or accommodation	Nature and purpose of the benefit received
Ms Karen Smith	Accommodation at Sandy Bay Resort for Sandy Bay Resort Christmas function
Qld Resources Council	Flights and accommodation to attend a meeting in Brisbane with the Qld Resources Council

Memberships of political parties, and trade or professional organisations

List here any memberships of political parties and trade or professional organisations.

- You don't need to disclose social or ordinary memberships of clubs such as sporting or community clubs or environmental groups.

Examples:

Name of organisation
Sunshine First Party
Queensland Law Society
Engineers Australia
Sunshine Workers Union
CPA Australia
Australian Institute of Company Directors

Positions as executive officer of an organisation

List here any organisations, bodies or associations where you are an office holder.

- Include appointments to an executive officer role of an organisation even if you were appointed or elected to the position by the council,
- Doesn't include honorary patrons and honorary memberships, unless you hold a position on the board of the organisation.
- Doesn't include social or ordinary memberships of clubs such as sporting or community clubs or environmental groups, unless you are an executive office holder of the organisation.
- Don't list positions in this section if the organisation is a corporation ('incorporated', Inc.). List these under 'Positions as executive officer of a corporation'.
- You do not need to include being an executive officer of a political party, trade union or professional organisation that you have listed in *Memberships of political parties, and trade or professional organisations*.

Examples:

Name of organisation
Sunshine Animal Welfare Association (secretary)
Sunshine Football Club (president)
Sunshine Landcare Group (treasurer)
Sunshine State School P&C
Sunshine Lions Club (committee member)

Donations made to other people or organisations valued at \$500 or more, or multiple donations totalling \$500 or more

List here any donations valued at \$500 or more that you have made to other people or organisations on or after 12 October 2020, including where multiple smaller donations made to one person or organisation on or after 12 October 2020 reach a total of \$500 or more.

- Do not include donations that you have given your spouse, family members or friends, unless it could be perceived as a conflict of interest if a matter came before council for decision in the future.
- Don't state the value of the donations.
- Don't list donations made before you became a councillor (or before you were appointed as a CEO, senior executive employee or councillor advisor).

Date and value information

Legislation does not require you to disclose small donations or the date or value of donations in your register of interests. However, the online electronic form will ask councillors for this optional information to help you determine when the total value of multiple small donations reaches the \$500 disclosure threshold.

The electronic form calculation of donations function is a tool only: it is strongly recommended that councillors keep their own separate record of donations data as a means of cross-checking the accuracy of details provided.

You must be able to provide the date and value to your chief executive officer if the value of all donations to a single donor reaches the \$500 threshold and becomes a declarable conflict of interest in a matter being decided by council.

Example:

Person or organisation
St. Mary's Sun End

Other assets over \$5000

List here any other assets over \$5000 you own or have an interest in.

- Don't state the value of the assets.
- Don't include household and personal effects, motor vehicles used mainly for personal use, or superannuation entitlements.
- Includes assets over \$5000 owned by any unincorporated business you may have.

Examples:

Details of other assets
Refrigeration truck (commercial deliveries)
Excavator (leased for hire)
Racehorse
Lawnmowing equipment (for home-based Johnson's Mowing Services business)

Other sources of income of \$500 or more per year

List here any other sources of income you, your trusts or private companies receive of \$500 or more per year.

- Don't include your remuneration received for your council role.
- Include income of \$500 or more received from any unincorporated business you may have.
- List details of sources of income worth \$500 or more received from private companies or trusts that could give rise to a perception that a benefit could be passed on. For example, if your family business undertakes contract work solely or mainly on behalf of another company list those details here.

Examples:

Source of income
LGIA Super
Commonwealth Superannuation Administration
Agricultural consultant
Disability pension
Johnson's Mowing Services
North Queensland Sugar Mill (private company sells sugar cane to Mill)
Abstract Homes Pty. Ltd. (family business's main source of subcontracted electrical work)

Other interests that appear to raise or could potentially raise a conflict between your interest and the public interest

List any interests that you are aware of that could appear to raise a conflict of interest but do not fit into other categories on the register of interests forms.

