

# Ordinary Meeting Agenda PUBLIC AGENDA

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

Tuesday 21<sup>st</sup> November 2023, 8:30am

Notice is hereby given that an Ordinary Meeting will be held at the Council Chambers,  
Civic Centre, Julia Creek on 21 November 2023 at 8:30am.

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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 (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 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**

11:00am –McKinlay Shire Economic Development Strategy- TEAM’s Meeting

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

## **4. CONFIRMATION OF MINUTES**

4.1 That the Minutes of the Ordinary Meeting on the 24 October 2023 be confirmed.



MCKINLAY SHIRE COUNCIL

***UNCONFIRMED MINUTES***

**OF THE**

**ORDINARY MEETING OF COUNCIL**

HELD AT THE

BOARDROOM, CIVIC CENTRE  
JULIA CREEK

**24 October 2023**

## ORDER OF BUSINESS

1. Opening
2. Attendance
3. Declaration of Conflict of Interest
- 4.0 Confirmation of minutes
- 4.1 Confirmed Ordinary Council Meeting Minutes 19 September 2023
- 4.2 Business Arising out of minutes of previous Meeting

### **5. ENGINEERING REPORT**

- 5.1 Engineering Works Monthly Report
- 5.2 Establishment of Preferred Suppliers (PSA) Arrangements for Slashing Services
- 5.3 VendorPanel Request VP375977 – Supply and Delivery of one (1) Pneumatic Tyred Roller
- 5.4 Introduction of new Fees and modification of existing Fees Livestock Facility

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

- 6.1 Environmental and Regulatory Services Monthly Report
- 6.2 Updated views for assessment of Conversion of Term Lease 0/240512 described as Lot 1 on Crown Plan CP909887

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

- 7.1 Community Services Monthly Report
- 7.2 Julia Creek Turf Club – Community Sponsorship Request

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

- 8.1 Corporate Services Monthly Report

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

- 9.1 CEO Monthly Report

### **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 08:05am.

## 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 & Community Services, Ms. Tenneil Cody

Environmental Regulatory Services, Team Leader, Ms. Megan Pellow

Executive Assistant, Mrs. Melissa Mussig

**Apologies:**

**Other people in attendance:**

## 3. DECLARATION OF CONFLICT OF INTEREST

i. "I Cr. Janene Fegan declare that I have a conflict of interest with respect to agenda item 7.2 Julia Creek Turf Club – Community Sponsorship Request of the October 2023 Ordinary Meeting (as defined the *Local Government Act 2009*, section 150EN) as follows:

(i) Name of related party: Trevor Fegan

(ii) The nature of my relationship with this related party is Trevor is my spouse.

(iii) The nature of the related party's interests in this matter is Trevor is the President of the Julia Creek Turf Club.

I will be dealing with this declared conflict of interest by leaving the meeting while this matter is discussed and voted on."

## 4. CONFIRMATION OF MINUTES

### 4.1 Confirmation of Minutes

Confirmation of Minutes of the Ordinary Meeting of Council held on the 19 September 2023 be confirmed.

### RECOMMENDATION

*That the Minutes of the Ordinary Meeting of Council held on 19 September 2023 be confirmed.*

### **Resolution No. 036/2324**

Minutes of the Ordinary Meeting of Council held on 19 September 2023 confirmed.

Moved Cr. J Fegan

Seconded Cr. T Pratt

CARRIED 5/0

## 4.2 BUSINESS ARISING FROM PREVIOUS MINUTES

### Item 9.2 Council Meeting Dates 2024

Council to commence Ordinary Meetings at 8:30am in 2024, instead of 9:00am as previously stated in the 19 September 2023 Ordinary Meeting.

## 5. ENGINEERING SERVICES

### 5.1 Engineering Works Report

This report outlines the general activities for the Engineering Department for the month of September 2023.

#### **RECOMMENDATION**

*That Council receives the Engineering Services monthly report for September 2023.*

#### **Resolution 037/2324**

Council receives the Engineering Services monthly report for September 2023.

Moved Cr. J Lynch

Seconded Cr. T Pratt

CARRIED 5/0

### 5.2 Establishment of Preferred Suppliers (PSA) Arrangements for Slashing Services

Currently Council undertakes roadside slashing (mostly under the RMPC contract) utilizing members of the Wet and Dry Plant hire Preferred Suppliers Arrangement. It is recommended to establish a register of Preferred Suppliers for Slashing Services so that lump sum pricing can be sought for specific scopes of work.

#### **RECOMMENDATION**

- a. *Establish a register of Preferred Suppliers for Slashing Services in accordance with Section 232,3 (a) and (e) of Local Government Regulation 2012 to commence 1 January 2024 for an initial period of 2 years; and*
- b. *Instructs Officers to prepare documents and advertise these tenders for Council's consideration at the December 2023 General Meeting.*

#### **Resolution 038/2324**

a. Establish a register of Preferred Suppliers for Slashing Services in accordance with Section 232,3 (a) and (e) of Local Government Regulation 2012 to commence 1 January 2024 for an initial period of 2 years; and

b. Instructs Officers to prepare documents and advertise these tenders for Council's consideration at the December 2023 General Meeting.

Moved Cr. J Lynch

Seconded Cr. J Fegan

CARRIED 5/0

### 5.3 VendorPanel Request VP375977 – Supply and Delivery of one (1) Pneumatic Tyred Roller

Council called for quotes for the supply and delivery of one (1) Pneumatic Tyred Roller on the VendorPanel Platform on the 21 August 2023 with a closing date of 18 September 2023. The request was sent to four (4) suppliers as required. Only 3 quotes were received by the closing date.

#### **RECOMMENDATION**

*That Council resolves to:*

1. *Accept the quote received from Tutt Bryant Equipment for one (1) Bomag WB28RH Pneumatic Tyred Roller for the total cost of \$235,785.00 including GST.*

**Resolution 039/2324**

That Council resolves to:

1. Accept the quote received from Tutt Bryant Equipment for one (1) Bomag WB28RH Pneumatic Tyred Roller for the total cost of \$235,785.00 including GST.

Moved Cr. T Pratt

Seconded Cr. S Royes

CARRIED 5/0

**5.4 Introduction of new Fees and modification of existing Fees Livestock Facility**

As Council has secured leases over the Rail yards and Ramp and the Dip, Fees for the use of these facilities should be considered.

**RECOMMENDATION**

***That Council resolves to:***

- a. Modify section 5 of it's Fees and Charges to reflect "Livestock Facilities including Rail Yards/Ramp and Dip" and;*
- b. Introduce a loading fee of \$1.60 per head (Inc GST) for rail cattle to be billed to the respective Grazier and;*
- c. Introduce a dip fee of \$1.45 per head (Inc GST) to be billed to the Dip operator and;*
- d. Increase the existing Head bail fee to \$2 per head (Inc GST)*

**Resolution 040/2324**

That Council resolves to:

- a. Modify section 5 of it's Fees and Charges to reflect "Livestock Facilities including Rail Yards/Ramp and Dip" and;
- b. Introduce a loading fee of \$1.60 per head (Inc GST) for rail cattle to be billed to the respective Grazier and;
- c. Introduce a dip fee of \$1.45 per head (Inc GST) to be billed to the Dip operator and;

Moved Cr. J Lynch

Seconded Cr. P Curr

CARRIED 5/0

**ENVIROMENTAL 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 2023.

**RECOMMENDATION**

*That Council receives the September 2023 Environmental and Regulatory Services Report.*

**Resolution No. 041/2324**

Council receives the September 2023 Environmental and Regulatory Services Report.

Moved Cr. J Lynch

Seconded Cr. J Fegan

CARRIED 5/0



**6.2 Updated views for assessment of Conversion of Term Lease 0/240512 described as Lot 1 on Crown Plan CP909887**

Correspondence has been received from the Department of Resources (DoR) requesting Council's views and/or requirements including objections for the conversion of Term Lease 0/240512 to Freehold on Lot 1 on CP909887.

