

# Ordinary Meeting Agenda

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

Tuesday 15<sup>th</sup> November 2022, 9:00am

Notice is hereby given that an Ordinary Meeting will be held at the Council Chambers,  
Civic Centre, Julia Creek on 15 November 2022 at 9:00am.

## ORDER OF BUSINESS

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|---|----|
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## **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. T Pratt, Cr. J Lynch

### Staff:

Chief Executive Officer, Mr. Trevor Williams

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

Director of Corporate and Community Services, Ms. Tenneil Cody

Team Leader, Environmental and Regulatory Services, Ms. Megan Pellow

Executive Assistant, Mrs. Melissa Mussig

### Other people in attendance:

### Apologies:

## **2.1 APPOINTMENT**

## **3. DECLARATION OF CONFLICT OF INTEREST**

## **4. CONFIRMATION OF MINUTES**

4.1 That the Minutes of the Ordinary Meeting on the 25 October 2022 be confirmed.

4.2 That the Minutes of the Special Meeting on the 11 November 2022 be confirmed.



# MCKINLAY SHIRE COUNCIL

***UNCONFIRMED MINUTES***

OF THE

***ORDINARY MEETING OF COUNCIL***

HELD AT THE

BOARDROOM, CIVIC CENTRE  
JULIA CREEK

**25 October 2022**

## ORDER OF BUSINESS

1. Opening
2. Attendance
3. Declaration of Conflict of Interest
- 4.0 Confirmation of minutes
- 4.1 Confirmed Council Meeting Minutes September 2022
- 4.2 Confirmed Council Special Meeting Minutes 4 October 2022
- 4.3 Business Arising out of minutes of previous Meeting

### **5. ENGINEERING REPORT**

- 5.1 Engineering Works Monthly Report
- 5.2 Tender T2223001 – Sale of Vacant Lots – Lots 5 & 6 on SP278219 & Lots 14 on P247177

### **6. ENVIRONMENTAL & REGULATORY SERVICES REPORT**

- 6.1 Environmental and Regulatory Services Monthly Report

### **7. COMMUNITY SERVICES REPORT**

- 7.1 Community Services Monthly Report
- 7.2 McKinlay Shire Cultural Association – Community Donation Request
- 7.3 McKinlay Shire Council RADF Program – Round 1 2022-23

### **8. CORPORATE SERVICES REPORT**

- 8.1 Corporate Services Monthly Report
- 8.2 Final Management Report 2022
- 8.3 Standing Orders of Council
- 8.4 Expenses and Reimbursement Policy

### **9. CHIEF EXECUTIVE OFFICERS REPORT**

- 9.1 CEO Monthly Report
- 9.2 Council Meeting Dates 2023
- 9.3 Revoke the Emergency Preparedness Policy

### **10. WORKPLACE HEALTH AND SAFETY**

- 10.1 Workplace Health and Safety

## 1. OPENING BUSINESS

All Councillors having signed the Attendance Book, Mayor Philip Curr declared the meeting open at 08:32am.

## 2. ATTENDANCE

**Mayor:** Cr. P Curr (Teleconference)

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

**Staff:**

Chief Executive Officer, Mr. Trevor Williams

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

Director of Corporate & Community Services, Ms. Tenneil Cody

Executive Assistant, Mrs. Melissa Mussig

**Apologies:** Environmental Regulatory Services, Team Leader, Ms. Megan Pellow

## 3. DECLARATION OF CONFLICT OF INTEREST

Nil

## 4. CONFIRMATION OF MINUTES

### 4.1 Confirmation of Minutes

Confirmation of Minutes of the Ordinary Meeting of Council held on 20 September 2022.

### RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 20 September 2022.

### **Resolution No. 059/2223**

That the Minutes of the Ordinary Meeting of Council held on 20 September 2022 be confirmed.

Moved Cr. T Pratt

Seconded Cr. J Lynch

CARRIED 5/0

#### **4.2 Confirmation of Minutes**

Confirmation of Minutes of the Special Meeting of Council held on 4 October 2022.

#### **RECOMMENDATION**

That the Minutes of the Special Meeting of Council held on 4 October 2022.

#### **Resolution No.060/2223**

That the Minutes of the Special Meeting of Council held on 4 October 2022 be confirmed.

Moved Cr. S Royes

Seconded Cr. J Fegan

CARRIED 5/0

#### **4.3 BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil

#### **5. ENGINEERING SERVICES**

##### **5.1 Engineering Works Report**

This report outlines the general activities for the Engineering Department for the month of September 2022.

#### **RECOMMENDATION**

That Council receives the Engineering Services monthly report for September 2022.

#### **Resolution No. 061/2223**

That Council receives the Engineering Services monthly report for September 2022.

Moved Cr. J Lynch

Seconded Cr. T Pratt

CARRIED 5/0

##### **5.2 Tender T2223001 – Sale of Vacant Lots – Lots 5 & 6 on SP278219 & Lots 14 on SP247177**

Chloe Curr, the successful tenderer has withdrawn her offer for Lot 14 on SP247177. Sarah Acton, the next highest tenderer has verbally accepted the offer.

#### **RECOMMENDATION**

That Council resolve to:

- a. To award Lot 14 on SP247177 to Sarah Acton for the tendered price of \$20,000.00 including GST; and
- b. Delegate the Chief Executive Officer to commence preparation of contract documentation for Lot 14; and
- c. Re-advertise tender for Lot 5 & 6 on SP278219

**Resolution No. 062/2223**

That Council resolve to:

- a. Award Lot 14 on SP247177 to Sarah Acton for the tendered price of \$20,000.00 including GST; and
- b. Delegate the Chief Executive Officer to commence preparation of contract documentation for Lot 14; and
- c. Re-advertise tender for Lot 5 & 6 on SP278219

Moved Cr. J Lynch

Seconded Cr. J Fegan

CARRIED 5/0

**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 September 2022.

**RECOMMENDATION**

That Council receives the September 2022 Environmental and Regulatory Services Report.

**Resolution No. 063/2223**

Council receives the September 2022 Environmental and Regulatory Services Report.

Moved Cr. T Pratt

Seconded Cr. J Fegan

CARRIED 5/0

**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 of September 2022.

**RECOMMENDATION**

That Council receives the Community Services monthly report for September 2022.

**Resolution No. 064/2223**

That Council receives the Community Services monthly report for September 2022.

Moved Cr. J Lynch

Seconded Cr. S Royes

CARRIED 5/0



### **7.2 McKinlay Shire Cultural Association – Community Donation Request**

Council has received a Community Donation Request from the McKinlay Shire Cultural Association to support the group with purchasing craft equipment and supplies. The group is planning to host weekly after school craft sessions each Monday in lieu of no sport and recreation programs being undertaken due to staffing issues.

#### **RECOMMENDATION**

Council resolves to approve the Community Donation Request for McKinlay Shire Cultural Association for \$1500 which can be utilized by the group to assist with covering costs of purchasing craft equipment and supplies to provide weekly after school activities in Term 4.

#### **Resolution No. 065/2223**

Council approves the Community Donation Request for McKinlay Shire Cultural Association for \$1500 which can be utilized by the group to assist with covering costs of purchasing craft equipment and supplies to provide weekly after school activities in Term 4.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

### **7.3 McKinlay Shire Council RADF Program – Round 1 2022-23**

Council has recently advertised the first round of Regional Arts Development Funding for the 2022-23 financial year. The initial round was open throughout September & October with two applications received and presented to the RADF Committee. The committee were in favor of one of the applications and would like to present the following workshop to Council for ratification:

- McKinlay Shire Cultural Association \$7,800 – *2-day Mosaic Workshop (November 2022)*

#### **RECOMMENDATION**

Council resolves to approve the following application received as part of Round 1 of the RADF Program 2022-23 which include:

- McKinlay Shire Cultural Association \$7,800 – 2-day Mosaic Workshop (November 2022)

#### **Resolution No. 066/2223**

Council resolves to approve the following application received as part of Round 1 of the RADF Program 2022-23 which include:

- McKinlay Shire Cultural Association \$7,800 – 2-day Mosaic Workshop (November 2022)

Moved Cr. T Pratt

Seconded Cr. S Royes

CARRIED 5/0

## 8. CORPORATE SERVICES

### 8.1 The Corporate Services Report

The Corporate Services Report as of 30 September 2022 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 September 2022.

#### **Resolution No. 067/2223**

That Council receives the monthly Corporate Services Report for the period ending 30 September 2022.

Moved Cr. J Lynch

Seconded Cr. J Fegan

CARRIED 5/0

### 8.2 Final Management Report 2022

An external audit of Council's financial statements was undertaken throughout September 2022 by Pitcher Partners under the appointment of the Queensland Audit Office (QAO). QAO has provided a closing Audit Report to the Mayor for the financial year ending 30 June 2022 following the audit, now the QAO has delivered the Final Management Report. At the Mayor's direction this report has been prepared in order to present the Audit Report to Council.

#### RECOMMENDATION

That Council note the Final Management Report provided by the Queensland Audit Office for the year ending 30 June 2022.

#### **Resolution No. 068/2223**

That Council note the Final Management Report provided by the Queensland Audit Office for the year ending 30 June 2022.

Moved Cr. T Pratt

Seconded Cr. J Fegan

CARRIED 5/0

**8.3 Standing Orders of Council**

Council adopted the Standing Orders for Council Meetings including Standing Committees Policy in December 2020. The policy is now due for review.

**RECOMMENDATION**

That Council adopt the Standing Orders for Council Meetings including Standing Committees version 3.0 as presented.

**Resolution No. 069/2223**

That Council adopt the Standing Orders for Council Meetings including Standing Committees version 3.0.

Moved Cr. J Lynch

Seconded Cr. T Pratt

CARRIED 5/0

**8.4 Expenses and Reimbursement Policy**

Council is required by the provisions of the Local Government Regulation 2012 to adopt an expenses and reimbursement policy. Council has previously adopted the Expenses and Reimbursement Policy in November 2019. In line with practices of good governance, a review of the policy has been carried out, and Council is presented with version 4.0 for consideration.

**RECOMMENDATION**

That Council adopt the Expenses and Reimbursement Policy Version 4.0 as presented.

**Resolution No. 070/2223**

That Council adopt the Expenses and Reimbursement Policy Version 4.0.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

**9. CHIEF EXECUTIVE OFFICER****9.1 Chief Executive Officer's Report to May Meeting of Council**

In addition to the information provided below, a verbal update will be given on current matters headlined in the body of the report which have arisen from the Office of the Chief Executive Officer.

**Resolution No. 071/2223**

That Council receive and note the report from the Chief Executive Officer for the period ending 21<sup>st</sup> October 2022 except where amended or varied by separate resolution of Council.

Moved Cr. T Pratt

Seconded Cr. J Lynch

CARRIED 5/0

### **Appointment of Acting CEO During CEO Leave from 28<sup>th</sup> November – 5<sup>th</sup> December and 12<sup>th</sup> December – 6<sup>th</sup> January 2023**

In the absence of the CEO on Leave commencing 28<sup>th</sup> November – 5<sup>th</sup> December 2022 and 12<sup>th</sup> December – 6<sup>th</sup> January 2023 it is desired that Council appoints an Acting CEO.

#### **Recommendation:**

Council appoints Ms. Tenneil Cody as Acting CEO from 28<sup>th</sup> November – 5<sup>th</sup> December 2022 and 12<sup>th</sup> December – 6<sup>th</sup> January 2023.

#### **Resolution No. 072/2223**

Council appoints Ms. Tenneil Cody as Acting CEO from 28<sup>th</sup> November – 5<sup>th</sup> December 2022 and 12<sup>th</sup> December – 6<sup>th</sup> January 2023.

Moved Cr. J Lynch

Seconded Cr. S Royes

CARRIED 5/0

### **9.2 Council Meeting Dates 2023**

In accordance with *Section 277 (1) of the Local Government Regulation 2012* Council must “at least once in each year, publish a notice of the days and times when- (a) its ordinary meetings will be held;”. This report is prepared for council to confirm the meeting dates for 2023.

Meetings will be held in the Julia Creek Civic Centre Boardroom, 29 Burke Street Julia Creek QLD 4823. All meetings will commence at 9:00am, unless otherwise notified.