- Membership of a community or sporting organisation, or involvement as a parent of a student at a school, does not need to be recorded here as it does not give rise to a declarable conflict of interest. See exemptions under Chapter 6, Part 2, Division 5A of the *City of Brisbane Act 2010* and Chapter 5B of the *Local Government Act 2009* for further information.
- Where you are a beneficiary of a trust that has land or business interests in the local government area (e.g. it runs a holiday accommodation business), record details of those interests here.
- List voluntary or unpaid work provided to a person/entity which has dealings with council where no direct benefit may be received (e.g. providing free bookkeeping services for small business run by a family friend or relative).
- List details of non-financial business dealings and interests that could give rise to a perception of a conflict of interest. For example, if your family business is part of a promotional alliance for the industry or region.
- Doesn't include honorary patrons and honorary memberships, unless you hold a position on the board of the organisation.
- You do not need to include business dealings or interests involving normal business transactions. For example, merely buying pencils from the newsagent for your company does not give rise to a conflict of interest that would need to be recorded in this section.

Examples:

Other interests
Smith Lawyers
View Lodge Apartments, Mountain View Road, Range Hill, held in trust by Mountain View Trust Pty Ltd
Burger Joint Cafe, Cottage Point (provision of free bookkeeping services)



10. WORKPLACE HEALTH AND SAFETY



Ordinary Meeting of Council Tuesday, 20 July 2021

6.1 Subject: WHS Report – June 2021
Attachments: Nil
Author: WHS Officer
Date: 16 July 2021

Executive Summary:

This report outlines the general status of Work Health and Safety at McKinlay Shire Council for the period of April 2021.

Recommendation:

That Council receives the June 2021 WHS Report.

Background:

This report outlines the general status of Work Health and Safety at McKinlay Shire Council for the period of June 2021.

Detailed below are the general areas of importance to the safety of workers at McKinlay Shire Council throughout the month.

Consultation: (internal/External)

Nil

Legal Implications:

Nil

Policy Implications:

Nil

Financial and Resource Implications:

As provided in the report.

InfoXpert Document ID:

119202



DATE; 16 July 2021	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Yearly <input type="checkbox"/> Two Yearly
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June 2021

COVID-19 - Current ongoing restrictions for all Queensland

Face mask wearing and gathering restrictions, including visitor restrictions for vulnerable person facilities (hospitals, aged care and disability centres), continue to apply across South East Queensland, Townsville, Magnetic Island & Palm Isla

Vaccination summary

Vaccine site	Doses administered 31 May 2021	Total doses administered
Total	8,053	228,213

Data as at 01/06/2021. Refer to [data caveats](#)

Vaccination summary

Vaccine site	Doses administered 5 July 2021	Total doses administered
Total	12,672	627,814

Data as at 06/07/2021. Refer to [data caveats](#)

Vaccinations for COVID-19 have been slowly rolling out throughout Queensland, including remote areas such as Mount Isa, Longreach, Barcaldine and Richmond. Julia Creek Vaccinations have started, at this stage it is the AstraZeneca vaccine available so not suggested for those under the age of 60, the Pfizer Vaccine will be available from August in Julia Creek.



Case summary

Cases	Total
Number of cases	1,728
Last 24 hours	6
Active cases ^[1]	49
Recovered	1,641
Current hospitalisations	40
Patients currently in ICU	0
Deaths	7
Cases of First Nations people ^[2]	13

Data as at 06/07/2021. Refer to [data caveats](#).

The WHS COVID-19 Plan for all areas are being looked at on a bi-monthly basis or as required and are staff are being consulted at all times. We all need to continue to be vigilant.

Objectives of WH&S Management System Plan 2021-2023

1. Comply with the intent of the Workplace Health and Safety Act 2011 in preventing a persons death, injury or illness being caused by a workplace, by a relevant workplace area, by work activities, or by plant or substances for use at a workplace
2. Contribute to a Management framework that allows all work areas to manage WH&S in a preventative way;
3. Ensure that WH&S is an integral part of effective business practice; and
4. Clearly state the principles for managing WH&S and how the organisation is expected to perform in accordance with legislative requirements

The primary objective is to provide a structured methodology to conduct all WH&S matters over an annual cycle.