**RECOMMENDATION**

*That Council resolves to:*

- 1. Advise the Department of Resources (DoR) that it has no objections and/or requirements for the application for a conversion of Term Lease 0/240512 to freehold for Lot 1 on CP909887; and*
- 2. Council will re-locate the section of walking track that is within Lot 1 on CP909887 to the road reserve.*

**Resolution No. 042/2324**

That Council resolves to:

1. Advise the Department of Resources (DoR) that it has no objections and/or requirements for the application for a conversion of Term Lease 0/240512 to freehold for Lot 1 on CP909887; and
2. Council will re-locate the section of walking track that is within Lot 1 on CP909887 to the road reserve.

Moved Cr. J Fegan

Seconded Cr. S Royes

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 2023.

**RECOMMENDATION**

*That Council receives the Community Services monthly report for September 2023.*

**Resolution No. 043/2324**

Council receives the Community Services monthly report for September 2023.

Moved Cr. J Fegan

Seconded Cr. T Pratt

CARRIED 5/0

**Attendance – Having declared a conflict of interest in item 7.2 Julia Creek Turf Club – Community Sponsorship Request, Cr. J Fegan left the meeting at 9:12am.**

**7.2 Julia Creek Turf Club – Community Sponsorship Request**

Council has received a Community Sponsorship Request from the Julia Creek Turf Club to support the running of the November Beach Races. The funding requested will be utilised as a contribution towards entertainment (musician and children's entertainment).

**RECOMMENDATION**

*Council resolves to approve the Community Sponsorship Request for the Julia Creek Turf Club for \$1,250.*

**Resolution No. 044/2324**

Council resolves to approve the Community Sponsorship Request for the Julia Creek Turf Club for \$1,250.

Moved Cr. T Pratt

Seconded Cr. S Royes

CARRIED 4/0

**Attendance - Cr J Fegan re-joined the meeting at 9:14am****8. CORPORATE SERVICES****8.1 The Corporate Services Report**

The Corporate Services Report as of September 2023 which summarises the financial performance and position is presented to Council.

**RECOMMENDATION**

*That Council receives the monthly Corporate Services Report for the period ending September 2023.*

**Resolution No. 045/2324**

Council receives the monthly Corporate Services Report for the period ending September 2023.

Moved Cr. T Pratt

Seconded Cr. J Fegan

CARRIED 5/0

**9. CHIEF EXECUTIVE OFFICER****9.1 Chief Executive Officer's Report**

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 20<sup>th</sup> October 2023 except where amended or varied by separate resolution of Council.*

**Resolution No. 046/2324**

That Council receive and note the report from the Chief Executive Officer for the period ending 20<sup>th</sup> October 2023 except where amended or varied by separate resolution of Council.

Moved Cr. P Curr

Seconded Cr. T Pratt

CARRIED 5/0

**1. Purchase of House at 80 Burke Street Julia Creek**

I have offered \$250,000 to purchase the house at 80 Burke Street, subject to a satisfactory pest inspection and structural inspection. The offer has been accepted and the inspections have been undertaken and have not identified any major issues. Settlement date for the property is 15<sup>th</sup> November 2023.

*It is recommended Council approves the purchase of the property at 80 Burke Street for \$250,000, and reallocate the money from the Coyne Street Subdivision – Construct New Dwelling, which has an existing budget allocation of \$500,000.*

**Resolution No. 047/2324**

*It is recommended Council approves the purchase of the property at 80 Burke Street for \$250,000, and reallocate the money from the Coyne Street Subdivision – Construct New Dwelling, which has an existing budget allocation of \$500,000.*

Moved Cr. T Pratt

Seconded Cr. J Lynch

CARRIED 5/0

**2. MITEZ Meeting Townsville 26 October 2023**

The next MITEZ meeting will be held on 26<sup>th</sup> October in Townsville. The meeting will include the AGM for the organization.

*It is recommended Council approve the attendance of Councilors Curr and Lynch to the next MITEZ meeting in Townsville on the 26<sup>th</sup> October 2023. Councilor Fegan was approved to attend in the September Meeting.*

**Resolution No. 048/2324**

Council approves the attendance of Councilors Curr and Lynch to the next MITEZ Meeting in Townsville on 26<sup>th</sup> October 2023.

Moved Cr. T Pratt

Seconded Cr. P Curr

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 August 2023.

**RECOMMENDATION**

*That Council receives the August 2023 WHS Report.*

**Resolution No. 049/2324**

That Council receives the September 2023 WHS Report.

Moved Cr. S Royes

Seconded Cr. T Pratt

CARRIED 5/0

**General Business – Councillor Requests**

## 11. CLOSURE OF MEETING

The Chair of the meeting Mayor Philip Curr declared the meeting closed at 9:26am.

UNCONFIRMED



## **5.0 ENGINEERING SERVICES**

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**5.1 Subject:** Engineering Services Monthly Report  
**Attachments:** Nil  
**Author:** Engineering Services Department  
**Date:** 08 November 2023

**Executive Summary:**

This report outlines the general activities for the Engineering Department for the month of October 2023.

**Recommendation:**

*That Council receives the Engineering Services monthly report for October 2023.*

**Background:**

This report outlines the general activities of the department for the month of October 2023 and provides an update on projects.

**RMPC**

	Actual	Budget YTD	Budget
<b>1610 RMPC Works</b>	\$422,727	\$547,000	\$1,641,000

- 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
- RMPC in conjunction with Paul Herring are in the process of upgrading the Delta S system at no extra cost.
- Beef Road 78A -Shoulder Grading, Resheeting has been done by the works crew, Cleaning culverts, Guidepost and Signs.
- Kynuna Road 5807 – Grassing off ready for shoulder Resheeting.
- Richmond - Julia Creek – Pothole Patching, Guideposts and Fire Breaks around Truck and Car pull off areas.
- Julia Creek – Cloncurry – Potholes Patching and Guideposts and Signs Fire breaks around Truck and Car pull off areas.

**Cannington Road**

	Actual	Budget YTD	Budget
<b>1630 Cannington Road Works</b>	\$52,944	\$148,333	\$445,000

- Routine maintenance
- Removal of dead animals.
- Pothole patching



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- Fire breaks around township
- McKinlay Air strip graded

**Roads Maintenance**

	Actual	Budget YTD	Budget
<b>1100 Repairs &amp; Maintenance Shire Roads</b>	\$377,809	\$366,666	\$1,100,000

- Town Streets patching, gutter clearing, helping Parks & Gardens with town maintenance. Town Streets patching, gutter clearing, helping Parks & Gardens with town maintenance.
- Continued grid cleaning Nelia - Minimere and Proa Rd
- Signage and guideposts Nelia – Minimere and proa Rd
- Continue grid cleaning Old Norm 2

**Water and Sewerage**

	Actual	Budget YTD	Budget
<b>1800 Operational Costs – Julia Creek Water</b>	\$53,197	\$63,333	\$190,000

- Monthly water sampling in line with Councils DWQMP
- Daily checks/testing on all water facilities.
- Water and Sewerage Officer continued training in Certificate III of Water and Wastewater Operations when time permitted.
- Shut off tap/s at Pony Club tank.
- Replaced another sprinkler at Julia Creek Truck Park.
- Repaired cisterns at McKinlay Truck Park.

	Actual	Budget YTD	Budget
<b>1810 Operational Costs – McKinlay Water</b>	\$8,868	\$16,666	\$50,000

- Monthly water sampling in line with Councils DWQMP.
- Monthly visual checks on bore/storage tanks.

	Actual	Budget YTD	Budget
<b>1820 Operational Costs – Kynuna Water</b>	\$9,593	\$20,000	\$60,000

- Monthly water sampling in line with Councils DWQMP.
- Visual checks of bore heads/storage tanks.

	Actual	Budget YTD	Budget
<b>1830 Operational costs – Nelia Water</b>	\$3,410	\$5,000	\$15,000

- Monthly water sampling in line with Councils DWQMP.