The proposed dates for Briefing and Ordinary Meetings of Council for 2023 are as follows:

#### **BRIEFING MEETINGS**

|         |                     |
|---------|---------------------|
|         | No January Meeting  |
| Tuesday | 7 February 2023     |
| Tuesday | 7 March 2023        |
| Tuesday | 4 April 2023        |
| Tuesday | 2 May 2023          |
| Tuesday | 6 June 2023         |
| Tuesday | 4 July 2023         |
| Tuesday | 1 August 2023       |
| Tuesday | 5 September 2023    |
| Tuesday | 3 October 2023      |
| Tuesday | 7 November 2023     |
| Tuesday | No December Meeting |

#### **ORDINARY MEETINGS OF COUNCIL**

|         |                   |
|---------|-------------------|
| Tuesday | 17 January 2023   |
| Tuesday | 21 February 2023  |
| Tuesday | 21 March 2023     |
| Tuesday | 18 April 2023     |
| Tuesday | 16 May 2023       |
| Tuesday | 20 June 2023      |
| Tuesday | 18 July 2023      |
| Tuesday | 15 August 2023    |
| Tuesday | 19 September 2023 |
| Tuesday | 24 October 2023   |
| Tuesday | 21 November 2023  |
| Tuesday | 5 December 2023   |

**Resolution No. 073/2223****Recommendation:**

Council confirms that the Ordinary Meetings of Council will be held on a monthly basis and generally on the third Tuesday of the month. The dates of the 2023 Ordinary Meetings of Council will be:

| <b>BRIEFING MEETINGS</b> |                     | <b>ORDINARY MEETINGS OF COUNCIL</b> |                   |
|--------------------------|---------------------|-------------------------------------|-------------------|
|                          | No January Meeting  | Tuesday                             | 17 January 2023   |
| Tuesday                  | 7 February 2023     | Tuesday                             | 21 February 2023  |
| Tuesday                  | 7 March 2023        | Tuesday                             | 21 March 2023     |
| Tuesday                  | 4 April 2023        | Tuesday                             | 18 April 2023     |
| Tuesday                  | 2 May 2023          | Tuesday                             | 16 May 2023       |
| Tuesday                  | 6 June 2023         | Tuesday                             | 20 June 2023      |
| Tuesday                  | 4 July 2023         | Tuesday                             | 18 July 2023      |
| Tuesday                  | 1 August 2023       | Tuesday                             | 15 August 2023    |
| Tuesday                  | 5 September 2023    | Tuesday                             | 19 September 2023 |
| Tuesday                  | 3 October 2023      | Tuesday                             | 24 October 2023   |
| Tuesday                  | 7 November 2023     | Tuesday                             | 21 November 2023  |
| Tuesday                  | No December Meeting | Tuesday                             | 5 December 2023   |

Moved Cr. J Fegan

Seconded Cr. T Pratt

CARRIED 5/0

**9.3 Revoke Emergency Preparedness Policy**

The Emergency Preparedness policy which was previously adopted in 2013 has been superseded by the Disaster Management Act and McKinlay Shires Disaster Management Plan. It has been determined the policy is no longer required.

**RECOMMENDATION****Resolution No. 074/2223**

That Council revokes the Emergency Preparedness policy.

Moved Cr. T Pratt

Seconded Cr. J Lynch

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 September 2022.

**RECOMMENDATION**

That Council receives the September 2022 WHS Report.

**Resolution No. 075/2223**

That Council receives the September 2022 WHS Report.

Moved Cr. J Lynch

Seconded Cr. S Royes

CARRIED 5/0

**General Business – Councillor Requests**

**11. CLOSURE OF MEETING**

The Chair of the meeting Mayor Philip Curr declared the meeting closed at 10:02am.

UNCONFIRMED



# MCKINLAY SHIRE COUNCIL

***UNCONFIRMED MINUTES***

OF THE

***SPECIAL MEETING OF COUNCIL***

HELD AT THE

BOARDROOM, CIVIC CENTRE  
JULIA CREEK

**11 November 2022**

## ORDER OF BUSINESS

1. Opening
2. Attendance
3. Declaration of Conflict of Interest

### **4. ITEMS FOR DISCUSSION**

- 4.1 Adopt 2021/22 Annual Report

### **5. CLOSE**

Unconfirmed



**1. OPENING BUSINESS** ▲

All Councillors having signed the Attendance Book, Mayor Philip Curr declared the meeting open at 09:05am.

**2. ATTENDANCE** ▲

**Mayor:** Cr. P Curr (Teleconference)

**Members:** Cr. J Fegan, Cr. S Royes.

**Staff:**

Chief Executive Officer, Mr. Trevor Williams

Director of Corporate & Community Services, Ms. Tenneil Cody

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

Executive Assistant, Mrs. Melissa Mussig

**Apologies:** Cr. J Lynch, Cr. T Pratt.

**3. DECLARATION OF CONFLICT OF INTEREST** ▲**4. ITEMS FOR DISCUSSION** ▲**4.1 2021/22 Financial Year Annual Report Adoption**

In accordance with section 182 of the *Local Government Regulation 2012* Council is presented with the 2021/22 Annual Report which includes the audited financial statements for the 2021/22 financial year.

**RECOMMENDATION:**

That Council adopt the 2021/2022 Annual Report including the Audited Financial Statements 2021/22.

**Resolution No. 076/2223**

That Council adopt the 2021/2022 Annual Report including the Audited Financial Statements 2021/22.

Moved Cr. Shauna Royes

Seconded Cr. Janene Fegan

CARRIED 3/0

**5. CLOSURE OF MEETING** ▲

The Chair of the meeting Mayor Philip Curr declared the meeting closed at 9:11am.



Ordinary Meeting of Council Tuesday 15<sup>th</sup> November 2022

**5.1 Subject:** Engineering Services Monthly Report September 2022  
**Attachments:** Nil  
**Author:** Engineering Services Department  
**Date:** 9 November 2022

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**Executive Summary:**

This report outlines the general activities for the Engineering Department for the month of October 2022.

**Recommendation:**

*That Council receives the Engineering Services monthly report for October 2022.*

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**Background:**

This report outlines the general activities of the department for the month of October 2022 and provides an update on projects.

**RMPC**

|                        | Actual    | Budget YTD | Budget      |
|------------------------|-----------|------------|-------------|
| <b>1610 RMPC Works</b> | \$447,493 | \$500,200  | \$1,500,600 |

- The 4 RMPC roads, normal maintenance, patching, guidepost, and signage works completed.
- Removal of dead animals
- Collected all litter on all 4 RMPC roads
- Road inspections on 14D, 14E, 5807 & 78A
- Trailer rollover on Richmond-Julia Creek Road 14D
- Digouts Richmond road – Julia Creek 14D
- Grade wheel tracks on shoulders Beef road 78A

**Cannington Road**

|                                   | Actual   | Budget YTD | Budget    |
|-----------------------------------|----------|------------|-----------|
| <b>1630 Cannington Road Works</b> | \$71,866 | \$148,333  | \$445,000 |

- Routine maintenance
- Removal of dead animals.
- Pothole patching.
- Guideposts
- Snake Creek: Removal of silt up stream and downstream, reinstate drains and batters on approaches



Ordinary Meeting of Council Tuesday 15<sup>th</sup> November 2022

### Roads Maintenance

|   | Actual    | Budget YTD | Budget      |
|---|-----------|------------|-------------|
| <b>1100 Repairs &amp; Maintenance Shire Roads</b> | \$550,890 | \$433,333  | \$1,300.000 |

- Rural maintenance grader finished on old Normanton 1 Road. Started on Eulolo Road
- Gilliat – McKinlay Road patching and guideposts
- Relocate 350t of 2.1 road base from Alex Creek pad to sand yard pad
- 9 concrete cut off walls in drop sections on the Byrimine Road (TDIS) some rock protection completed. Rock protection is ongoing depending on weather
- Pothole patching on various town streets

### Water and Sewerage

|   | Actual   | Budget YTD | Budget    |
|---|----------|------------|-----------|
| <b>1800 Operational Costs – Julia Creek Water</b> | \$62,183 | \$70,000   | \$210,000 |

- Monthly water sampling in line with Councils DWQMP
- Daily checks/testing on all bores
- 4 Amberley drive remove bath spout
- Turn up tempering valve 3 Coyne St
- Fix sump pump at kindergarten water feature
- Inspect low pressure at slaughter yards
- Pump out water feature at library
- Extra inspection of boars and there RCD and their safety checks
- Place solenoid valve in toilets gym
- Fix sprinkler at truck stop
- Pump out wash down bay of solids
- Seal gutter at plumber shed
- Replace tap at McKinlay's bore
- Replace shower heads at caravan park and checked all toilets

|  | Actual  | Budget YTD | Budget   |
|--|---------|------------|----------|
| <b>1810 Operational Costs – McKinlay Water</b> | \$4,528 | \$10,000   | \$30,000 |

- Monthly water sampling in line with Councils DWQMP
- Monthly checks on bore/storage tanks
- Fix mains water service



Ordinary Meeting of Council Tuesday 15<sup>th</sup> November 2022

|  | Actual  | Budget YTD | Budget   |
|--|---------|------------|----------|
| <b>1820 Operational Costs – Kynuna Water</b> | \$6,147 | \$23,333   | \$70,000 |

- Monthly water sampling in line with Councils DWQMP
- Monthly cleaning of filters in Kynuna
- Fix toilet at SES shed

|   | Actual  | Budget YTD | Budget  |
|---|---------|------------|---------|
| <b>1830 Operational costs – Nelia Water</b> | \$2,655 | \$3,166    | \$9,500 |

- Monthly water sampling in line with Councils DWQMP
- Capped off, line to the park in Nelia due to water leak

|  | Actual   | Budget YTD | Budget    |
|--|----------|------------|-----------|
| <b>1900 Operational Costs – Julia Creek Sewerage</b> | \$57,441 | \$60,000   | \$180,000 |

- Routine monitoring
- Sewerage pond upkeep
- Camp pump out at Byrimine
- Inspect invert level for H2 for consultants at ergon depot
- Pump out murphy camp trailer
- 3 Coyne St clear blockage
- Clean and maintain pump at STP
- 4 Shaw St replace sewer pipe work
- Oorindi/ fix water cistern flushing mechanism

**Workshop**

|  | Actual    | Budget YTD | Budget      |
|--|-----------|------------|-------------|
| <b>1510 Repairs and Maintenance - Plant &amp; Vehicles</b> | \$554,228 | \$383,333  | \$1,150,000 |

- 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.
- Update on new rubbish truck, have spoken with matt unit should be completed mid November and delivery for end of November
- Plant #252 CAT 150 Motor Grader delivered 24/10/2022 2D-crossslope briefing

**Parks and Gardens**

|  | Actual    | Budget YTD | Budget    |
|--|-----------|------------|-----------|
| <b>2700 Parks &amp; Gardens and Amenities – Operations</b> | \$172,856 | \$216,666  | \$650,000 |



## Ordinary Meeting of Council Tuesday 15<sup>th</sup> November 2022

- Mowing and whipper snipping parks, oval, RV park and town streets. Weekly
- Mow & maintained airport road
- Mowing swimming pool weekly
- Cleaning of public toilets and park amenities daily
- Collection of rubbish weekly
- Cleaning of Oorindi toilets weekly
- Mowing at Nelia and Oorindi fortnightly
- Mow and maintain cemetery
- Mowed and maintain council houses
- Weekly dripper line checks
- Gather and chop firewood for caravan park
- Weed control/spraying
- Pruning and hedging township gardens weekly
- Mounted new toilet roll holders at Dawes Park
- Maintained basketball / tennis courts
- Repaint / replant shrubs at smart hub
- Assist with new plantings at Sunset/Netterfield and install irrigation
- Cleaned slurry pit / removed waste from wash down bay
- Install Christmas lights in Burke St
- Relay retic under new section of Goldring St

### Airport

|                                       | Actual   | Budget<br>YTD | Budget    |
|---------------------------------------|----------|---------------|-----------|
| <b>1300 Airport Operational Costs</b> | \$44,835 | \$50,000      | \$150,000 |

- Serviceability Inspections of the facility are undertaken 3 days per week as required for RPT services.
- Local Laws Officer continued with ARO duties in the absence of primary ARO/Aerodrome Manager.
- Airport Security Fence checked weekly.
- Mowed around lights.
- Request for Quotes have been sent out to replace the existing concrete foundations to the vehicle gate. Quotes are to be received by start of November 2022.

### Projects

#### **DRFA 2022 Events**

WP01 KW Murphy Holdings to commence work 15<sup>th</sup> November 2022. WP03 and WP04 pricing has closed an assessment report will be prepared by PDM for presentation to Council.

#### **Dalgonally/Millungera Floodways (QRRRF)**

Project complete



Ordinary Meeting of Council Tuesday 15<sup>th</sup> November 2022

### **Building our Regions Funding Round 6**

Funding approved, project details and program has been sent to Dept.

### **Building Better Regions Funding Round 6 Planning Projects Applications Water and Sewerage**

Tender out for pricing. 1 week extension has been applied.

### **Goldring Street Shoulder**

TMR have agreed to allocate RMPC funds to regravell 350m southern shoulder and they will seal week commencing 14<sup>th</sup> November 2022.

#### **Legal Implications:**

Nil

#### **Policy Implications:**

Nil.

#### **Financial and Resource Implications:**

As provided in the report.

**InfoXpert Document ID:** 124226



## **6.0 ENVIRONMENTAL & REGULATORY SERVICES**

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Ordinary Meeting of Council Tuesday 15 November 2022

**6.1 Subject:** Environmental and Regulatory Services Report – October 2022

**Attachments:** None

**Date:** 4 November 2022

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**Executive Summary:**

This report outlines the general activities, revenue and expenditure for the department for the period October 2022.

**Recommendation:**

*That Council receives the October 2022 Environmental and Regulatory Services Report.*

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**Background:**

This report outlines the general activities of the department for the month of October 2022.