5. McKinlay Shire Council (MSC) Management team have identified the top 5 work health and safety risks to Council for 2021 and will be reviewed annually. These are:-
 - Contractor Management
 - Transitioning from a paper based Safety Management System to the SkyTrust System
 - Risk Management
 - Consultation of WHS matters with all staff
 - Plant Risk Management



Ordinary Meeting of Council Tuesday, 20 July 2021

Quarterly KPI's	Measurement / Score	Detail / Information
80% of completed items indicated in QAP's	89%	Figure is ongoing.
20% of carry over items indicated in QAP's	Added to RAP	See QAP's, Per Quarter and accumulative tally
Quarterly KPI's	Measurement / Score	Detail / Information
Progressive Statistics as above	✓	See QAP's Table following on P3 of this Report, Per month and accumulative tally
Progressive incidents, LTI's and days lost over the year;	✓	Incident and Event Statistical information collated on P4 of this Report, Per month and accumulative tally
Progressive lost time frequency and duration rates compared to the scheme	✓	LGMS Dashboard Information, P4 of Report
Progressive costs of claims over the year;	✓	LGMS Dashboard Information, P4 of Report
Hazard inspections completed as per the Hazard Inspection Matrix	✓	See Hazard Inspection Table on P3
Yearly KPI's	Measurement / Score	Detail / Information
Progressive monthly statistics as above	✓	See QAP's Table following on P3 of this Report, Per month and accumulative tally
Progressive incidents, LTI's and days lost over the year;	✓	Incident and Event Statistical information collated on P4 of this Report, Per month and accumulative tally
Progressive lost time frequency and duration rates compared to the scheme	✓	LGMS Dashboard Information, P8 of Report
Progressive costs of claims over the year;	✓	LGMS Dashboard Information, P8 of Report
Hazard inspections completed as per the Hazard Inspection Matrix	✓	See Hazard Inspection Table on P6
Results of Internal WH&S Management System Audit or the WHSA Annual Assessment Report	Still ongoing	To Schedule 2021, now likely to occur August 2021
Two (2) Yearly	Measurement / Score	Detail / Information
Progressive Monthly and 3 monthly statistics as	✓	See the following tables for statistical



Ordinary Meeting of Council Tuesday, 20 July 2021

above		<i>outcomes.</i>
Results of an external WHS Management Systems Audit or the WHSA's Annual Assessment Report	50%	
Results of the overall, two yearly injury trend analysis	N/a	<i>Ongoing statistical information following</i>
Additional Objectives <i>(WH&S Management System Plan 2019 / 2021)</i>	Measurement / Score	Detail / Information
Sufficient resources trained to conduct SafePlan's Internal WHS Management Systems Auditing.	79%	<i>Completed March 2021</i>
The audit report will be accompanied by a Rectification Action Plan (RAP) that will be forwarded to the CEO, Senior Management and then to the WHS Committee for discussion.	✓	
Actions Register; number of actions outstanding	✓	<i>See the Actions Register Table at P6</i>
Training / Information completed as per 'Matrix for T5	✓	<i>See Compliance training table at P6</i>
Prestarts and Toolbox Meetings completed	✓	<i>See Table at P6 for Consultation completions</i>
Key Outcomes		
<ol style="list-style-type: none"> 1. Management and workers display commitment and involvement in achieving a safe and health workplace 2. Appropriate consultative mechanisms are implemented 3. Safe systems of work are implemented and maintained 4. Plant and equipment is maintained in a safe condition 5. All workers receive supervision, instruction, information & induction training in all matters pertaining to WHS 6. Reporting of all accidents / incidents & mishaps & / or systems that may be related to WHS risks at workplace 7. Effective rehabilitation programs with early intervention to assist injured workers back into the workplace 8. The provision & maintenance of workplaces and equipment where risk to people is eliminated or minimised; 9. Provision of personal protective clothing & equipment, where appropriate, for control of workplace hazards 		
Note all of the above KPI's are mandatory and MUST be reported on as directed		
Reference;		
<i>MSC WHS Safety Management System Plan 2021-2023</i>		



Procedure, Performance Measures, April 2015 and

Procedure, WH&S Incentives and Awards, March 2014

Compliance Training

As per MSC WHS Safety Management System Plan 2019-2021

Below shows the percentage of completion for each area. Contractor's percentages are based upon having 5 contractor crews consistently working, this is based on that crew being a crew of 10.