	Actual	Budget YTD	Budget
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<b>1900</b>	<b>Operational Costs – Julia Creek Sewerage</b>	\$67,888	\$86,666	\$260,000
	<ul style="list-style-type: none"> <li>• Routine monitoring including monitoring pond levels and in house sampling to report to DES on a regular basis</li> <li>• Water and Sewerage Officer to monitor plant and Imhoff tank on a daily basis during the seeding process.</li> <li>• Pumped out dentist van.</li> <li>• Removed pump from Imhoff tank and remove rags and rubbish. This is required at least twice per month.</li> <li>• Dug up and replaced section of faulty/broken sewer main next to manhole on Kynuna Road.</li> <li>• Clear blockage at toilets at Lions Park.</li> <li>• Pumped out truck park toilets in McKinlay.</li> </ul>			

**Workshop**

		Actual	Budget YTD	Budget
<b>1510</b>	<b>Repairs and Maintenance - Plant &amp; Vehicles</b>	\$517,766	\$450,000	\$1,350,000
	<ul style="list-style-type: none"> <li>• Julia creek work camp worker assists the workshop for 2 weeks of each month</li> <li>• Regular plant maintenance activities undertaken</li> <li>• Rear right hand axel seal on loader, Loader will be put into shed for repairs</li> <li>• Received from Mitech Mount Isa 2 Kubota mowers</li> <li>• Received 1 Steel Water Tank for road constructions from M&amp;T Trailers Cairns</li> </ul>			

**Parks and Gardens**

		Actual	Budget YTD	Budget
<b>2700</b>	<b>Parks &amp; Gardens and Amenities – Operations</b>	\$186,385	\$173,333	\$520,000
	<ul style="list-style-type: none"> <li>• Mowing and whipper snipping all town streets and parks</li> <li>• Clean all public Amenities</li> <li>• Mow and whipper snip swimming pool, Father Bill center and R/V camp</li> <li>• Refuge collection</li> <li>• Weed control</li> <li>• Repair and maintain reticulation</li> <li>• Pruning and hedging of township</li> <li>• Clean toilets and remove rubbish Oorindi rest area</li> <li>• Clean slurry pit and wash bay and remove waste</li> <li>• Mow and maintain bike safety track</li> <li>• Propagate new plants for town planting</li> <li>• Replace sprinklers on garden beds at Kev Bannah oval</li> <li>• Assisting Feeding dunnarts on weekends &amp; Public holidays</li> <li>• Maintain and check Cannington Road for inspections 3 days a week</li> <li>• Dig grave &amp; set up funeral service Duncan Fysh</li> </ul>			





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- Maintain McKinlay township for P&G operations
- Maintain Kynuna township for P&G operations

**Airport**

	Actual	Budget YTD	Budget
<b>1300 Airport Operational Costs</b>	\$49,606	\$56,666	\$170,000

- Serviceability Inspections of the facility are undertaken 3 days per week as required for RPT services.
- Local Laws Officer continued to assist in ARO duties and bird mitigation.
- Local Laws Officer samples avgas on Monday/Wednesday/Friday each week for compliance purposes.
- ARO was requested to undertake bird scaring for a private aircraft owner due to a bird strike. Costs are forwarded onto the company for reimbursement.
- The Stores and Purchasing Officer went to Cloncurry to undertake the AROC course in order to commence her ARO role.
- Emergency EFlares were purchased for the airport as recommended in the 2023 Technical Inspection

**Projects**

**DRFA 2022 REPA**

The overall status of the project is summarized below.

Work Package	Current Work Locations
WP01 SE	Adbrin Road
WP02 S	Arizona Braeside Road
WP03 SW	Oorindi McKinlay Road
WP04 NW	Dalgonally Millungera Road
WP05 NE	Trenton Woodstock Road

Work Package	Next Month Forecast
WP01 SE	Isabel Downs Road
WP02 S	McKinlay Nulgara Road, Middleton Kynuna Road
WP03 SW	Ivellen Road
WP04 NW	Julia Creek Taldora Road
WP05 NE	Trenton Woodstock Road

Program Productivity Statistics	
Road Length Completed (km)	656.45km
Road length outstanding (km)	528.11km
Current Daily production rates (Range)	1 to 3.0 km per day.
To Date Average Production Rates	1 to 2.5km per day



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

Extra works were identified as being required to Plant on line, Xylem has finalized the price. They have been engaged to finish the refurbishment of STP.

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

Report is finalized.

#### **Legal Implications:**

Nil

#### **Policy Implications:**

Nil.

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

As provided in the report.

**InfoXpert Document ID:** 129599



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**5.2 Subject: VP 382241 Register of Prequalified Suppliers Road Construction and Maintenance**

**Attachments: To be available at meeting**

**Author: Director Engineering and Regulatory Services**

**Date: 15<sup>th</sup> November 2023**

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**Executive Summary:**

Council sought tenders, via VendorPanel to establish a Register of Pre-qualified Suppliers for Road Construction and Maintenance to commence 1<sup>st</sup> December 2023 for an initial period of 2 years with an option for a 1 year extension, at Council's discretion.

**Recommendation:**

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*That Council resolves to:*

*a) Accept tenders from:*

- *Alexander's Plant Hire Pty Ltd*
- *Barefoot Earthworks*
- *K.W. Murphy Holdings Pty Ltd*
- *McAuley Earthworks Pty Ltd*
- *The Trustee for Crocker Rural Trust*

*Onto the Local Panel of Pre-Qualified Suppliers Road Construction and Maintenance effective 1<sup>st</sup> December 2023 for an initial period of 2 years with an option for a 1 year extension, at Council's discretion and*

*b) Accept tenders from:*

- *Allroads Pty Ltd*
- *AM Earthmoving (Qld) Pty Ltd*
- *Austek Spray and Seal Pty Ltd*
- *Durack Civil Pty Ltd*
- *Elliotts Transport and Plant Hire Pty Ltd*
- *Fulton Hogan Industries Pty Ltd*
- *Hammer and Co Earthmoving*
- *Ikin Civil*
- *Koppen Construction Pty Ltd*
- *Lamont Civil Services*
- *Lined Australia*
- *PeeTree Contracting*
- *RPQ Spray and Seal Pty Ltd*
- *Stabilised Pavements of Australia Pty Ltd*
- *T's Plant Hire Pty Ltd*
- *TEC Crack Sealing*



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- Townsville Earthmoving Pty Ltd
  - Tom's Tonkas Pty Ltd
- Onto the Non-Local Panel of Pre-Qualified Suppliers Road Construction and Maintenance effective 1<sup>st</sup> December 2023 for an initial period of 2 years with an option of a 1 year extension, at Council's discretion and;*

- c) *Notify the successful tenderers and;*  
d) *Notify the unsuccessful tenderers.*

**Background:**

Council's current Register of Pre-qualified Suppliers for Road Construction and Maintenance expires on 30<sup>th</sup> November 2023. Tenders were advertised on 12<sup>th</sup> October 2023 and closed at 4pm 8<sup>th</sup> November 2023.

As outlined in the tender documentation Council has the option to establish varying panels within the Register and it is recommended that Council establish a Local and a Non-Local Panel for this register.

The below table is a summary of submissions including Local and Non-Local break up. Any tenderer that did not send in a Response Schedule are recommended to be excluded. All other tenderers where questions arose were corresponded with and the various issues were resolved.

COMPANY	CONTACT DETAILS	RESPONSE SCHEDULE COMPLIANT?		LOCAL SUPPLIER	Non-Local Supplier
		YES	NO		
Alexander Plant Hire Pty Ltd	Daniell Alexander Phone:0459 467 787 <a href="mailto:philalexander@bigpond.com">philalexander@bigpond.com</a> PO Box 98, Julia Creek, Qld., 4823	YES		Y	
Allroads Pty Ltd	Jon fulton Phone:0410 540 420 <a href="mailto:tenders@allroads.net.au">tenders@allroads.net.au</a> PO Box 318, Brown Plains QLD 4118	YES			Y
Am Earthmoving (Qld) Pty Ltd	Michael Martin Phone:0457 136 806 <a href="mailto:amearthmoving@mail.com">amearthmoving@mail.com</a> PO Box 125, Capella QLD 4723	YES			Y