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, Water and Sewerage Officer, Ranger, Handyman/Trades Assistant and Finance Officer.

**Legal Implications:**

Nil

**Policy Implications:**

Nil

**Financial and Resource Implications:**

As provided in the report.

**InfoXpert Document ID:** 124227





## **1 – Refuse Collection and Disposal**

### **1.1 - Budget**

|           |                                  | <b>Actual</b> | <b>Budget YTD</b> | <b>Budget</b> |
|-----------|----------------------------------|---------------|-------------------|---------------|
| ENVIRO1.1 | 3100 - Refuse Collection Revenue | \$45,217      | \$29,925          | \$89,776      |

|           |  | <b>Actual</b> | <b>Budget YTD</b> | <b>Budget</b> |
|-----------|--|---------------|-------------------|---------------|
| ENVIRO1.2 | 3100 - Kerbside Rubbish Collection Expenditure | \$13,494      | \$16,666          | \$50,000      |

|           |                                | <b>Actual</b> | <b>Budget YTD</b> | <b>Budget</b> |
|-----------|--------------------------------|---------------|-------------------|---------------|
| ENVIRO1.3 | 3110 - Refuse Disposal Revenue | \$23,905      | \$15,651          | \$46,953      |

|           |  | <b>Actual</b> | <b>Budget YTD</b> | <b>Budget</b> |
|-----------|--|---------------|-------------------|---------------|
| ENVIRO1.4 | 3110 - Refuse Disposal Operational Costs | \$23,635      | \$35,000          | \$105,000     |

### **1.2 - Report**

#### **Julia Creek Waste Facility**

The following works continued during the month;

- Picked up wind blown rubbish around facility
- Regularly pushed and covering of household rubbish section

25 Power poles at dump (Ergon)

Skip bin to CSA

Baiting 1080 for Dingo, pigs, spray ants at CSA building

Weighed Cattle for Colin

## **2 – Environmental Health Services**

### **2.1 – Budget**

|           |   | <b>Actual</b> | <b>Budget YTD</b> | <b>Budget</b> |
|-----------|---|---------------|-------------------|---------------|
| ENVIRO2.1 | 3000 - Environmental Licence Fees (Revenue) | \$2,137       | \$1,110           | \$3,300       |

|           |                                      | <b>Actual</b> | <b>Budget YTD</b> | <b>Budget</b> |
|-----------|--------------------------------------|---------------|-------------------|---------------|
| ENVIRO2.2 | 3000 - Environmental Health Services | \$41,065      | \$119,333         | \$358,000     |

### **2.2 – Report**

#### **Water and Sewage Monitoring**

E. coli was not detected in sampling undertaken in October. Additional sampling is currently being undertaken in McKinlay. This is required as the annual E. coli compliance value has fallen under 98% due to the detection of E.coli in February 2022.

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

- Amberly Drive 2.91mg/L
- Coyne Street Depot 2.99mg/L



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The water regulator is conducting a site visit on the 3 November to inspect all water facilities and run through Council's current DWQMP amendment application. A report of findings is expected to be issued to Council by the middle of November.

### Food Safety

There was one (1) food recall received in October and was forwarded onto food businesses within the shire.

The next round of Food Business inspections is scheduled for the week of the 7 November 2022 with reports being made available by middle of November.

### Pest Control

5 Coyne Street was sprayed for singapore ants during the month.

## 3 – Local Law Administration

### 3.1 – Budget

|           |                                 | Actual  | Budget YTD | Budget |
|-----------|---------------------------------|---------|------------|--------|
| ENVIRO3.1 | 3210 - Animal Registration Fees | \$5,902 | \$1,700    | 5,100  |

|           |   | Actual | Budget YTD | Budget  |
|-----------|---|--------|------------|---------|
| ENVIRO3.2 | 3210 - Fines & Penalties – Animal Control | \$170  | \$333      | \$1,000 |

|           |                        | Actual  | Budget YTD | Budget   |
|-----------|------------------------|---------|------------|----------|
| ENVIRO3.3 | 3210 - Animal Boarding | \$4,077 | \$5,000    | \$15,000 |

|           |                                 | Actual   | Budget YTD | Budget    |
|-----------|---------------------------------|----------|------------|-----------|
| ENVIRO3.4 | 3210 - Local Law Administration | \$56,166 | \$40,000   | \$120,000 |

### 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          | Nil   |
| Euthanized/Destroyed/Rehomed                  | One Cow went down in yards when loading and couldn't get up |
| Verbal/Written/Official warning               | Nil   |
| Complaints                                    | Nil   |
| Dog Boarding                                  | Fifteen Dogs – dogs boarded during the month.               |
| Removal of Dead Animals                       | One Cat at Old Hacc Building<br>One Cow in yards (shot)     |
| Trapping Locations & Results                  | Nil   |
| Compliance Notices (Untidy Allotments) issued | Nil   |



|  |     |
|--|-----|
| SPER Infringement Fines issued   | Nil |
| Commercial Use of Roads Permit issued  | Nil |
| <b>Comments / Actions:</b>   |     |
| Local Laws Officer continued assisting in Ranger and Aerodrome Reporting Officer duties        |     |
| Local Laws Officer assisted with watering for Julia Creek Campdraft                            |     |
| There are still a few outstanding animal registrations that are currently being followed up on |     |
| Council issued a Show Cause Notice for the Alloway property in Nelia                           |     |

## **4 – Noxious Weeds and Pest Control**

### **4.1 – Budget**

|           |  | <b>Actual</b> | <b>Budget YTD</b> | <b>Budget</b> |
|-----------|--|---------------|-------------------|---------------|
| ENVIRO4.1 | 3220 - Pest Plant & Animal Control Funding | \$0           | \$0               | \$0           |
| ENVIRO4.2 | 3220 - Truck Washdown Bay Revenue          | \$7,907       | \$8,333           | \$25,000      |
| ENVIRO4.3 | 3220 - Dingo Baits (Revenue)               | \$0           | \$1,666           | \$5,000       |
| ENVIRO4.4 | 3220 - Feral Pig Baits (Revenue)           | \$0           | \$0               | \$0           |
| ENVIRO4.5 | 3220 - Pest Animal Rural Land Owners Fees  | \$30,030      | \$19,562          | \$58,686      |
| ENVIRO4.5 | 3220 - Pest Plant Control Program Exp      | \$65,521      | \$50,000          | \$150,000     |
| ENVIRO4.6 | 3230 - Pest Animal Control Program Exp     | \$32,582      | \$30,000          | \$90,000      |

### **4.2 – Report**

#### **Pest Animal Control**

There were no dingo scalps presented or factory baits issued in October  
1080 baiting at a total of 28 properties baited and 7370 kg of meat treated.

#### **Pest Plant Control**

9 days spraying on McKinlay and Kynuna reserves completed.

#### **Washdown Bay Facility**

Facility cleaned during the month



## **5 – Livestock Operations**

### **5.1 – Budget**

|           |   | <b>Actual</b> | <b>Budget YTD</b> | <b>Budget</b> |
|-----------|---|---------------|-------------------|---------------|
| ENVIRO5.1 | 3235 - Livestock Weighing Revenue             | \$15,177      | \$15,000          | \$45,000      |
| ENVIRO5.2 | 3235 - Livestock Cattle Train Loading Revenue | \$0           | \$8,333           | \$25,000      |
| ENVIRO5.3 | 3235 - Livestock Operational Costs            | \$27,794      | \$29,166          | \$87,500      |

### **5.2 - Report**

#### **Julia Creek Livestock Facility**

There was a total of 1408 head of cattle weighed and/or scanned at the facility during October 2022.

## **6 – Stock Routes and Reserves**

### **6.1 – Budget**

|           |  | <b>Actual</b> | <b>Budget YTD</b> | <b>Budget</b> |
|-----------|--|---------------|-------------------|---------------|
| ENVIRO6.3 | 3300 - Stock Route – Permit/Water Fees         | \$7,992       | \$2,666           | \$8,000       |
| ENVIRO6.2 | 3300 - Stock Route Recoverable Works (Revenue) | \$0           | \$221,016         | \$663,050     |
| ENVIRO6.4 | 3300 - Trustee Lease Fees (Revenue)            | \$75,743      | \$66,666          | \$200,000     |
| ENVIRO6.5 | 3300 - Reserves Agistment Fees (Revenue)       | \$2,854       | \$6,666           | \$20,000      |
| ENVIRO6.6 | 3300 - Precept Expenses (Revenue)              | \$0           | \$5,833           | \$17,500      |
| ENVIRO6.7 | 3300 - Stock Route Maintenance (Expenditure)   | \$26,929      | \$251,433         | \$754,300     |
| ENVIRO6.8 | 3300 - Reserves Expenses (Expenditure)         | \$1,151       | \$15,000          | \$45,000      |

### **6.2 - Report**

#### **Reserves**

Capital Works Project – McKinlay Reserve



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Capital works for Consentes has been approved for a new fence around the Tank & Bore and to have the bore logged.

We put tenders out for Longford Bore, with no interested Tenders

### **6.3 - Cemeteries**

#### **6.3.1 – Budget**

|           |                   | <b>Actual</b> | <b>Budget YTD</b> | <b>Budget</b> |
|-----------|-------------------|---------------|-------------------|---------------|
| ENVIRO6.9 | 3400 - Cemeteries | \$5,573       | \$18,333          | \$55,000      |

#### **6.3.2 - Report**

A family come to Julia Creek to find 3 family members in the cemetery. A rock memorial stone was put on Mrs Magoffin's grave.

### **7 – Work Program (Workcamp)**

#### **7.1 - Budget**

|           |                     | <b>Actual</b> | <b>Budget YTD</b> | <b>Budget</b> |
|-----------|---------------------|---------------|-------------------|---------------|
| ENVIRO7.1 | 3600 - Work Program | \$10,203      | \$10,500          | \$31,500      |

#### **7.2 – Report**

Below is a list of jobs that the Work Camp undertook in October 2022.

| <b>Community Group</b>                  | <b>Activity</b>   |
|---|---|
| McKinlay Shire Council                  | <u>Workshop</u><br>Assist with workshop duties  |
| McKinlay Shire Council                  | <u>Saleyards</u><br>*Assist with the regular upkeep of the facility<br>*Mowing/Whippersnipping  |
| McKinlay Shire Council                  | <u>McIntyre Park</u><br>Mowing/Whippersnipping  |
| McKinlay Shire Council                  | <u>Various</u><br>*Assist Ranger with fencing on McKinlay Reserve under Capital Works Project<br>*Plant new trees around Netterfield/Coyne Streets<br>*Mowing/whipper snipping airport area |
| Julia Creek Pony Club                   | Whippersnip and remove rubbish from Pony Club grounds   |
| Julia Creek State School                | Mowing/Whipper snipping   |
| Churches/RSL/CWA/SES/Dirt and Dust      | Mowing/whipper snipping   |
| Julia Creek Multi Purpose Health Centre | Ground maintenance at the hospital grounds  |

### **8 – Housing, FRB and Community Centre**

#### **8.1 – Budget**



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|           |           |  | Actual    | Budget YTD | Budget    |
|-----------|-----------|--|-----------|------------|-----------|
| ENVIRO9.1 | 3810-1300 | 3810 - Council Property / Staff Housing Program Rev  | \$39,546  | \$33,333   | \$100,000 |
| ENVIRO9.2 | 3810-1301 | 3810 - Council Property / Subdivision Blocks Rent    | \$1,000   | \$300      | \$900     |
|           | 3810-1302 | 3810-Council Property / Subdivision Blocks outgoings | \$1,263   |            | \$0       |
| ENVIRO9.3 | 3810-2300 | 3810 - Council Property / Staff Housing Program Exp  | \$136,515 | \$106,666  | \$320,000 |
| ENVIRO9.4 | 3810-2300 | 3810 - Council Property / Sub Division Expense       | \$3,158   | \$2,000    | \$6,000   |

## 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<br>4 Amberly Drive  |
| New Tenancies                | One (1) – Unit B, 4 Shaw Street  |
| Finalised Tenancies          | Nil  |
| Remedy Breach                | Nil  |
| Notice to Leave              | Nil  |
| Notes/Repairs                | <p><b><u>Maintenance</u></b></p> <ul style="list-style-type: none"> <li>*Boards screwed down on back verandah at Doctors House</li> <li>*Australian Asbestos management attended site and inspected all properties that contained asbestos</li> <li>*Electrical upgrade works at 17 Coyne Street</li> <li>*Replaced sensor light at 33 Byrne Street</li> </ul> <p><b><u>Capital Works</u></b></p> <ul style="list-style-type: none"> <li>*Painting is completed on 7 Coyne Street</li> </ul> |