Month	Corporate & Community	Works/Depot/P&G	Contractors
February	76%	73%	25% (due to rain stopping and starting works)
March	75%	34%	70%
April	31%	47%	60%
May	0%	65%	60%
June	0%	24%	62.5%

Key Performance Indicators

As per 'Schedule, Hazard Management Inspection Register', and MSC WHS Safety Management System Plan 2019-2021 Including Quarterly Action Plans (QAP's)

MONTH	Quarterly Action Plans (MAP's)						Audits / Hazard Inspections			Consultation				Risk Management		Comments / Information
	#	Close Out	Comp %	Target	Transferred to CAR		Sched	Complete	Not Comp	P/Start TOTAL	P/Start MSC	P/Start DRFA	T/box	JSEA's & SWMS's	Plant & Equip	
Mar - Jun 21	18	16	89%	80%	2	11%	49	5	44	554	164	390	7	27		
Jul - Sep 21	17		0%	80%			51		51							
Oct - Dec 21	18		0%	80%			41		41							
Jan-Mar 22	11		0%	80%			49		49							
Apr-Jun 22	14		0%	80%			30		30							
Jul-Sep 22	13		0%	80%			52		52							
Oct-Dec 22	17		0%	80%			59		59							
Jan-Feb 23	6		0%	80%			52		41							
Total 2018	114	16	11%	80%		11%	383	5	367	554			7	27	0	



Ordinary Meeting of Council Tuesday, 20 July 2021

OUTSTANDING ACTIONS	Extreme Risk	High Risk	Moderate Risk	Low Risk	Details / Comments
Total 58 (in Rectification Action Plan)	1	8	33	16	At 06/07/2021
Total 13 (In SkyTrust)	0	2	7	6	At 06/07/2021
<p><i>Extreme Risk; Identified issue with access to Kynuna Bore, EWP Access only – remove platform and ladder (dangerous). Access has been restricted (and notified to all parties) however the ladder is still present.</i></p> <p><i>Actions are identified via Inspections, Audits, Incidents etc. and their risk assessed, with preventative or corrective actions identified to control the risk – this process improves the Health, Safety and compliance of the business.</i></p>					