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Austek Spray Seal Pty Ltd	Dean McLeod Phone:07 5571 6802 Phone:0437 002 779 <a href="mailto:dean.mcleod@austekroads.com.au">dean.mcleod@austekroads.com.au</a> 24 Harrington Street, Arundel QLD 4214	YES			Y
Barefoot Earthworks	Daniel Woodhouse Phone:0487 631 802 Phone:0409 905 846 <a href="mailto:dan.pwoodhouse@gmail.com">dan.pwoodhouse@gmail.com</a> Auckland Downs, Julia Creek, Qld 4823	Yes		Y	
Durack Civil Pty Ltd	James Durack Phone:0417 072 491 <a href="mailto:James@durackcivil.com.au">James@durackcivil.com.au</a> PO Box 517, Tugun, QLD 4224	YES			Y
Elliotts Transport & Plant Hire Pty Ltd	Zara-Jade Sollitt Phone:0447 420 596 <b>Phone: 0498 042 209</b> <a href="mailto:Hddr.elliottstransport@hotmail.com">Hddr.elliottstransport@hotmail.com</a> PO Box 136, Cloncurry QLD 4824	YES			Y
Farrell's Civil Contraction Pty Ltd	Peta Farrell Phone:0405 499 223 <a href="mailto:admin@farrellscc.com">admin@farrellscc.com</a> 324-328 Woolcock St., Garbutt QLD 4814		NO, Has no one appointed to look after Health & Safety		
Fulton Hogan Industries Pty Ltd	Dylan Saffy Phone:07 4221 3203 Phone:0498 760 539 <a href="mailto:dylan.saffy@fultonhogan.com.au">dylan.saffy@fultonhogan.com.au</a> PO Box 2485, Idalia QLD 4811	YES			Y
Hammer and Co Earthmoving	Nicholas Hammer Phone:( 07) 4787 4049 Phone: 0439 500 014 <a href="mailto:Nhammer85@hotmail.com">Nhammer85@hotmail.com</a> PO Box 9, Charters Towers QLD 4820	YES			Y
Ikin Civil	Dale Ikin Phone: 0438 170 388 <a href="mailto:admin@ikincivil.com.au">admin@ikincivil.com.au</a> PO Box 2191, Mareeba QLD 4880	YES			Y
K.W. Murphy Holdings Pty Ltd	Belinda Murphy Phone:0417 001 763 <a href="mailto:wmurphy@bigpond.net.au">wmurphy@bigpond.net.au</a> PO Box 195 Julia Creek QLD 4823	YES		Y	



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Koppen Construction Pty Ltd	Callum Koppen Phone:(07) 4052 2600 Phone: 0488 074 144 <b>tenders@koppens.com.au</b> 4/10 Grafton Street, Cairns QLD 4870	YES			Y
Lamont Civil Services Pty Ltd	Glen Lamont Phone: 0437 227 350 <b>glen@lamont.net.au</b> PO Box 567 Cloncurry QLD 4824	yes			Y
Lined Australia	Michael Holman Phone:0412 300 094 <b>michael@linedaustralia.com.au</b> 35 Evans Ave, North Mackay QLD 4740	YES			Y
Mcauley Earthworks Pty Ltd	Julie McAuley Phone:(07) 4746 8672 Phone: 0447 468 672 <b>djmcauley5@gmail.com</b> Answer Downs PMB 1117 McKinlay QLD 4823	YES		Y	
Ozzie Surveys Pty Ltd	Dale Adamson Phone: 0418 601 855 <b>dale@ozziesurveys.com.au</b> 26B Ramsay Street Cloncurry QLD 4824		No, no response schedule		
PeeTree Contracting	Peter & Erin Garde Phone: 0427 793 990 Phone: 0428 533 704 <b>peetreecontracting@gmail.com</b> Reigate Stn., Croydon QLD 4871	YES			Y
Rpq Spray Seal Pty. Ltd	Sue Meredith Phone: (07) 4774 4400 Phone: 0418 777 152 <b>susan.meredith@rpq.com.au</b> PO Box 530, Deeragun QLD 4818	YES			Y
Stabilised Pavements of Australia Pty Ltd	Patrick Rooke Phone:(07) 4412 0100 Phone:0428 433 423 <b>prooke@stabilis.com.au</b> PO Box 7890, Garbutt, QLD 4814	YES			Y
T's Plant Hire Pty Ltd	Trevor Lawlor Phone:(07) 4742 0264 Phone:0427 421 635 <b>tsph@bigpond.com</b> PO Box 168, Cloncurry, QLD 4824	YES			Y



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TEC Crack Sealing	Joe Townsend Phone:1300 990 251 Phone: 0438 381 016 <a href="mailto:sales@teccracksealing.com.au">sales@teccracksealing.com.au</a> 1/11 Sturt St, Parkhurst QLD 4702	YES			Y
The Stabilising Pty Ltd	Marcia Kelly Phone:0408 066 661 <a href="mailto:enquiry@thestabilising.com.au">enquiry@thestabilising.com.au</a> 2/7 Fannie Bay, NT, 0820		No, no response schedule		
The Trustee For Crocker Rural Trust	Dane Crocker Phone:0429 088 299 Phone:0447 224 717 <a href="mailto:dgcrocker@outlook.com">dgcrocker@outlook.com</a> PO Box 154 Julia Creek QLD 4823	YES		Y	
Townsville Earthmoving Pty Ltd	Michale Brosnan Phone: (07) 4774 4936 Phone: 0413 225 177 <a href="mailto:michael@townearth.com.au">michael@townearth.com.au</a> PO Box 7752 Garbutt Qld 4814	YES			Y
Toms Tonkas Pty Ltd	Thomas Terry Phone: (07) 4746 8622 Phone: 0428 602 914 <a href="mailto:mundjuro7@westnet.com.au">mundjuro7@westnet.com.au</a> Mundjuro Stn, Julia Creek QLD 4823	YES			Y

In addition there was one respondent who even after enquiry does not have someone appointed to look after Workplace Health and Safety, it is recommended that they also be excluded.

Subsequently it is recommended that Council establish a Local panel and a Non-Local of Pre-qualified Suppliers based on the table above.

**Consultation:**

Internal: Chief Executive Officer, Procurement Officer, DRFA Project Manager

External: Gerard Meade (Helix Legal)

**Legal Implications:**

Nil

**Policy Implications:**

Complies with Procurement Policy

**Financial and Resource Implications:**

Nil

**InfoXpert Document ID:** 129600



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**5.3 Subject:** VP 382239 Register of Pre-qualified Suppliers Wet and Dry Hire Mobile Plant and Equipment

**Attachments:**

**Author:** Director Engineering and Regulatory Services

**Date:** 15<sup>th</sup> November 2023

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**Executive Summary:**

Council sought tenders, via VendorPanel to establish a Register of Pre-qualified Suppliers for Wet and Dry Hire Mobile Plant and Equipment to commence 1st December 2023 for an initial period of 2 years with an option for a 1 year extension, at Council's discretion.

**Recommendation:**

*That Council resolves to:*

a) *Accept tenders from:*

- *Adam White Earthmoving*
- *Alexander's Plant Hire Pty Ltd*
- *Barefoot Earthworks*
- *Burnett Contracting*
- *D&T Contracting*
- *K.W. Murphy Holdings Pty Ltd*
- *McAuley Earthworks Pty Ltd*
- *Searle Plumbing Pty Ltd*
- *The Trustee for Crocker Rural Trust*
- *Walter Wilson*

*Onto the Local Panel of Pre-Qualified Suppliers Road Construction and Maintenance effective 1<sup>st</sup> December 2023 for an initial period of 2 years with an option for a 1 year extension, at Council's discretion and*

b) *Accept tenders from:*

- *AM Earthmoving (Qld) Pty Ltd*
- *Betta Hire Pty Ltd*
- *Brooks Hire Services Pty Ltd*
- *Durack Civil Pty Ltd*
- *Elliotts Transport and Plant Hire Pty Ltd*
- *Ellis Profiling QLD Pty Ltd*
- *Farrell's Civil Contraction Pty Ltd*
- *FDH Equip Pty Ltd*
- *Hasting Deerings(Australia) Limited*
- *Indiji Enterprises Pty Ltd*
- *IQ Accessy Pty Ltd*
- *Just Track Pty Ltd*
- *King Hire and Trailers*





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- *Koppen Construction Pty Ltd*
- *McAuley Earthworks Pty Ltd*
- *McConachy Ventures Pty Ltd*
- *MPDT (Tree Qcq Pty Ltd)*
- *Normech Equipment Repairs Pty Ltd*
- *Onsite Rental Group*
- *PeeTree Contracting*
- *R Buss*
- *Rollers Queensland*
- *Specialised Pavement Services Pty Ltd*
- *Spicer Earthmoving Pty Ltd*
- *Stabilised Pavements of Australia Pty Ltd*
- *T's Plant Hire Pty Ltd*
- *The Stabilising Pty Ltd*
- *Townsville Earthmoving Pty Ltd*
- *Tutt Bryant Hire Pty Ltd*
- *We construct*

*Onto the Non-Local Panel of Pre-Qualified Suppliers Road Construction and Maintenance effective 1<sup>st</sup> December 2023 for an initial period of 2 years with an option of a 1 year extension, at Council's discretion and;*

- c) *Notify the successful tenderers and;*
- d) *Notify the unsuccessful tenderers.*

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**Background:**

Council's current Register of Pre-qualified Suppliers for Wet and Dry Hire Mobile Plant and Equipment expires on 30th November 2023. Tenders were advertised on 12th October 2023 and closed at 4pm 8th November 2023.