### 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) |



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|                     |     |
|---------------------|-----|
| 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**

|            |                                   | <b>Actual</b> | <b>Budget YTD</b> | <b>Budget</b> |
|------------|-----------------------------------|---------------|-------------------|---------------|
| ENVIRO10.4 | 3820 - Community Centre Hire Fees | \$247         | \$2,166           | \$6,500       |

|            |                        | <b>Actual</b> | <b>Budget YTD</b> | <b>Budget</b> |
|------------|------------------------|---------------|-------------------|---------------|
| ENVIRO10.4 | 3820 - FRB Centre RENT | \$14,121      | \$13,333          | \$40,000      |

|            |   | <b>Actual</b> | <b>Budget YTD</b> | <b>Budget</b> |
|------------|---|---------------|-------------------|---------------|
| ENVIRO10.5 | 3820 - FRB Units & Community Ctre Operational Costs | \$11,841      | \$36,666          | \$110,000     |

**Report**

**Seniors Living Units / Fr Bill Community Centre**

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

| <b><u>Fr Bill Units</u></b>  |                                 |
|------------------------------|---------------------------------|
| Units Available for Rent     | Two (2) – Unit 3, Unit 7        |
| New Tenancies                | Nil                             |
| Finalised Tenancies          | Nil                             |
| Remedy Breach                | Nil                             |
| Notice to Leave              | Nil                             |
| Repairs undertaken           | *Replace stove switch at Unit 4 |
| <b><u>Fr Bill Centre</u></b> |                                 |
| Repairs undertaken           | Nil                             |



## **9 – Land and Building Development**

### **9.1 – Budget**

|            |                | <b>Actual</b> | <b>Budget YTD</b> | <b>Budget</b> |
|------------|----------------|---------------|-------------------|---------------|
| ENVIRO11.1 | 3900 - Revenue | \$4,332       | \$666             | \$2,000       |

|            |                              | <b>Actual</b> | <b>Budget YTD</b> | <b>Budget</b> |
|------------|------------------------------|---------------|-------------------|---------------|
| ENVIRO11.2 | 3900 - Town Planning Program | \$9,884       | \$20,000          | \$60,000      |

### **9.2 - Report**

#### **Regulatory Services, Land and Building Development**

There were no development applications were lodged during the month

| <b><u>DA #</u></b> | <b><u>Applicant</u></b>             | <b><u>Type of Development</u></b> | <b><u>Location</u></b>                              | <b><u>Application Details</u></b>   |
|--------------------|-------------------------------------|-----------------------------------|---|---|
| 2022-23_04         | Elders Rural Services Australia Ltd | PLANNING                          | 40 Byrne Street, JULIA CREEK QLD 4823               | Material Change of Use for a 'Shop' Use   |
| 2022-23_05         | Ashley Fegan                        | OPERATIONAL WORKS                 | McKinlay Road, MCKINLAY QLD 4823<br>Lot 5 on TO16   | Construction of replacement bore  |
| 2022-23_06         | Clentbury Enterprises Pty Ltd       | OPERATIONAL WORKS                 | Eulolo Road, MCKINLAY QLD 4823<br>Lot 3 on TO30     | Taking or interfering with water (Construction of Artesian Water Bore to water stock) |
| 2022-23_07         | Thomas Scholes                      | OPERATIONAL WORKS                 | Ivellen Road, JULIA CREEK QLD 4823<br>Lot 8 on EN55 | Taking or interfering with water  |
| 2022-23_08         | Clentbury Enterprises Pty Ltd       | OPERATIONAL WORKS                 | Eulolo Road, MCKINLAY QLD 4823<br>Lot 3 on TO30     | Operational work for construction of artesian water bore to water stock               |

Updates on various land matters are as follows;

| <b><u>Matter</u></b>  | <b><u>Status</u></b>  |
|---|---|
| Kynuna Rodeo Grounds/Landfill                                 | No further updates at this stage  |
| McKinlay Landfill   | Council have been granted a 6 month extension in order to comply with the Native Title Conditions |
| Lot 2 K3718 – Land beside Water Reserve in Kynuna             | No further updates at this stage  |
| Acquiring Land for Industrial Estate (part of Lot 8 on EN125) | No further updates at this stage  |





Ordinary Meeting of Council Tuesday 15 November 2022

|  |   |
|--|---|
| Road Opening through Malpas Station  | A offer has been received from the Department. Council are to pay the plan lodgement fee and submit survey plan by the 21 January 2022. |
| Application for Deed of Grant over Operational Reserve, Lot 54 on JC55713 also known as 48 Byrne Street, Julia Creek | No further updates at the stage   |

## **10 – Local Disaster Management**

### **10.1 – Budget**

|            |                   | <b>Actual</b> | <b>Budget YTD</b> | <b>Budget</b> |
|------------|-------------------|---------------|-------------------|---------------|
| ENVIRO12.1 | 2760 - SES Grants | \$20,568      | \$6,856           | \$20,568      |

|            |                           | <b>Actual</b> | <b>Budget YTD</b> | <b>Budget</b> |
|------------|---------------------------|---------------|-------------------|---------------|
| ENVIRO12.2 | 2760 – SES Capital Grants | \$0           | \$23,333          | \$70,000      |

|            |                                | <b>Actual</b> | <b>Budget YTD</b> | <b>Budget</b> |
|------------|--------------------------------|---------------|-------------------|---------------|
| ENVIRO12.2 | 2760 - Natural Disaster Grants | \$4,578       | \$2,260           | \$6,780       |

|            |  | <b>Actual</b> | <b>Budget YTD</b> | <b>Budget</b> |
|------------|--|---------------|-------------------|---------------|
| ENVIRO12.3 | 2760 - Disaster Management Operational Costs | \$3,862       | \$8,500           | \$25,500      |

### **10.2 - Report**

No events activated the LDMG during the month.



Ordinary Meeting of Council Tuesday 15 November 2022

**6.2 Subject:** Application to surrender current Permit to Occupy and make application for a new permit to occupy (PO 0/240157) over Lot A on CP AP23153  
**Attachments:** 6.2.2 – Email Correspondence from Connolly Suthers Lawyers  
**Author:** Environmental & Regulatory Services Team Leader  
**Date:** 4 November 2022

---

**Executive Summary:**

Correspondence has been received from Connolly Suthers Lawyers acting on behalf of TC Burke and MJ Burke regarding their application to surrender permit to occupy PO 0/240157 and make application for a new PTO over Lot A on CP AP23153.

**Recommendation:**

*That Council resolves to;*

- 1. Delegate the Chief Executive Officer to complete and return the Part C – Statement in relation to an application under the Land Act 1994 over State Land' form to Connolly Suthers Lawyers*

**Background:**

Email correspondence has been received from Connolly Suthers Lawyers acting on behalf of TC Burke and MJ Burke – Purchase from John W Beach – Interest in Lands End Station. Tim and Megan Burke wish to surrender the current Permit to Occupy and make a new permit to occupy application (PO 0/240157) over Lot A on CP AP23153. A copy of the title search and google image can be found in attachment 6.2.1.

**Consultation:** (internal/External)

**Legal Implications:**

**Policy Implications:**

**Financial and Resource Implications:**

**InfoXpert Document ID:** 124228

Your ref:

Our ref: BNS:3P:20220784

30 September 2022

McKinlay Shire Council  
**Email: [reception@mckinlay.qld.gov.au](mailto:reception@mckinlay.qld.gov.au)**

**T C BURKE AND M J BURKE - PURCHASE FROM JOHN W BEACH – INTEREST IN LANDS END STATION**

We act for Timothy and Megan Burke.

Our clients intend to make an application to surrender the current Permit to Occupy and make an application for a new Permit to Occupy (PO 0/240157) over Lot A on CP AP23153.


Please find enclosed:-

- (a) Current Title Search;
- (b) Part A – Form LA00 – Contact and Land Details;
- (c) Part B – LA07 – Surrender of a Lease Licence or Permit to Occupy;
- (d) Part B – Form LA03 – Permit to Occupy Application;
- (e) Part C – Form LA30 – Statement in relation to an application under the Land Act 1994 over State Land; and
- (f) Drawings and diagrams of the Permit to Occupy Area.

We would be grateful if you would please consider our clients application and complete, sign and return Part C to us at your earliest convenience.

If you require any further information, please do not hesitate to contact us.

Yours faithfully,

  
Brad Skinner, Partner  
Phone: 4729 6611  
Email: [brad.skinner@cosu.com.au](mailto:brad.skinner@cosu.com.au)  
F7014401/en

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[www.connollysuthers.com.au](http://www.connollysuthers.com.au)

CURRENT STATE TENURE SEARCH  
QUEENSLAND TITLES REGISTRY PTY LTD

Request No: 40789932  
Search Date: 14/04/2022 16:51

Title Reference: 40074527  
Date Created: 29/11/2017

DESCRIPTION OF LAND

Tenure Reference: PO 0/240157

Lease Type: NO TERM

LOT A           CROWN PLAN AP23153  
                  Local Government: MCKINLAY

Area: 914.000000 Ha. (ABOUT)

No Land Description

No Forestry Entitlement Area

Purpose for which granted:  
GRAZING - RESERVE, ROAD OR STOCK ROUTE

DATE OF COMMENCEMENT

Commencement Date: 22/11/2017

REGISTERED PERMITTEE

JOHN WILLIAM BEACH  
MEGAN JON BURKE  
TIMOTHY CHARLES BURKE                   PERMITTEE

CONDITIONS

CURRENT STATE TENURE SEARCH  
QUEENSLAND TITLES REGISTRY PTY LTD

Request No: 40789932  
Search Date: 14/04/2022 16:51

Title Reference: 40074527  
Date Created: 29/11/2017

CONDITIONS

A127 SPECIFIED CONDITIONS FOR: Permit to Occupy  
PURPOSE: Grazing - Reserve, Road or Stock Route

-----  
STATUTORY CONDITIONS:  
-----

Statutory conditions are the mandatory conditions of a permit in accordance with Part 2 Division 1 of the Land Act 1994 and other specific requirements of the Land Act 1994.

1. Permitted Use: The permittee must use the land only for the purpose for which the tenure was issued under the Land Act 1994.
2. Duty of Care: The permittee has the responsibility for a duty of care, for the land under the Land Act 1994.
3. Rent/Instalment: The permittee must pay the annual rent/instalment in accordance with the Land Act 1994 and the Land Regulation 2009.

For further information on how annual rent is determined, refer to the department's website at [www.dnrm.qld.gov.au](http://www.dnrm.qld.gov.au).

4. Noxious plants: The permittee must keep noxious plants on the land under control. If the permittee does not comply with this condition, the Minister may bring the noxious plants under control, the cost of which will be recovered from the permittee.
5. Information to Minister: The permittee must give the Minister administering the Land Act 1994, information the Minister asks for about the tenure.
6. Monies for Improvements: No money for improvements is payable by the State on the forfeiture, cancellation, surrender or expiry of this permit but money may be payable if the State receives payment from an incoming permittee or buyer for the improvements on the land. However, the previous permittee may apply to the Minister to remove the improvements that belong to the permittee, within a period of 3 months from the date of the forfeiture, surrender, or expiry of this permit. The permittee may only undertake the removal of the improvements in the presence of an authorised representative of the department, if required by the Minister. The permittee may only remove those improvements if all monies due from the permittee to the department under this permit have been paid.

7. No sublease/disposal/transfer: A permit to occupy cannot be subleased, disposed, transferred or mortgaged.

REGULATORY-CONDITIONS;-OR-IMPOSED-CONDITIONS----SECTION-210:-----  
-----

A regulatory condition relates to a permit, in accordance with the Land Regulation 2009 - Chapter 5 Part 2 Division 3A of the Land Act 1994.

Section 210 of the Land Act 1994 provides for Imposed conditions to be changed. Where a permit is not subject to the regulated conditions, the (wording of the) regulated conditions may be included as imposed conditions under section 210.

1. Indemnity: The permittee indemnifies and agrees to keep

## CONDITIONS

indemnified the Minister, and the State of Queensland and its Representatives, (the "Indemnified parties") against all liability, costs, loss and expenses including claims in negligence (including any claims, proceedings or demands bought by any third party, and any legal fees, costs and disbursements on a solicitor and client basis) ("Claim") arising from or incurred in connection with:

- a. the granting of this permit to the permittee ;
- b. the permittee 's use and occupation of the land; or
- c. personal injury (including sickness and death) or property damage or loss in connection with the performance (or attempted purported performance or non-performance) of the permit or a breach of the permit by the permittee .

The permittee hereby releases and discharges to the full extent permitted by law, the Indemnified parties from all actions, claims, proceedings or demands and in respect of any loss, death, injury, illness or damage (whether personal or property and whether special, direct, indirect or consequential financial loss) arising out of the use and occupation of the permit.

To the full extent permitted by law, the Minister, the State of Queensland and their Representatives will not be liable to the permittee for any special, indirect or consequential damages, including consequential financial loss arising out of the use and occupation of the permit.

2. Public Liability: The permittee must effect a public liability insurance policy with an insurer authorised under the Insurance Act 1973 (Commonwealth) or, if not so authorised then only with the Minister's approval, which can be given or withheld in the Minister's sole discretion, naming the permittee as the insured covering legal liability for any loss of, or damage to any property and for the injury (including death) to any person arising out of anything done or omitted on or about the land or any improvements thereon and against all claims, demands, proceedings, costs, charges, and expenses whatsoever (including claims in negligence) Such policy must:
  - a. be for an amount of not less than \$20 Million and have no per event sublimit or such higher amounts as the Minister may reasonably require.
  - b. be effected on a "claims occurring" basis; and
  - c. be maintained at all times during the currency of the permit, and upon receipt of any notice of cancellation, the permittee must immediately effect another public insurance policy in accordance with the terms of the permit .