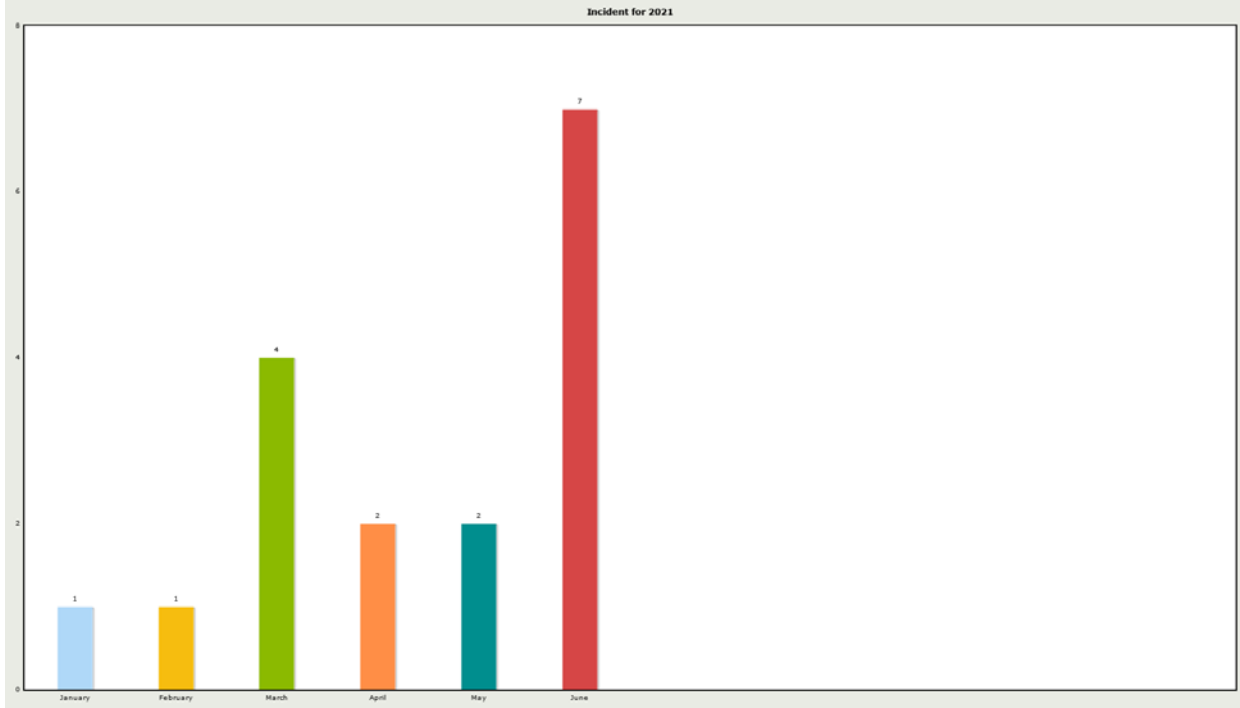


Ordinary Meeting of Council Tuesday, 20 July 2021






Incidents and Events











































Increase in incidents can be accounted to the rush of projects needing to be completed by the end of June and less care being taken.

1. WHS MANAGEMENT PLAN

5.1 March to June 2021

 Indicates that there is responsibility for this party to either develop or approve the action.

QUARTERLY ACTION PLAN March to June 2021	WHS Officer	WHS Committee HSR's	Supervisors & Works Manager	Director Eng. Reg. Services	Director Corp. Comm. Services	CEO	DATE COMPLETE
<p>Action 1. Council to identify the 5-top Work Health and Safety risks to Council for the next 12 months.</p> <p>Where 5-top risks fit into the WHS Plan based on risk to Council.</p> <p>Determine strategies and controls to address</p> <p><i>(minutes to be taken)</i></p>							Completed 26/05/2021
<p>Action 2. Attend a planning meeting to discuss, update and develop the WHS Plan.</p> <p>Approval and Sign off by CEO</p> <p><i>(minutes to be taken)</i></p>							Completed 25/02/2021
<p>Action 3. Develop Quarterly Action Plans for Managers, Co-ordinators, Supervisors and WHS Personal.</p> <p>Attend a planning meeting with responsible personnel to discuss and authorise Quarterly Action Plans.</p> <p><i>(minutes to be taken)</i></p>							Completed 25/02/2021
<p>Action 4. WHS Committee to approve WHSMP.</p> <p>Agenda item to outline scope of the WHS Plan and QAPs</p>							N/A WHS Committee no longer active
<p>Action 5. Provide Monthly Reports to Senior Management as outlined in the WHS Plan also provided;</p>							Completed Monthly

QUARTERLY ACTION PLAN March to June 2021	WHS Officer	WHS Committee HSR's	Supervisors & Works Manager	Director Eng. Reg. Services	Director Corp. Comm. Services	CEO	DATE COMPLETE
<ul style="list-style-type: none"> - statistics breakdown on each individual department and - outstanding actions residing in the corrective risk register - status of 5 major safety objectives - Determine actions for addressing any timeframes not met for the top five strategic risks 							
Action 6. Review Hazard Inspection Matrix							Completed 11/06/2021
Action 7. Issue Monthly toolboxes and Take 5's and ensure Training Completed per schedule. Ensure training with Supervisors is also completed.							Completed Monthly
Action 8. Review COVID Plan for all Sites if pandemic still active. Ensure consultation with appropriate parties is completed.							<i>No completed</i>
Action 9. – Ensure audits completed on all First Aid Kits							<i>No completed</i>
Action 10. – Ensure Memo boards/displays hold all relevant WH&S policies and information required.							Completed 11/06/2021
Action 11. – Develop and implement a communication strategy to better consult work health and safety within Council							Ongoing – to be completed through Toolboxes
Action 12. – Organise/schedule WHS Committee Meeting							N/A WHS Committee no longer active

Action 13. – Review and consultation of Procedures, as per WH&S Master & Amendment Schedule, ensuring completion of all by end of 2023.							Completed in Monthly Toolboxes
Action 14. – Upload all agreed and authorised Procedures and documents etc from WHS Meetings, Toolboxes to Audit Element Files for audit evidence							Completed in Monthly Toolboxes
Action 15. – Complete Hazard Inspections for each month as per the schedule							Completed 30/06/2021
Action 16. – Transfer identified hazards and risks to the risk register							Completed 30/06/2021
Action 17. – Review Safety Management System (SMS) to ensure current and up to date, include Legal Compliance							Completed 02/06/2021
Action 18. – Undertake an Internal WHS Audit							Completed 12/03/2021
Name:	CEO McKinlay Shire Council						
Signature:	Date: __/__/__						

If there is no date completed, than the action must be transferred over to the Corrective Action Register.



11. CLOSE