As outlined in the tender documentation Council has the option to establish varying panels within the Register and it is recommended that Council establish a Local and a Non-Local Panel for this register.

The below table is a summary of submissions including Local and Non-Local break up. Any tenderer that did not send in a Response Schedule are recommended to be excluded. All other tenderers where questions arose were corresponded with and the various issues were resolved.



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COMPANY	CONTACT DETAILS	RESPONSE SCHEDULE COMPLIANT?		LOCAL SUPPLIER	NON-LOCAL SUPPLIER
		YES	NO		
Adam White Earthmoving	Adam White Phone: 0438 129 753 Phone: 0447 766 143 <a href="mailto:awearthmoving@gmail.com">awearthmoving@gmail.com</a> PO Box 224 Julia Creek QLD 4823	YES		Y	
Alexander Plant Hire Pty Ltd	Daniell Alexander Phone:0459 467 787 <a href="mailto:philalexander@bigpond.com">philalexander@bigpond.com</a> PO Box 98, Julia Creek, Qld., 4823	YES		Y	
Am Earthmoving (Qld) Pty Ltd	Michael Martin Phone:0457 136 806 <a href="mailto:amearthmoving@mail.com">amearthmoving@mail.com</a> PO Box 125, Capella QLD 4723	YES			Y
Barefoot Earthworks	Daniel Woodhouse Phone:0487 631 802 Phone:0409 905 846 <a href="mailto:dan.pwoodhouse@gmail.com">dan.pwoodhouse@gmail.com</a> Auckland Downs, Julia Creek, Qld 4823	YES		Y	
Betta Hire Pty Ltd	Greg Langley Phone: (07)4725 8030 Phone: 0447 331 823 <a href="mailto:greg@bettahire.com.au">greg@bettahire.com.au</a> PO Box 136 Aitkenvale QLD 4814	YES			Y
Brooks Hire Service Pty Ltd	Simon Kroehn Phone:1300 276 657 Phone:0499 392 729 <a href="mailto:tenders@brookshire.com.au">tenders@brookshire.com.au</a> 45-47 Murray Road North, Welshpool WA 6106	YES			Y
Burnett Contracting	Colin Burnett Phone:0498 695 677 <a href="mailto:Col_burnett@hotmail.com">Col_burnett@hotmail.com</a> PMB 1033 Julia Creek QLD 4823	YES		Y	
D & T Contracting QLD Pty Ltd	Des Poole Phone:0408 706 843 Phone:0448 514 595 <a href="mailto:detankadan@ymail.com">detankadan@ymail.com</a> 29 Coyne St, Julia Creek QLD 4823	YES		Y	



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Durack Civil Pty Ltd	James Durack Phone:0417 072 491 <a href="mailto:James@durackcivil.com.au">James@durackcivil.com.au</a> PO Box 517, Tugun, QLD 4224	YES			Y
Elliotts Transport & Plant Hire Pty Ltd	Zara-Jade Sollitt Phone:0447 420 596 Phone: 0498 042 209 <a href="mailto:Hddr68.elliottstransport@hotmail.com">Hddr68.elliottstransport@hotmail.com</a> PO Box 136, Cloncurry QLD 4824	YES			Y
Ellis Profiling QLD Pty Ltd	Bengeman Mackay Phone: (07) 3888 4742 Phone: 0407 714 948 <a href="mailto:b.mackay@ellisconsolidated.com.au">b.mackay@ellisconsolidated.com.au</a> PO Box 126, Narangba QLD 4504	YES			Y
Farrell's Civil Contraction Pty Ltd	Peta Farrell Phone:0405 499 22 <a href="mailto:admin@farrellscc.com">admin@farrellscc.com</a> 324-328 Woolcock St., Garbutt QLD 4814	YES			Y
FDH Equip Pty LTD	Rod Whipp Phone:0432 211 390 <a href="mailto:fdhequip@gmail.com">fdhequip@gmail.com</a> PO Box 285, Yorkeys Knob, QLD, 4878	YES			Y
Flexihire Pty Ltd	Roman Lakomy Phone: 0438 816 232 <a href="mailto:Roman.lakomy@flexihire.com.au">Roman.lakomy@flexihire.com.au</a> PO Box 29, Rocklea Markets Qld 4106	YES			Y
George Lindsay Muller	George Muller Phone:0488 779 324 Phone:0498 760 539 <a href="mailto:frlivestock@gmail.com">frlivestock@gmail.com</a> Landsborough Highway, Cloncurry QLD 4824		No (No response schedule)		Y
Hastings Deering (Australia) Limited	Russell Hockings Phone:0407 653 002 <a href="mailto:Russell.Hockings@hastingsdeering.com.au">Russell.Hockings@hastingsdeering.com.au</a> PO Box 304, Mount Isa QLD 4825	YES			Y
Indiji Enterprises Pty Ltd	Kelly Burke Phone: 0457 593 932 <a href="mailto:Kelly.burke@indijenterprises.com.au">Kelly.burke@indijenterprises.com.au</a> 58 Shannon Drive, Bayview Heights QLD 4868	YES			Y



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IQ Accessy Pt Ltd	AJ Alterator Phone: 0416 625 652 <a href="mailto:admin@iqaccess.com.au">admin@iqaccess.com.au</a> PO Box 7229, Mount Isa, QLD 4825	YES			Y
Just Track Pty Ltd	11 Monterrico Cct, Beaconsfield QLD 4740		No (No response schedule)		Y
King Hire & Trailers	Jason King Phone:0447 809 899 <a href="mailto:info@kinghire.net">info@kinghire.net</a> 160 Hillview Cres., Whitfield QLD 4870	YES			Y
K.W. Murphy Holdings Pty Ltd	Belinda Murphy Phone:0417 001 763 <a href="mailto:wmurphy@bigpond.net.au">wmurphy@bigpond.net.au</a> PO Box 195 Julia Creek QLD 4823	YES		Y	
Koppen Construction Pty Ltd	Callum Koppen Phone:(07) 4052 2600 Phone: 0488 074 144 <a href="mailto:tenders@koppens.com.au">tenders@koppens.com.au</a> 4/10 Grafton Street, Cairns QLD 4870	YES			Y
Mcauley Earthworks Pty Ltd	Julie McAuley Phone:(07) 4746 8672 Phone: 0447 468 672 <a href="mailto:djmcauley5@gmail.com">djmcauley5@gmail.com</a> Answer Downs PMB 1117 McKinlay QLD 4823	YES		Y	
McConachy Ventures Pty Ltd	Dan Bebbington Phone:(07) 4774 5173 Phone: 0409 845 511 <a href="mailto:sales@makdiesel.com.au">sales@makdiesel.com.au</a> 556A Ingham Rd., Mount Louisa QLD 4814	YES			Y
MPDT (Tree Qcq Pty Ltd)	Brad Evans Phone: (07) 4098 8264 Phone: 0419 044 362 <a href="mailto:bevans@mpdt.com.au">bevans@mpdt.com.au</a> PO Box 349, Mossman QLD 4873	YES			Y
Normech Equipment Repairs Pty Ltd	Dan Battle Phone: 0407 753 270 <a href="mailto:admin@normech.com.au">admin@normech.com.au</a> PO Box 378 Cloncurry QLD 4824	YES			Y