The permittee must, as soon as practicable, inform the Minister, in writing, of the occurrence of any event that the permittee considers is likely to give rise to a claim under the policy of insurance effected and must ensure that the Minister is kept fully informed of subsequent actions and developments concerning the claim.

CONDITIONS

The permittee must renew such policy, at the permittee's expense, each year during the currency of this permit.

The condition will be satisfied if the permittee is the State of Queensland or a statutory authority eligible for cover under the Queensland Government Insurance Fund and is insured and continues to be insured by the Queensland Government Insurance Fund.

This condition will be satisfied if the permittee is the Commonwealth of Australia or a statutory authority eligible for cover under the Comcover Insurance Fund and is insured and continues to be insured by Comcover.

3. Access: The provision of access, further access or services to the land will not be the responsibility of the State.
4. Survey Costs: If the land needs to be surveyed or re-surveyed the permittee must do this at its own cost under the Survey and Mapping Infrastructure Act 2003. This survey plan must be lodged in the land registry within the specified time.
5. Jurisdiction: The permit is subject to the Land Act 1994 and all other relevant Queensland and Commonwealth legislation.
6. Compliance with Laws: The permittee must comply with all lawful requirements of the -
  - a. Local Government; and
  - b. any department within the Queensland or Commonwealth governments (including the department administering the Land Act 1994), local authority or statutory instrumentality having jurisdiction over the land, or the development, use and occupation of the land, in regard to its use, occupation and development of the land.

-----  
IMPOSED-CONDITIONS:-----  
-----

These imposed conditions relate to this permit - Chapter 5 Part 2 Division 2 of the Land Act 1994.

Termination

1. The permit to occupy must be cancelled upon the transfer or disposal of all the land described as Lot 4 on Crown Plan EN40 and Lot 2 on Crown Plan MF21 held by the Permittee.

Improvements or development on or to the land

1. The permittee must not effect any structural improvements on the land.

Care, sustainability and protection of the land

1. The stocking of the land must be managed by the permittee to the satisfaction of the Minister administering the Land Act 1994 and in such a manner to ensure as far as reasonably possible, that a reasonable body of pasturage is available to bona fide travelling stock.
2. Any person authorised by the State must at all times during the term of the lease, have free and unrestricted use of all water on the leased land for any purpose connected with the management of the land or for fire protection.
3. The permittee must not, without reasonable excuse, obstruct the

CONDITIONS

movement of bona fide travelling stock on the stock route network.

Provision of reasonable services, roads and infrastructure external to but servicing the land

1. The provision of access, further access or services to the land will not be the responsibility of Mckinlay Shire Council and the State.

Quarry Material and Forest products

1. The permittee must allow any person authorised under the Forestry Act 1959 access to the land for the purpose of cutting and removing timber or removing other forest products, or quarry material, or other material from the land.

The permittee must not interfere with any forest products or remove any quarry material (including any stone, gravel, sand, earth, soil, rock, guano or clay which is not a mineral within the meaning of the Mineral Resources Act 1989) or other material upon the land without the permission of the Minister administering the Land Act 1994 except under the authority of and in compliance in every respect with the requirements of a permit, licence, agreement or contract granted or made under the Forestry Act 1959.

Other conditions the Minister considers appropriate

1. The permittee must, at all times during the currency of the permit, allow any person authorised free and unrestricted access to, from and across the land .

ENDORSEMENTS

ADMINISTRATIVE ADVICES - NIL

UNREGISTERED DEALINGS - NIL

\*\* End of Current State Tenure Search \*\*

Information provided under section 34 Land Title Act (1994) or section 281 Land Act (1994)

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Requested By: D-ENQ INFOTRACK PTY LIMITED



Queensland Titles Registry Pty Ltd  
ABN 23 648 568 101

Lodger Code: EF 040F

CONNOLLY SUTHERS LAWYERS  
PO BOX 991  
TOWNSVILLE  
QLD 4810

|                         |                 |
|-------------------------|-----------------|
| <b>Title Reference:</b> | <b>50183695</b> |
| <b>Lodgement No:</b>    | 5575032         |
| <b>Office:</b>          | E LODGE (EFT)   |

*This is the current status of the title as at 12:59 on 24/08/2022*

#### ESTATE AND LAND

Estate in Fee Simple

LOT 4 CROWN PLAN EN40  
Local Government: MCKINLAY

LOT 2 CROWN PLAN MF21  
Local Government: MCKINLAY

#### REGISTERED OWNER

Dealing No: 721914713 19/08/2022

MEGAN JON BURKE  
TIMOTHY CHARLES BURKE

JOINT TENANTS

#### EASEMENTS, ENCUMBRANCES AND INTERESTS

1. Rights and interests reserved to the Crown by Deed of Grant No. 40009890 (Lot 4 on CP EN40) (Lot 2 on CP MF21)
2. MORTGAGE No 718218531 18/08/2017 at 09:07 SUNCORP-METWAY LIMITED A.B.N. 66 010 831 722
3. MORTGAGE No 721151634 07/10/2021 at 08:55 REGIONAL INVESTMENT CORPORATION

#### ADMINISTRATIVE ADVICES

NIL

#### UNREGISTERED DEALINGS

NIL

#### DEALINGS REGISTERED

721914713 TRANSFER 20220784 B

Caution - Charges do not necessarily appear in order of priority

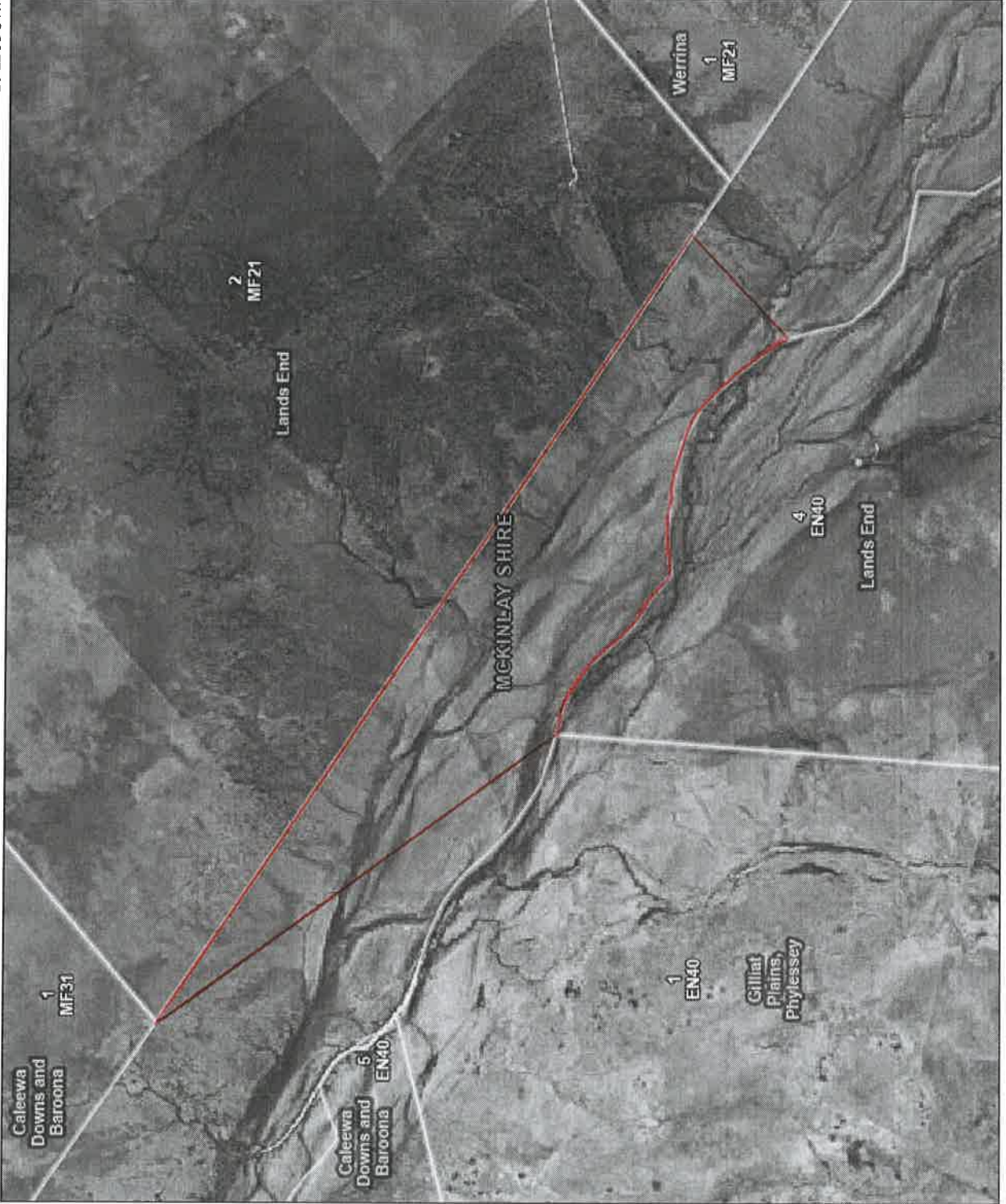
\*\* End of Registration Confirmation Statement \*\*

Registrar of Titles and Registrar of Water Allocations



20°22'53"S 141°26'6"E

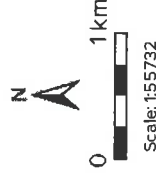
20°22'53"S 141°19'51"E



20°27'42"S 141°26'6"E

20°27'42"S 141°19'51"E

Legend located on next page



Printed at: A4

Print date: 30/9/2022

Projection: Web Mercator EPSG 102100 (3857)

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**Queensland Government**  
 Department of Resources



Local government



Land parcel label - gt 1000  
ha

Address

Road Crossing

Land parcel



Bridge

Parcel

Tunnel

Land parcel - gt 1 ha

Road



Highway

Parcel



Main

Land parcel - gt 10 ha



Local

Parcel



Private

Property

Railway



Land parcel - gt 1000 ha

Cities and Towns

Parcel



Land parcel label

Land parcel label - gt 1 ha

Land parcel label - gt 10 ha

Earthstar Geographics

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20°18'30"S 141°30'37"E

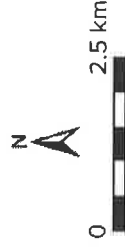
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20°27'20"S 141°30'37"E

20°27'20"S 141°19'11"E

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Printed at: A4

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**Queensland Government**  
Department of Resources