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Onsite Rental Group	Mr Stuart Ball Phone:(07) 4971 5308 Phone: 0477 200 148 <b>Stuart.ball@onsite.com.au</b> 27 Gladstone-Benaraby Road, Gladstone QLD 4680	YES			Y
PeeTree Contracting	Peter & Erin Garde Phone: 0427 793 990 Phone: 0428 533 704 <b>peetreecontracting@gmail.com</b> Reigate Stn., Croydon QLD 4871	YES			Y
R Buss	Wayne Croton Phone: 0434 649 660 <b>Wayne.croton@rbus.com.au</b> PO Box 1591, Townsville, QLD 4810	YES			Y
Rollers Queensland	Frank Carli Phone:(07) 4622 3111 Phone: 0488 406 407 <b>frank@rollersqld.com.au</b> PO Box 1255, Roma, QLD 4455	YES			Y
Searle Plumbing Pty Ltd	Callum Searle Phone: 0438 470 422 <b>Searleplumbing@outlook.com.au</b> PO Box 171, Julia Creek, QLD 4823	YES		Y	
Specialised Pavement Services Pty Ltd	Jarryd King Phone:1300 438 777 Phone: 0407 432 590 <b>jking@getsps.com.au</b> 12 Welder Rd., Seven Hills, NSW, 2147	YES			Y
Spicer Earthmoving Pty Ltd	Geordy Spicer Phone: 0409 821 711 <b>geordy@spicerearthmoving.com.au</b> 27 Dangar Street, Armidale, NSW., 2350	YES			Y
Stabilised Pavements of Australia Pty Ltd	Patrick Rooke Phone:(07) 4412 0100 Phone:0428 433 423 <b>prooke@stabilis.com.au</b> PO Box 7890, Garbutt, QLD 4814	YES			Y
T's Plant Hire Pty Ltd	Trevor Lawlor Phone:(07) 4742 0264 Phone:0427 421 635 <b>tsph@bigpond.com</b> PO Box 168, Cloncurry, QLD 4824	YES			Y



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The Stabilising Pty Ltd	Richard Sippel Phone: 08 8941 6980 Phone:0408 702 402 <a href="mailto:richard@themining.com.au">richard@themining.com.au</a> PO Box 684, PARAP, NT., 0804	YES			Y
The Trustee For Crocker Rural Trust	Dane Crocker Phone:0429 088 299 Phone:0447 224 717 <a href="mailto:dgcrocker@outlook.com">dgcrocker@outlook.com</a> PO Box 154 Julia Creek QLD 4823	YES		Y	
Townsville Earthmoving Pty Ltd	Michale Brosnan Phone: (07) 4774 4936 Phone: 0413 225 177 <a href="mailto:michael@townearth.com.au">michael@townearth.com.au</a> PO Box 7752 Garbutt Qld 4814	YES			Y
Tutt Bryant Hire Pty Ltd	Glenn Vickery Phone: (07) 4727 3888 Phone: 0419 521 096 <a href="mailto:Glenn.vickery@tuttbryanthire.com.au">Glenn.vickery@tuttbryanthire.com.au</a> 19-21 Ronald Crt, Mt. Louisa QLD 4814	YES			Y
Walter Wilson	Walter Wilson Phone: 0428 190 671 <a href="mailto:broncs.barby@gmail.com">broncs.barby@gmail.com</a> PO Box 23, Julia Creek, QLD 4823	YES		Y	
We Construct	Xavier McDonald Phone: 0487 625 711 <a href="mailto:xavier@weconstruct.com.au">xavier@weconstruct.com.au</a> Lot 115 George Street, Georgetown QLD 4871				Y

Subsequently it is recommended that Council establish a Local panel and a Non-Local of Pre-qualified Suppliers based on the table above.

**Consultation:**

Internal: Chief Executive Officer, Procurement Officer, DRFA Project Manager

External: Gerard Meade (Helix Legal)

**Legal Implications:**

Nil

**Policy Implications:**

Nil.

**Financial and Resource Implications:**

Nil

**InfoXpert Document ID:** 129601



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**5.4 Subject:** Contract No. Vp382309 - Sealed Road Disaster Recovery Repair Works 2023  
**Attachments:** Available at meeting  
**Author:** Director of Engineering and Regulatory Services  
**Date:** 16<sup>th</sup> November 2023

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**Executive Summary:**

The purpose of this report is for Council to consider submitted tenders and award Preferred Contract Status for VP382309 - SEALED ROAD DISASTER RECOVERY REPAIR WORKS 2023.

Between December 2022 and April 2023, the North and Central Queensland Region suffered another flood event which posed significant damage to public infrastructure with the McKinlay Shire Council's being activated for assistance with Counter Disaster Operations and the reconstruction of essential public assets.

Based on assessment against the evaluation criteria, it is proposed to accept Durack Civil Pty Ltd as preferred contractor with further negotiation on exceptions and value for money approval from the QRA.

**Recommendation:**

*That Council resolves to;*

- a) Engage Durack Civil Pty Ltd as preferred contractor for contract VP382309 and;*
  - b) In accordance with the Local Government Act 2009, Council delegate authority to the Chief Executive Officer to enter into a contract, negotiate, finalise and execute any and all matters associated with or in relation to the contract subject to Council's existing procurement policies and practices and the approval by QRA for the above recommended market value and costs to execute the contract.*
  - c) Note the tendered amount for Durack Civil Pty Ltd. For Contract VP382309 is \$3,652,294.10 (excl GST) with exceptions approximately \$2m*
-



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**Background:**

Between December 2022 and April 2023, the North and Central Queensland Region suffered another flood event which posed significant damage to public infrastructure with the McKinlay Shire Council's being activated for assistance with Counter Disaster Operations and the reconstruction of essential public assets.

The repair and rehabilitation work for the damaged assets is funded under the Disaster Recovery Funding Arrangements (DRFA) is a jointly funded program between the Australian Government and the Queensland State Government through which provides financial assistance to support with disaster recovery.

This Contract is to undertake and complete road recovery works on 23.45 Km sealed network for the following roads:

- Combo Waterhole Rd,
- Dagonally Millungera Rd,
- Julia Ck Taldora Rd,
- McKinlay Gilliat Rd,
- Nelia Bunda Rd,
- Old Normanton Rd 2,
- Punchbowl Rd,
- Sedan Dip Rd,
- Toolebuc McKinlay Rd

**Projects/Report**

McKinlay Shire Council invited tenders from it's existing Local and Non-Local Preferred Supplier Panels for Road Construction and Maintenance on the 26 October 2023 for appointment of a suitably experienced and qualified contractor to conduct sealed road recovery repair works.

Tenders Closed at 5pm on the 15 November 2023.

One (1) Submission was received from Durack Civil Pty Ltd for \$3,652,294.10 (excl GST)

The evaluation team consisted of:

Name	Position/Company	Reason For selection
Cameron Scott	Director of Engineering and Regulatory Services / McKinlay Shire Council	Councils' Executive member responsible for delivery
Jim Sullivan	Program Director / Project Delivery Managers	Engaged to Support MSC DRFA works





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Adam Sadler	Principal Program Manager / Project Delivery Managers	Engaged to Support MSC DRFA works
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Each of the panel members have signed a declaration to ensure no conflict of interest.

The panel has assessed the conforming tenders in accordance with Council Procurement policy and the following evaluation criteria in Bable B – below:

Table B – Evaluation Criteria

Evaluation Criteria	Weighting (%) (Optional)
Value for Money (Pricing, Cashflow & Rates)	30%
Experience, Key Personnel and Capability	20%
Methodology, Technical Data and Program	20%
Management Systems	20%
Local Content	10%

Durack Civil Pty Ltd have submitted a conforming tender, the following is a summary of assessment in relation to the Evaluation Criteria.

Evaluation Criteria	
Value for Money (Pricing, Cashflow & Rates)	Price is above QRA Estimate. Discussions has been had with QRA in relation to BVM and REPA actuals. \$3,652,294.10 (excl GST) Labour Hire and Plant rates included in Scheule J3 are similar to rates in regional locations. Assumptions and additional negotiations will be required on provisional items (eg. Haulage distances )which has been estimated to \$2M
Experience, Key Personnel and Capability	Based on tender submission, Durack Civil Pty Ltd have demonstrated past experience, appropriate certified systems . Prequalified for DTMR for roads & bridges
Methodology, Technical Data and Program	Approach to delivery has merit, rates are within regional limits, Works program is over 88 days with 40 days contingency for wet weather with a completion of Mid August
Management Systems	Durack Civil Pty Ltd has appropriate certified management systems for Quality, Safety and Environment
Local Content	Durack Civil Pty Ltd has an office in Cloncurry & Cairns, however have indicated the hire of local plant hire



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As outlined in Durack Civil Pty Ltd tender there are assumptions in relation to design, haulage distances for gravel and water, material rise & fall (eg fuel, quarry, bitumen products, cement)

In accordance with the Local Government Act 2009, it is recommended Council delegate authority to the Chief Executive Officer to enter into a contract, negotiate, finalise and execute any and all matters associated with or in relation to the contract subject to Council's existing procurement policies and practice.

#### Project risks

Weather – There is a risk that the wet season will impact the program. Durack Civil Pty Ltd have allowed 40 day contingency.

Project Program – due to methodology, the project program has identified 88 days of construction activity and 40 days contingency.

Financial - Value for Money (VFM) – the risk is the QRA may require further probity and undertake further enquires for VFM demonstration on the basis of procurement policy compliance. The market has been tested in accordance with Council's procurement policy and practices with all regionally relevant & experience contractors having been requested to make submission. As has been practice for previous disaster recovery and capitals works. Regional market factors including competing projects, size of the scope – economy of scale, availability of subcontractors and timing, antidotally have impacted a greater number of responses for this tender.

#### Legal Implications:

Nil

#### Policy Implications:

Nil.

#### Financial and Resource Implications:

As provided in the report.

InfoXpert Document ID: 129649



## **6.0 ENVIRONMENTAL & REGULATORY SERVICES**

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**6.1 Subject:** Environmental and Regulatory Services Report – October 2023

**Attachments:** None

**Date:** 3 November 2023

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**Executive Summary:**

This report outlines the general activities, revenue and expenditure for the department for the period October 2023.

**Recommendation:**

*That Council receives the October 2023 Environmental and Regulatory Services Report.*

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**Background:**

This report outlines the general activities of the department for the month of October 2023.

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:** 129602



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

### **1.1 - Budget**

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO1.1	3100 - Refuse Collection Revenue	\$61,305	\$40,283	\$120,850

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO1.2	3100 - Kerbside Rubbish Collection Expenditure	\$33,440	\$21,666	\$65,000

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO1.3	3110 - Refuse Disposal Revenue	\$23,985	\$15,705	\$47,116

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO1.4	3110 - Refuse Disposal Operational Costs	\$26,624	\$33,333	\$100,000

### **1.2 - Report**

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

The following works continued during the month;

- Regularly pushing and covering of household rubbish section
- Contractor dumping solids at the landfill
- Contractor dumped asbestos in the asbestos pit

Local Laws Officer graded fire breaks around Nelia Dump and checked the McKinlay and Kynuna Dumps.

## **2 – Environmental Health Services**

### **2.1 – Budget**

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO2.1	3000 - Environmental Licence Fees (Revenue)	\$2,100	\$1,100	\$3,300

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO2.2	3000 - Environmental Health Services	\$43,804	\$56,666	\$170,000

### **2.2 – Report**

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

E. coli was not detected in sampling undertaken in October.

The fluoride levels in Julia Creek for the month of September were as follows:

- Lions Park 2.91mg/L
- Coyne Street Depot 2.87mg/L

Staff continued to provide weekly updates to the Department of Environment & Science (DES) on sewerage pond levels and effluent quality and are to look at ways to minimise environmental harm



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leading into the wet season. Effluent quality was above release to land limits therefore cannot be released to land and is stored in the wet weather lagoons.

No further updates have been given from Xylem regarding the repair of the STP however parts had a 12 week wait from issue of purchase order. Order was issued on the 3 October 2023.

### Food Safety

Council's food auditor conducted food inspections on all registered food businesses in the shire and was very happy with the improvements made by the businesses. The auditor sent the businesses updates to the Food Safety Standards by email.

There were no food recalls issued during the month.

## **3 – Local Law Administration**

### **3.1 – Budget**

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO3.1	3210 - Animal Registration Fees	\$5,696	\$2,133	\$6,400

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO3.2	3210 - Fines & Penalties – Animal Control	\$691	\$100	\$300

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO3.3	3210 - Animal Boarding	\$4,987	\$4,333	\$13,000

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO3.4	3210 - Local Law Administration	\$27,884	\$46,666	\$140,000

### **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**

<b>Activity</b>	<b>Number/Details</b>
Impounding's and infringement notices	Nil
Euthanized/Destroyed/Rehomed	Nil
Verbal/Written/Official warning	One (1) – Barking Dog
Complaints	One (1) – Barking Dog
Dog Boarding	Fourteen (14) Dogs in September – two owners booked twice per month Five (5) Dogs in October
Removal of Dead Animals	Eight (8)
Trapping Locations & Results	Nil
Compliance Notices (Untidy Allotments) issued	Old Café Block
SPER Infringement Fines issued	Two (2) fines sent to SPER for collection for dog attack



Commercial Use of Roads Permit issued	Nil
<b>Comments / Actions:</b>	
<ul style="list-style-type: none"> <li>* Local Laws Officer assisted with 1080 Baiting</li> <li>* Skip Bin dropped of for CSA</li> <li>* Fully recovered debt from SPER in the amount of \$321.40</li> </ul>	

#### **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	\$8,631	\$7,666	\$23,000
ENVIRO4.3	3220 - Dingo Baits (Revenue)	\$673	\$1,333	\$4,000
ENVIRO4.4	3220 - Feral Pig Baits (Revenue)	\$0	\$0	\$0
ENVIRO4.5	3220 - Pest Animal Rural Land Owners Fees	\$32,586	\$21,724	\$65,172
ENVIRO4.5	3220 - Pest Plant Control Program Exp	\$15,592	\$56,666	\$170,000
ENVIRO4.6	3230 - Pest Animal Control Program Exp	\$32,949	\$33,333	\$100,000

##### **4.2 – Report**

###### **Pest Animal Control**

There were no Factory Baits issued in October.

There were no scalps presented in October.

###### **October 1080 Baiting**

29 x Properties baited

17,780kg dog meat treated over 5 days

1,660kg pig meat treated over 5 days

**Total: 19,440kg**

The Ranger attended the Southern Gulf Catchments Pest Task Force Meeting on the 10 October 2023.



**Pest Plant**

Trees around washdown bay facility and around Julia Creek were sprayed.

**Washdown Bay Facility**

Drains were cleaned. New post to be put up near under body wash.

**5 – Livestock Operations**

**5.1 – Budget**

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO5.1	3235 - Livestock Facility Capital Grant	\$142,433	\$133,333	\$400,000

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO5.2	3235 - Livestock Weighing Revenue	\$10,484	\$8,333	\$25,000

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO5.3	3235 - Livestock Cattle Train Loading Revenue	\$0	\$8,333	\$25,000

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO5.4	3235 - Livestock Operational Costs	\$38,169	\$39,333	\$118,000

**5.2 - Report**

**Julia Creek Livestock Facility**

**Weighing**

There were 936 head of cattle weighed and/or scanned at the facility during October.

**Loading**

There were 705 cattle loaded onto three (3) trains during the month.

<b><u>Month</u></b>	<b><u># Cattle Loaded</u></b>	<b><u># Trains</u></b>
May 2023	2268	4
June 2023	3162	7
July 2023	1229	3
August 2023	3751	8
September 2023	705	3
October 2023	1608	4
<b><u>PROGRESSIVE TOTALS</u></b>	<b><u>12,723</u></b>	<b><u>29</u></b>





## **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	\$9,167	\$2,666	\$8,000
		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO6.2	3300 - Stock Route Recoverable Works (Revenue)	\$0	\$0	\$0
		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO6.4	3300 - Trustee Lease Fees (Revenue)	\$79,485	\$78,333	\$235,000
		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO6.5	3300 - Reserves Agistment Fees (Revenue)	\$9,295	\$2,333	\$7,000
		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO6.6	3300 - Precept Expenses (Revenue)	\$0	\$6,070	\$18,212
		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO6.7	3300 - Stock Route Maintenance (Expenditure)	\$28,618	\$38,333	\$115,000
		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO6.8	3300 - Reserves Expenses (Expenditure)	\$7,821	\$8,333	\$25,000

### **6.2 - Report**

#### **Reserves**

Replaced water trough in Paddock 1 on Old Normanton Road.