Local government



Address

Land parcel

Parcel

Land parcel - gt 1 ha

Parcel

Land parcel - gt 10 ha

Parcel

Property



Land parcel - gt 1000 ha

Parcel

Land parcel label

Land parcel label - gt 1 ha

Land parcel label - gt 10 ha

Land parcel label - gt 1000  
ha

Road Crossing



Bridge

Tunnel

Road



Highway



Main



Local



Private

Cities and Towns



Railway



Earthstar Geographics

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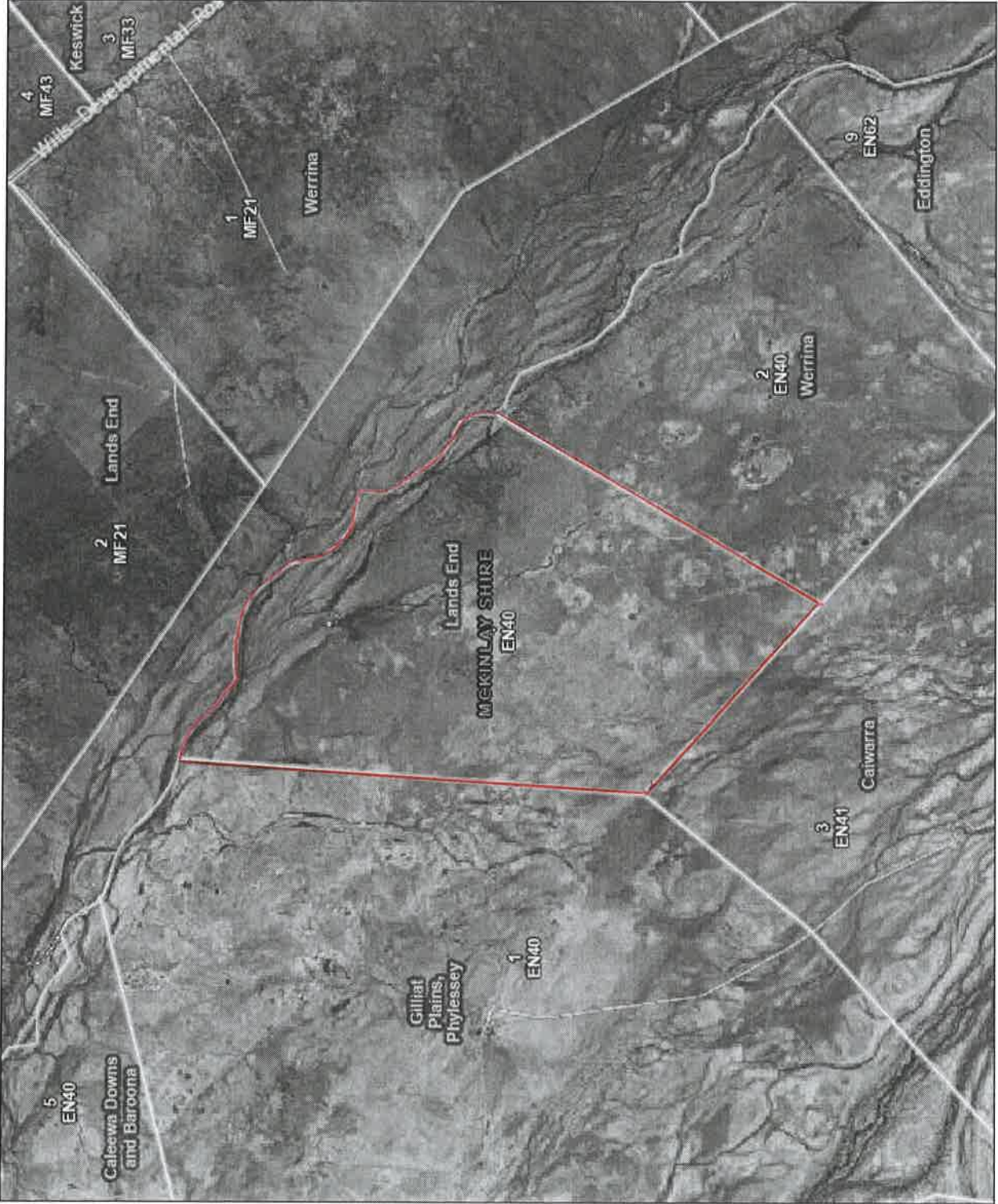
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20°23'50"S 141°30'14"E

20°23'50"S 141°17'37"E



20°33'34"S 141°30'14"E

20°33'34"S 141°17'37"E

Legend located on next page



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Printed at: A4

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**Queensland Government**  
Department of Resources

Local government



Address

Land parcel

Parcel

Land parcel - gt 1 ha

Parcel

Land parcel - gt 10 ha

Parcel

Property



Land parcel - gt 1000 ha

Parcel

Land parcel label

Land parcel label - gt 1 ha

Land parcel label - gt 10 ha

Land parcel label - gt 1000  
ha

Road crossing



Bridge

Tunnel

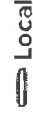
Road



Highway



Main



Local



Private

Railway



Cities and Towns





## **7.0 COMMUNITY SERVICES**

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**7.1 Subject:** Community Services Monthly Report

**Attachments:** Nil

**Author:** Community Services Team Leader

**Date:** 8<sup>th</sup> November 2022

**Executive Summary:**

Council is presented with the monthly Community Services report, which provides an overview of the operations for the month: **October 2022.**

**Recommendation:**

*That Council receives the Community Services monthly report for October 2022.*

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

**Grants, Funding & Projects**

No updates from previous meeting.

**Julia Creek Caravan Park**

Visitation to the Park remained steady during October as we recorded similar guest numbers and revenue at the same time last year. This is a positive sign moving forward in the hopes the shoulder of the tourist season may be extending through until later in the year. Jodi and Garrie enjoyed a well earned holiday during the month and were well covered by Brad and Cheryl Faint who hit the ground running and took over management duties for October. With a downturn of visitors expected over the summer months, this will give us the opportunity to undertake repairs and maintenance tasks in preparation for 2023.

**JC Caravan Park Revenues October 2022**

| Type of service            | AUGUST<br>revenues (inc GST) | Total | SEPTEMBER<br>revenues (inc GST) | Total | OCTOBER<br>revenues (inc GST) | Total |
|----------------------------|------------------------------|-------|---------------------------------|-------|-------------------------------|-------|
| Twin Single Units          | \$3,330                      |       | \$5,310                         |       | \$2,970                       |       |
| Powered Sites              | \$44,444                     |       | \$28,945                        |       | \$13,505                      |       |
| Self-Contained Cabins      | \$20,534.60                  |       | \$14,795.50                     |       | \$19,455                      |       |
| Unpowered Sites            | \$5,360                      |       | \$3,484                         |       | \$1,410                       |       |
| <b>Sub Total</b>           | <b>\$73,668.60</b>           |       | <b>\$52,534.50</b>              |       | <b>\$37,340</b>               |       |
| Artesian Baths incl. salts | \$22,997                     |       | \$19,448                        |       | \$12,817.50                   |       |
| McIntyre Park              | \$1,117                      |       |                                 |       |                               |       |
| Cheese Platters            | \$3,720                      |       | \$4,020                         |       | \$2,790                       |       |
| Laundry                    | \$2,206                      |       | \$897                           |       | \$555                         |       |
| Long Term Stay             |                              |       |                                 |       |                               |       |
| <b>Calculated Total</b>    | <b>\$103,708.60</b>          |       | <b>\$76,899.50</b>              |       | <b>\$53,502.50</b>            |       |

**JC Caravan Park Occupancy by Category October 2022**

| Type of Service      | % Occupancy |
|----------------------|-------------|
| Twin Single Units    | 48%         |
| Cabin – 4 berth      | 84%         |
| Cabin – 6 berth      | 70%         |
| Unpowered site       | 19%         |
| Powered Caravan site | 36%         |
| Powered camp site    | 4%          |



**JC Caravan Park Artesian Bathhouse Usage October 2022**

| Type of Service                   | Number of bookings |
|-----------------------------------|--------------------|
| Boundary Rider Huts               | 61                 |
| Replica Rainwater Tank Bathhouses | 125                |

**Library & Funeral Services**

A good month for the Library with plenty of visitors utilizing the facility and staying out of the warmer weather. A book exchange has arrived and lots of children are enjoying using the Library and outdoor areas after school. The local Mums and Bubs group is continuing with great success and this month the families were joined by Outback Futures and local QAS Officer Jenny to demonstrate helpful techniques on baby and toddler safety.

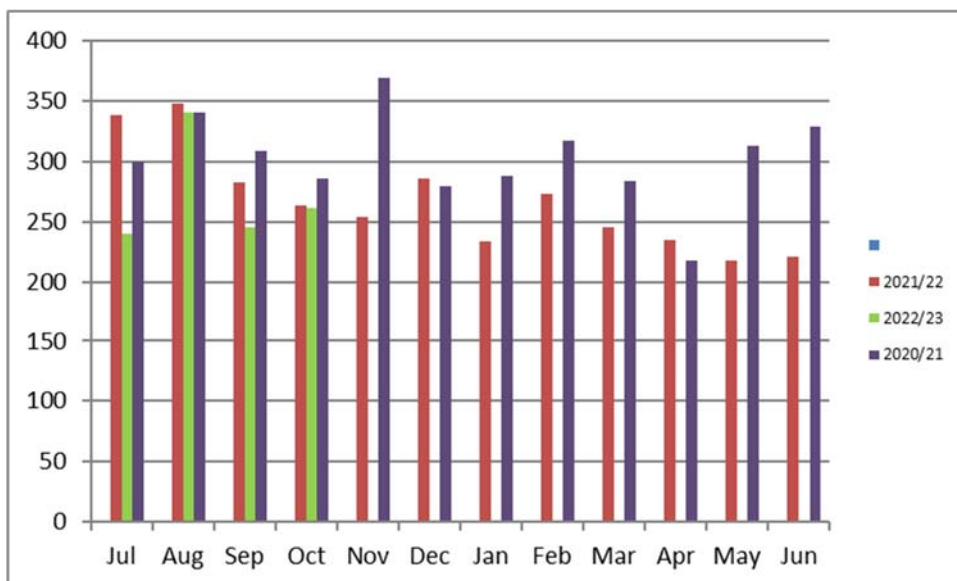
**JC Library Memberships October 2022**

| Type of Membership | Total Membership |
|--------------------|------------------|
| Adult              | 306              |
| Junior             | 70               |
| Institutions       | 2                |
| Tourists           |                  |

**JC Library Services Provided October 2022**

| Services Provided      | Total Amount |
|------------------------|--------------|
| Reservations satisfied | 18           |
| Requests for books     | 20           |

**JC Library Monthly Loans October 2022**





### JC Library Monthly Visitors October 2022



### Tourism

#### ***Total Visitor Numbers for October 2022***

There were 284 visitors to the Julia Creek Visitor Information Centre in October 2022 compared with 244 in October 2021. There have been 8402 visitors to the Julia Creek Visitor Information Centre this year to date (YTD) compared with 7647 over the same period in 2021.

#### ***Total Locals for October 2022***

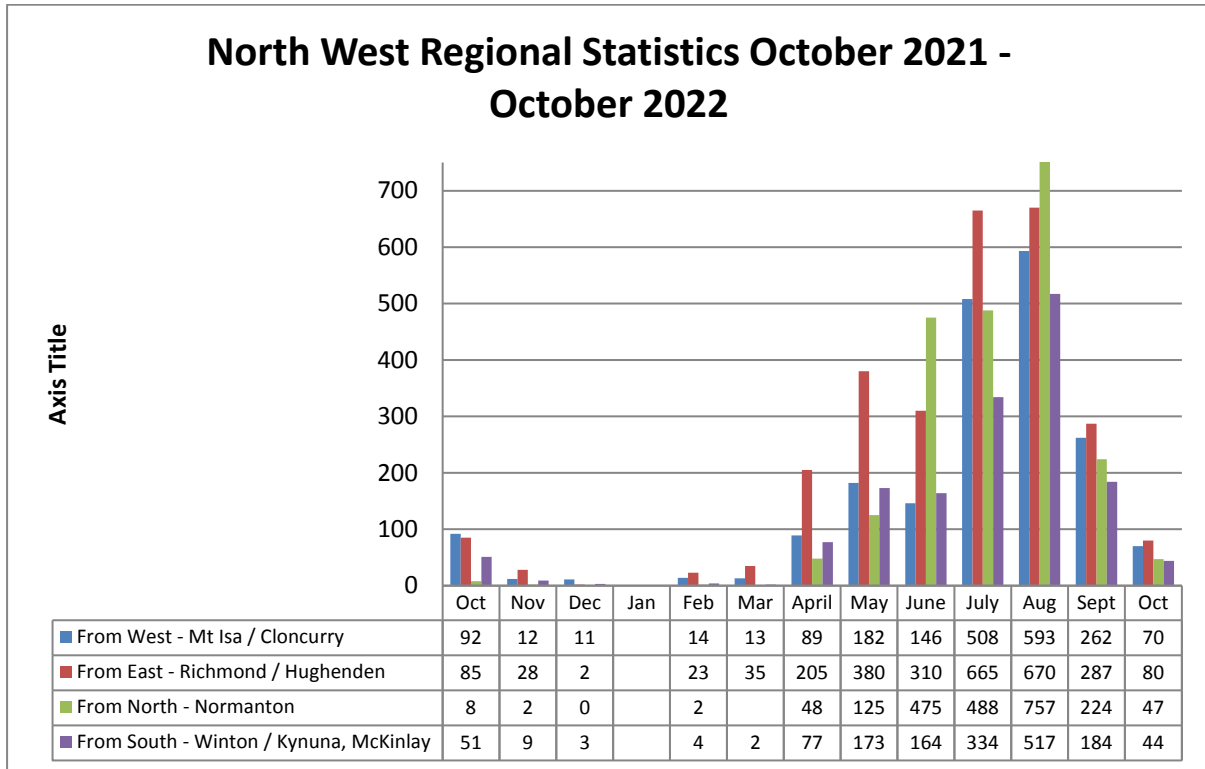
There was a total of 22 local visitors to the Julia Creek Visitor Information Centre in October 2022 compared with 8 in October 2021.

#### ***Beneath the Creek Entries October 2022***

There was a total of 71 attendees at the dunnart feeding experience compared with 115 in in 2021. 11 children attended dunnart feeding sessions in October 2022.



**North West Regional Statistics for October 2022**



**RV Site Permits October 2022**

There were 16 RV Site permits issued in October 2022 compared with 27 in October 2021. We did not have a Camp Host on site during the low season period.

**Social Media Figures**

|            | Facebook Page Followers |                 |              | Instagram Likes        |                 |              |
|------------|-------------------------|-----------------|--------------|------------------------|-----------------|--------------|
|            | Mckinlay Shire Council  | Julia Creek VIC | Caravan Park | Mckinlay Shire Council | Julia Creek VIC | Caravan Park |
| October 1  | 6,997                   | 5,073           | 4,524        | 1,088                  | 2,943           | 58           |
| October 31 | 7,018                   | 5,118           | 4,556        | 1,090                  | 2,970           | 140          |

- NB In October 2022, we have commenced tracking Facebook Followers instead of Likes as this statistic is easier to track.



## Julia Creek Early Learning Centre

### Current enrolments

There are currently 21 children enrolled at the Service. Two new enrolments commenced during the month of October. We currently have 3 younger children on the waitlist waiting for a spot to become available (due to staff ratio requirements for their age) so that should be possible with our third educator, and we have 3 children that are currently enrolled and attending but needing additional days of care.

### Attendance

The centre had 164 attendances (actual) over the 20 days of care offered during October. This equated to an average of approx. 8 children per day.

### Significant events:

- A fulltime educator commenced on 31<sup>st</sup> October 2022, bring our staffing to 3 fulltime educators and two casuals.
- We have been reaching out to Inclusion support to assist educators with managing some challenging behaviour. There may be opportunities to apply for additional funding for extra staff to support these children.
- Educators have been going through the process of self assessments to ensure all regulations, law and elements of the National Quality Framework are being met and to ensure evidence is collected.
- Critical reflection has been embedded by educators as a way of evaluating and moving forward with suggestions for improvement.
- Transition to school activities continue with a visit to the school for the “Preppies”. In the next week or so Transition to School reports will be completed.
- The Halloween walk was well attended, and we thank all the people in the community who provided trick and treats. The opening of the Café with haunted house and delicious food was very much appreciated and families relaxed in the park on what proved to be a very hot evening.
- Community excursions continue with visits to the bakery, butchers shop, library and the park. We are currently getting out and about on Mondays when we have less children, but hope to extend this part of our programme to other days now that we have stable staffing.
- Storypark continues to be our main way of communicating with families, and we are looking at the possibility of cloud based QikKids to reduce the administrative load.

## Swimming Pool

### USUAGE

#### TOTAL NUMBERS FOR THE MONTH

| ENTRIES                            | SWIMMERS |
|------------------------------------|----------|
| Adult Entry                        | 15       |
| Child Entry                        | 32       |
| <b>Season Passes / Family Pass</b> |          |
| Adult                              |          |
| Child                              |          |
| Swim Lessons/ No Charge            | 73       |
| After School Care/ No Charge       |          |



|                              |            |
|------------------------------|------------|
| J/C Swimming Club/ No Charge |            |
| J/C State School/ No Charge  | 61         |
| <b>Caravan Park Tokens</b>   |            |
| Adult                        | 181        |
| Child                        | 147        |
| <b>Free Sunday</b>           |            |
| Adult                        |            |
| Child                        |            |
| <b>Total Swimmers</b>        | <b>773</b> |

## Sport & Recreation

Council has still not been able to secure a person to fill the vacant Sport and Recreation Officer position. As a result, there are unfortunately no normal programs occurring at this stage.

## Community Health

| CHSP Clients  | Occasions of Service | Time Spent (hrs) |
|---------------|----------------------|------------------|
| Nursing Care  | 49                   | 26.05            |
| Personal Care | 11                   | 3.75             |
| Other         | --                   | --               |
| <b>TOTAL</b>  | <b>60</b>            | <b>29.80</b>     |

| Non-CHSP Clients      | Occasions of Service | Time Spent (hrs) |
|-----------------------|----------------------|------------------|
| Nursing Care          | 21                   | 9.80             |
| Other (personal care) | 3                    | 1.00             |
| Other                 | --                   | --               |
| <b>TOTAL</b>          | <b>24</b>            | <b>10.8</b>      |

| TRANSPORTS       | Number of one-way journeys |
|------------------|----------------------------|
| CHSP Clients     | 18                         |
| Non-CHSP Clients | 3                          |
| <b>TOTAL</b>     | <b>21</b>                  |

|   |
|---|
| <b>Meetings</b>   |
| LDMG pre wet season 12/10/22  |
| <b>Health Promotion</b>   |
| WQPHN did a Max the Vax promotion (for Covid and Flu jabs) in JC 27/10/22<br>Organised some CHSP clients to get to Cloncurry next month for hearing checks by Australian Hearing (as they aren't coming to Julia Creek) |
| <b>General Business</b>   |
| OoS with x6 non-CHSP clients this month   |



Ordinary Meeting of Council Tuesday 15<sup>th</sup> November 2022

## CHSP – Commonwealth Home Support Program

### Events and Activities

CHSP Clients are enjoying Monday games, Wednesday luncheons, Thursday shopping and gym on Tuesday and Thursday's each week.

### Statistics October 2022

CHSP currently have a total of **23** clients.

| Service Offered  | Number of Clients                |
|--|----------------------------------|
| Transport  | 42 Two-way trips                 |
| Social Support   | 36 Visits                        |
| Personal Care  | 19 visits 1 clients              |
|  |                                  |
| Counselling/Support, Information and advocacy (client) | 5 hours                          |
| Shopping   | 4 trips (5 clients)              |
| GAMES  | 10 attended (4 sessions)         |
| Luncheon   | Attended (4 sessions)            |
| Wednesday Meal   | 40 meals (including morning tea) |
| Meals on Wheels  | 19 meals delivered               |
| Home Maintenance                                       | 18 lawns mowed 9 clients         |
| Domestic Assistance                                    | 5 clients                        |
| Pub Lunch  | 10 clients 2 sessions            |
| Clients Transported for Doctors Appointments           | 2 CHSP clients                   |

InfoXpert Document ID: 124224



Ordinary Meeting of Council Tuesday 15<sup>th</sup> November 2022

**7.2 Subject:** Caravan Park Bookings Terms and Conditions Policy  
**Attachments:** 7.2.1 Caravan Park Bookings Terms and Conditions Policy V2.0  
**Author:** Community Services Team Leader  
**Date:** 8<sup>th</sup> November 2022

---

**Executive Summary:**

Council approved and implemented the Caravan Park Bookings Terms and Conditions Policy V1.0 in November 2020. This policy has been reviewed, updated, and presented to Council for adoption.

**Recommendation:**

*That Council adopt the updated Caravan Park Bookings Terms and Conditions Policy V2.0.*

---

**Background:**

Due to the increasing demand for bookings at the Caravan Park and a number of last-minute cancellations and 'no-shows', Council implemented the Caravan Park Bookings Terms and Conditions Policy in November 2020. This policy was aimed at ensuring the continued financial viability of the site by providing Caravan Park Managers a structure for receiving bookings, taking payments and dealing with cancellations. The policy should ensure a significant amount of financial stability and retained revenue which can often diminish as a result of guests not honoring their scheduled bookings. The policy also aims to provide guests with an overview of their responsibilities and obligations whilst a guest at the Park.

**Consultation:**

Consultation was undertaken with Director Corporate Community Services and Caravan Park Managers.

**Policy Implications:**

Upon adoption this will revoke Caravan Park Bookings Terms and Conditions Policy V1.0.

**Financial and Resource Implications:**

Nil

**InfoXpert Document ID:** 124225



## 1. INTRODUCTION

McKinlay Shire Council (MSC) as owners of the Julia Creek Caravan Park acknowledge the increased visitation and revenue associated with the improved reputation and significant expenditure on facility and infrastructure upgrades. The Julia Creek Caravan Park is now a well sought after destination amongst the touring demographic and MSC needs to ensure the continued financial viability of the site. Outlined within this document are the Caravan Park Rules, which guests are encouraged to abide by at all times whilst on site.

## 2. POLICY OBJECTIVE

The policy aims to provide Caravan Park Managers a structure for receiving bookings, taking payments and dealing with cancellations. The policy should ensure a significant amount of financial stability and retained revenue which can often diminish as a result of guests not honoring their scheduled bookings. The policy also aims to provide guests with an overview of their responsibilities and obligations whilst a guest at the Park.

## 3. SCOPE

This policy applies to Caravan Park Managers employed on a contractual basis by MSC as well as visiting guests to the Park.

## 4. POLICY CONTENT

This policy is noted under the terms and conditions under which a booking is accepted. Guests are reminded that by placing a booking they agree to abide by the terms and conditions as published on Council's website.

### Terms & Conditions

- Checkout is **10am**.
- No refunds will be given for early departures
- Smoking is not permitted in cabins or dongas – minimum \$150 fee applies.
- Please leave cabins & dongas in a tidy state with dishes washed and dried.
- Any damage to property or excess cleaning will be charged accordingly.

Julia Creek Caravan Park ('Park') management, staff or agents ('we') reserve the right to, at any time, to move a guest to another site in the Park. We reserve the right to revoke a booking, at any time, without assigning any reason. Guests are liable for all damages, breakages or losses to any property of the Park caused by negligence or improper use. All reasonable cost of repairs/replacement shall be borne by the guest. We accept no responsibility whatsoever for caravans and or vehicles and their contents whilst they remain in the Park. By staying with us, you agree to these terms and conditions and any penalties that are incurred.

### Julia Creek Caravan Park Rules

- Please observe the **5km/h Speed Limit**.
- All QLD Road Rules apply to vehicles entering the Caravan Park.
- **Quiet time is 10pm** – please be considerate of other guests.
- The camp kitchen closes at 10pm.
- All patrons using the camp kitchen and facilities are required to leave the shared areas clean at all times.
- Please ensure lights and TV at camp kitchen are turned off at night.
- **Fires are not permitted** in personal campsites, only at communal camp fire area

### Payments

Guests wishing to stay for a period of less than seven (7) days will be required to pay the full amount of the accommodation upon making a booking and prior to arrival. Guests wishing to stay for a period exceeding seven (7) days will be required to pay a deposit that matches the cost of one (1) night's accommodation upon making a booking and prior to arrival. Payment can be made via EFTPOS or Electronic Funds Transfer (EFT).

### Cancellations

MSC understands guest circumstances can change and bookings may need to be cancelled or altered. All cancellations will incur a non-refundable booking administration fee of \$20.00. Refunds and deposits of fees paid are only available from the Julia Creek Caravan Park under the following circumstances:

- **Peak Season (April – September)**
  - **Notice given at least 7 days prior to check in** – a full refund of the accommodation or deposit will be applied, minus the booking administration fee, except in the case of long weekends and special events (see **Dirt N Dust** below)
  - **Notice given less than 7 days prior to check in** – no refund will be given.
- **Off-Peak Season (October – March)**
  - **Notice given at least 48 hours prior to check in** – a full refund of the accommodation or deposit will be applied, minus the booking administration fee, except in the case of long weekends and special events (see **Dirt N Dust** below)
  - **Notice given less than 48 hours prior to check in** – no refund will be given.

### Julia Creek Dirt N Dust Festival

MSC acknowledges the high demand for accommodation within Julia Creek for the iconic annual festival. As such, any cancellations of accommodation for the dates of the festival will result in no refund being given. By making a booking for the event, guests assume full responsibility of this.

### Pets

- No pets are allowed in buildings including camp kitchen and amenities blocks.
- Pet owners are liable for any damages their pets may cause.
- Owners must clean up after their pets - \$150 fee is applicable for failing to adhere to this rule.
- Excessive barking will not be tolerated.
- Strictly no pets allowed inside cabins or dongas – a minimum fine of \$200 will apply if pets (or evidence of) are found inside Caravan Park Buildings.
- Pets are required to be contained within your site and on a lead within Caravan Park grounds **at all times**
- No pet bedding to be washed in Caravan Park washing machines or sinks
- As a pet owner, you are fully responsible for the actions of your pet and you agree to indemnify the Julia Creek Caravan Park in respect of any incident however arising, involving your pet which results in injury, damage or loss to another person.



## **8.0 CORPORATE SERVICES**

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**8.1 Subject:** Corporate Services September 2022 Report  
**Attachments:** Nil  
**Author:** Director Corporate & Community Services

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**Executive Summary:**

The Corporate Services Report as of 31 October 2022 which summarises the financial performance and position is presented to Council.

**Recommendation:**

*That Council receives the monthly Corporate Services Report for the period ending 31 October 2022.*

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**Report:**

The Corporate Services Report compares actual performance to date with the Council's 2022/2023 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:**

No major revenue or expenditure during the month.



### INCOME STATEMENT SUMMARY

|   | Actuals           | Variance    | YTD Budget            | Full Year Budget      |
|---|-------------------|-------------|-----------------------|-----------------------|
| <b>Total Income</b>                             | 10,298,703        | 73%         | 14,054,282            | 42,162,847            |
| <b>Total Expenses</b>                           | (4,073,126)       | 66%         | (6,188,773)           | (18,566,319)          |
| <b>Net Result</b>                               | <b>6,225,577</b>  | <b>79%</b>  | <b>7,865,509</b>      | <b>23,596,528</b>     |
| Less Capital Revenue                            | 6,021,457         | 63%         | 9,521,384             | 28,564,152            |
| <b>Operating Result (excl. Capital Revenue)</b> | <b>\$ 204,120</b> | <b>-12%</b> | <b>\$ (1,655,875)</b> | <b>\$ (4,967,624)</b> |

### STATEMENT OF FINANCIAL POSITION

|                               | 2023 Actuals          | 2022 Actuals          |
|-------------------------------|-----------------------|-----------------------|
| Current Assets                | 34,249,401            | 30,184,662            |
| Total Non-Current Assets      | 255,054,554           | 253,073,592           |
| <b>Total Assets</b>           | <b>289,303,955</b>    | <b>283,258,254</b>    |
| Total Current Liabilities     | 3,329,508             | 3,063,276             |
| Total Non-Current Liabilities | 268,932               | 268,932               |
| <b>Total Liabilities</b>      | <b>3,598,440</b>      | <b>3,332,208</b>      |
| <b>Net Community Assets</b>   | <b>\$ 285,705,516</b> | <b>\$ 279,926,046</b> |
| <i>Community Equity</i>       |                       |                       |
| Asset Revaluation Surplus     | 79,973,716            | 79,973,715            |
| Retained Surplus              | 205,331,799           | 199,552,332           |
| Reserves                      | 400,000               | -                     |
| <b>Total Community Equity</b> | <b>\$ 285,705,515</b> | <b>\$ 279,926,047</b> |



### STATEMENT OF CASH FLOWS

|   | 2022/23 Actuals   | 2021/22 Actuals   |
|---|-------------------|-------------------|
| <b>Cash Flows from Operating Activities</b> | 1,458,008         | 5,036,833         |
| Receipts, Payments & Interest Received      |                   |                   |
| Borrowing Costs                             |                   |                   |
| <b>Cash Flows From Investing Activities</b> | 4,000,356         | 1,614,673         |
| Payments and Proceeds for PPE               |                   |                   |
| Capital Income                              |                   |                   |
| <b>Cash Flows from Financing Activities</b> | -                 | -                 |
| Loan Payments                               |                   |                   |
| Net increase (decrease) in cash held        | 5,458,364         | 6,651,506         |
| Cash at beginning of the financial year     | 24,385,108        | 17,733,602        |
|   | \$                | \$                |
| <b>Cash at the end of the period</b>        | <b>29,843,472</b> | <b>24,385,108</b> |

### Summary By Departments

| Department                  | Revenue           |            |                   | Expenditure      |            |                   |
|-----------------------------|-------------------|------------|-------------------|------------------|------------|-------------------|
|                             | Actuals           | %          | Budget            | Actuals          | %          | Budget            |
| Infrastructure & Works      | 7,275,664         | 33%        | 21,831,414        | 1,820,717        | 20%        | 9,024,600         |
| Governance & Partnerships   | -                 | 0%         | -                 | 313,508          | 36%        | 867,646           |
| Corporate Services          | 1,946,234         | 19%        | 10,395,489        | 387,537          | 22%        | 1,797,500         |
| Economic Development        | 62,444            | 6%         | 1,014,600         | 211,260          | 22%        | 952,975           |
| Community Services          | 555,972           | 7%         | 7,681,131         | 1,056,781        | 26%        | 3,993,553         |
| Health Safety & Development | 41,765            | 34%        | 123,748           | 110,977          | 20%        | 563,500           |
| Environmental Management    | 193,657           | 17%        | 1,116,465         | 163,313          | 13%        | 1,215,800         |
|                             | <b>10,075,736</b> | <b>24%</b> | <b>42,162,847</b> | <b>4,064,093</b> | <b>22%</b> | <b>18,415,574</b> |

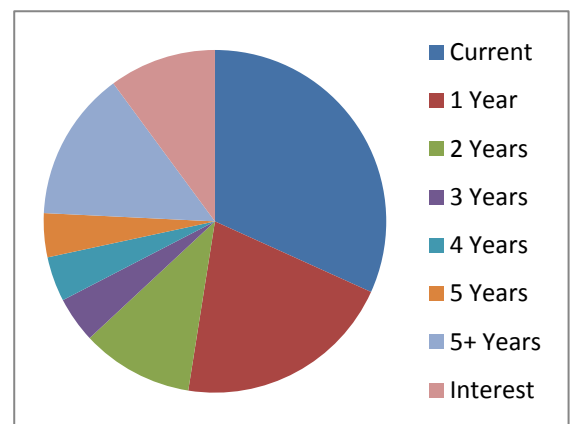


## Capital Works Program 2022-2023 Version 1.0

| Infrastructure & Works                 | Actuals               | Original Budget        | Grants/Other           |
|--|-----------------------|------------------------|------------------------|
| Roads                                  | \$1,659,515.00        | \$18,672,445.00        | \$18,053,268.72        |
| Wastewater                             | \$10,100.00           | \$1,550,000.00         | \$1,500,000.00         |
| Water                                  | \$4,888.40            | \$783,890.00           | \$650,000.00           |
| Transport                              | \$0.00                | \$300,000.00           | \$0.00                 |
| Other                                  | \$0.00                | \$2,203,000.00         | \$0.00                 |
| <b>Subtotal</b>                        | <b>\$1,674,503.40</b> | <b>\$23,509,335.00</b> | <b>\$20,203,268.72</b> |
| Environmental Management               | Actuals               | Budget                 | Grants/Other           |
| Reserves                               | \$38,312.65           | \$164,171.00           | \$0.00                 |
| <b>Subtotal</b>                        | <b>\$38,312.65</b>    | <b>\$164,171.00</b>    | <b>\$0.00</b>          |
| Community Services & Facilities        | Actuals               | Budget                 | Grants/Other           |
| Community Buildings & Other Structures | \$43,573.06           | \$7,535,800.00         | \$7,193,300.00         |
| Parks & Gardens                        | \$40,010.30           | \$670,968.00           | \$660,968.00           |
| Council Housing                        | \$75,083.47           | \$230,000.00           | \$26,906.12            |
| <b>Subtotal</b>                        | <b>\$158,666.83</b>   | <b>\$8,436,768.00</b>  | <b>\$7,881,174.12</b>  |
| Corporate Services                     | Actuals               | Budget                 | Grants/Other           |
| Corporate Buildings & Other Structures | \$4,430.28            | \$211,000.00           | \$0.00                 |
| Other                                  | \$10,117.14           | \$30,000.00            | \$0.00                 |
| Economic Development                   | \$0.00                | \$1,500,000.00         | \$1,121,000.00         |
| <b>Subtotal</b>                        | <b>\$14,547.42</b>    | <b>\$1,741,000.00</b>  | <b>\$1,121,000.00</b>  |
| <b>Total</b>                           | <b>\$1,886,030.30</b> | <b>\$33,851,274.00</b> | <b>\$29,205,442.84</b> |

## Outstanding Rates

|                 | Oct-22        | Sep-22         |
|-----------------|---------------|----------------|
| <b>Current</b>  | 31,173        | 84,525         |
| <b>1 Year</b>   | 20,352        | 21,704         |
| <b>2 Years</b>  | 10,367        | 10,367         |
| <b>3 Years</b>  | 4,245         | 4,507          |
| <b>4 Years</b>  | 4,160         | 4,160          |
| <b>5 Years</b>  | 4,069         | 4,069          |
| <b>5+ Years</b> | 13,864        | 13,864         |
| <b>Interest</b> | 9,913         | 10,138         |
| <b>Total</b>    | <b>98,143</b> | <b>153,334</b> |



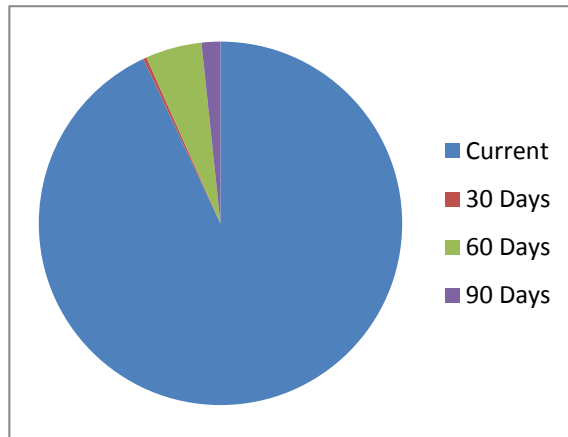




## Outstanding Debtors

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|                |                   |
|----------------|-------------------|
| <b>Total</b>   | <b>550,732.90</b> |
| <b>Current</b> | 512,296.12        |
| <b>30 Days</b> | 1,647.82          |
| <b>60 Days</b> | 27,566.22         |
| <b>90 Days</b> | 9,222.74          |



**Comments:**

**Consultation:**

**Legal Implications:**

**Policy Implications:**

**Financial and Resource Implications:**

**InfoXpert Document ID: 124241**



## **9.0 CHIEF EXECUTIVE OFFICER**

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Ordinary Meeting of Council Tuesday 15<sup>th</sup> November 2022

**9.1 Subject:** Chief Executive Officer's Report

**Attachments:** NIL

**Author:** CEO

**Date:** 10<sup>th</sup> November 2022

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**Executive Summary:**

In addition to the information provided below, a verbal update will be given on current matters headlined in the body of the report which have arisen from the Office of the Chief Executive Officer.

**Recommendation:**

*That Council receive and note the report from the Chief Executive Officer for the period ending 10<sup>th</sup> November 2022 except where amended or varied by separate resolution of Council.*

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**1. Purchase of Land from State for Industrial Estate**

Council has received an offer from the State Government (Department of Resources) for the issue of a Deed of Grant over unallocated State land to be revoked from Stock Dip reserve, currently described as Lot 8 on Crown Plan EN125.

The requirements are:

1. to sign the offer and pay the deposit of \$36,652.17 by 6 December 2022; and
2. to satisfy the remaining terms of the offer and pay the balance of the offer account, being \$190,000, by 8 May 2023. This date can be extended, particularly if a resolution of Native Title becomes time consuming.

I also note a requirement throughout, including with respect to Native Title on pages 4 – 5, that Council is liable to pay the State's costs associated with considering compliance with the offer account and components of satisfying the offer, including reviewing any agreement negotiated by Council to resolve Native Title. This is a fairly standard requirement, but the State has not quantified or capped their costs in any way, and so Council has an unknown level of exposure here.

Council is also required to arrange a Survey Plan, in accordance with Item 8 of the offer.

Council is also required to sign a Statutory Declaration stating that the land is to be utilised for the development of industrial subdivision lots, that the McKinlay Shire Council will attend to the development of the industrial subdivision lots on its own account and McKinlay Shire Council has no current or planned action to dispose of the land to a third party, other than as developed lots from the proposed Deed of Grant.

The sale price of the land equates to a value of approximately \$940/ha or \$380/acre. This value is the Concessional Purchase Price offered by the State.



Ordinary Meeting of Council Tuesday 15<sup>th</sup> November 2022

Council currently has \$150,000 budgeted for the purchase of this land. An amendment to the budget will be required as expenditure this financial year will exceed this amount. I recommend this amount be increased to \$250,000 in the current financial year.

**Recommendation:**

*Council agrees to the offer from the State and authorizes the Chief Executive Officer to:-*

- 1. Sign the offer and pay the deposit of \$36,652.17 by 6<sup>th</sup> December 2022, and*
- 2. Satisfy the remaining terms of the offer and pay the balance of the offer account, being \$190,000, by 8 May 2023. This date can be extended, particularly if a resolution of Native Title becomes time consuming, and*
- 3. At mid-year review increase the budget for the acquisition of land in the current financial year to \$250,000.*

**2. Julia Creek Cattle Train Loading Facility**

There have been ongoing discussions regarding the Julia Creek Cattle Train Loading Facility. An update will be provided on the meetings.

**Recommendation:**

For Council Information

**Policy/Legislative:**

LG Act 2009 & LG Regulation 2012

Policies

Awards

**Operational Financial and Resource Implications:**

To be further advised

**Consultation and engagement:**

Councillors

Directors

Relevant Council staff

External agencies

**InfoXpert Document ID: 124254**



## **10. WORKPLACE HEALTH AND SAFETY**

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Ordinary Meeting of Council Tuesday, 15<sup>th</sup> of November 2022

**10.1 Subject:** WHS Report – October 2022

**Attachments:** Nil

**Author:** WHS Officer

**Date:** 11 November 2022

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**Executive Summary:**

This report outlines the general status of Work Health and Safety at McKinlay Shire Council for the period of October 2022.

**Recommendation:**

*That Council receives the October2022 WHS Report.*

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**Background:**

This report outlines the general status of Work Health and Safety at McKinlay Shire Council for the period of October 2022.

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:** 124254



Ordinary Meeting of Council Tuesday, 15<sup>th</sup> of November 2022

|      |                             | Actual   | Budget    |
|------|-----------------------------|----------|-----------|
| 3700 | Workplace Health and Safety | \$52,319 | \$194,000 |

- Attended McKinlay Depot and Library to organise a computer for better incident reporting with DERS.
  - Had Hal Waddington from LGW attend Council for 2 days
  - Inspected traffic Counter on Byramine Road, Cannington Road and Gidgee Bug Highway.
  - Completed Incident investigation for incident on 05/10/2022
  - Ordered more Electrolyte ice blocks and drinks for Works crews
- 
- **LGW WorkCare** There has been a total of 5 Claims the year with a total amount incurred of \$7,879.
  - **Incidents** in October there have been a total of (1) new incident for the month.
  - **Outstanding Actions** total of 58 outstanding Actions (in Rectification Action Plan) and, Total of 17 outstanding Actions (in Skytrust).



Ordinary Meeting of Council Tuesday 15 November 2022

**11. CLOSE**