Kynuna Reserve Capital Works

Fencing has commenced, Scott Zadow is the contractor awarded the project. The Shire Ranger with the assistance of the Work Camp pulled down the old fence.

Local Laws Officer inspected commons

#### **Stock Routes**

*Capital Works Project – Kulwin Dam*

Dam by-wash to commence by middle of November.

Ranger to commence maintenance spraying on the stock route waters in November.

### **6.3 - Cemeteries**

#### **6.3.1 – Budget**

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO6.9	3400 – Cemeteries	\$14,103	\$16,666	\$50,000

#### **6.3.2 - Report**

There was one (1) funeral and two (2) queries regarding plaques during the month.



## **7 – Work Program (Workcamp)**

### **7.1 - Budget**

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO7.1	3600 - Work Program	\$11,390	\$12,166	\$36,500

### **7.2 – Report**

The following jobs were completed by the camp during October 2023.

<b>Community Group</b>	<b>Activity</b>
McKinlay Shire Council	<u>Workshop</u> *Assist with workshop duties *Clean workshop <u>Plumbing</u> Assist council plumber with various repair works
McKinlay Shire Council	<u>Saleyards/Loading Area</u> *Mowing/Whippersnipping *Clean troughs and scales
McKinlay Shire Council	<u>McIntyre Park</u> Mowing/Whippersnipping
McKinlay Shire Council	<u>Various</u> *Repair Council Bobcat *Clean water troughs on reserves *Spread soil between Cultural Workshop and Opera House *Clean cattle grid at Kynuna *Assemble storage racks in Storeroom *Clean carpenters shed *Install new flashing on horse shelter on reserves *Fix sprinkler system in gardens *Make new water trough stand on reserves
Julia Creek State School	Mowing/Whipper snipping/Weeding gardens
Churches/RSL/CWA/SES/Dirt and Dust Central	Mowing/whipper snipping
Julia Creek Combined Sporting Association	Pack up after Town vs Country Weekend
Julia Creek Turf Club	Pack up after Race Weekend
Julia Creek Pony Club	Clean kitchen and assist with Gymkhana event

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

### **8.1 – Budget**

			<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO9.1	3810-1150	3810 - Council Housing – Capital Grant	\$90,000	\$40,000	\$120,000



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			Actual	Budget YTD	Budget
ENVIRO9.2	3810-1300	3810 - Council Property / Staff Housing Program Rev	\$53,399	\$38,666	\$116,000
ENVIRO9.3	3810-1301	3810 - Council Property / Subdivision Blocks Rent	\$ 1,289	\$2,000	\$6,000
	3810-1302	3810-Council Property / Subdivision Blocks outgoings	\$0	\$2,000	\$6,000
ENVIRO9.4	3810-2300	3810 - Council Property / Staff Housing Program Exp	\$144,248	\$116,666	\$350,000
ENVIRO9.5	3810-2300	3810 - Council Property / Sub Division Expense	\$2,407	\$3,333	\$10,000

**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	*Racecourse Residence *3 Coyne Street
New Tenancies	Nil
Finalised Tenancies	One (1) – 3 Coyne Street (this property was left in a very untidy state with work camp assisting Council to clean the yard)
Remedy Breach	Nil
Notice to Leave	Nil
Notes/Repairs	Nil

**Old Senior/Aged Care Housing**

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

Activity	Number
Properties Available	Nil
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	\$2,677	\$833	\$2,500

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO10.4	3820 - FRB Centre RENT	\$13,360	\$14,000	\$42,000

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO10.5	3820 - FRB Units & Community Ctre Operational Costs	\$16,682	\$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	One (1) - Unit 8
New Tenancies	Nil
Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil
Notes/Repairs undertaken	Nil
<b><u>Fr Bill Centre</u></b>	
Notes/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	\$1,740	\$2,000	\$6,000

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO11.2	3900 - Town Planning Program	\$16,472	\$20,000	\$60,000

**9.2 - Report**

**Regulatory Services, Land and Building Development**



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There was one (1) development approval lodged during the month.

<u>DA #</u>	<u>Date Lodged</u>	<u>Applicant</u>	<u>Type of Development</u>	<u>Location</u>	<u>Application Details</u>
2023-24_06	1 October 2023	Telstra Limited	PLANNING (Exempt)	Lot 602 on AL75, 35 Middleton Street, MCKINLAY QLD 4823	Upgrade works to existing mobile phone base station at 35 Middleton Street, McKinlay
2023-24_07	6 October 2023	Telstra Limited	PLANNING (Exempt)	Lot 8 on EN119, Ivellen Road, JULIA CREEK QLD 4823	Upgrade works to mobile phone base station on Ivellen Road, Julia Creek (Gilliat)

Updates on various land matters are as follows;

<u>Matter</u>	<u>Status</u>
Kynuna Rodeo Grounds/Landfill	Councils solicitors have emailed the Department asking them to have the Koa People comment of their 2021 objections to the compulsory acquisition by 4 December 2023.
McKinlay Landfill	Council was granted an extension of time until April 2024 to address the native title condition of the offer.  Correspondence was also sent to DoR from council's solicitor asking whether they would be prepared to include this dealing within its negotiations with the Mitakoodi People, no response has been received to date.
Lot 2 K3718 – Land beside Water Reserve in Kynuna	No further updates.
Application for Deed of Grant over Operational Reserve, Lot 54 on JC55713 also known as 48 Byrne Street, Julia Creek	DoR wrote to Council advising that the department is only able to acquire the native title rights and interests over unallocated state land if the purpose relates to urban planning. Therefore, the department is unable to proceed with the acquisition of native title rights and interests whilst the land remains as reserve land.  To enable the dealing to proceed, Council declared that the operational trust land (reserve) was surplus. A new offer was prepared to purchase the unallocated state land. Council was advised that upon the issue of the deed of grant, 50% of the purchase price (excluding



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	GST), less the department's fee and any other costs will be remitted to the council.
McKinlay Airstrip	DoR still to provide options to address encroachment.

## **10 – Local Disaster Management**

### **10.1 – Budget**

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO12.1	2760 - SES Grants	\$21,267	\$6,856	\$20,568

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO12.2	2760 – SES Capital Grants	\$0	\$39,000	\$117,000

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO12.2	2760 - Natural Disaster Grants	\$0	\$2,260	\$6,780

		<b>Actual</b>	<b>Budget YTD</b>	<b>Budget</b>
ENVIRO12.3	2760 - Disaster Management Operational Costs	\$4,410	\$6,866	\$20,600

### **10.2 - Report**

No events activated the LDMG during the month.



## **7.0 COMMUNITY SERVICES**

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Ordinary Meeting of Council Tuesday 21<sup>st</sup> November 2023

**7.1 Subject:** Community Services Monthly Report

**Attachments:** Nil

**Author:** Community Services Team Leader

**Date:** 13<sup>th</sup> November 2023

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**Executive Summary:**

Council is presented with the monthly Community Services report, which provides an overview of the operations for the month: October 2023.

**Recommendation:**

*That Council receives the Community Services monthly report for October 2023.*

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





### Julia Creek Caravan Park

As the temperature increased during the month, the number of visitors to the Caravan Park also decreased. Although the number of caravans/tourists staying with us was certainly down, the Park was used by a number of workers and crews who utilised the comfort of the cabins and twin-single units.

### JC Caravan Park Revenues October 2023

Type of service	AUGUST revenues GST)	Total (inc	SEPTEMBER revenues GST)	Total (inc	OCTOBER revenues GST)	Total (inc
Twin Single Units	\$6,480		\$6,282		\$5,255	
Powered Sites	\$40,902		\$31,097		\$11,575	
Self-Contained Cabins	\$19,930		\$18,765		\$13,250	
Unpowered Sites	\$3,710		\$1,842		\$210	
<b>Sub Total</b>	<b>\$71,022</b>		<b>\$57,986</b>		<b>\$30,290</b>	
Artesian Baths incl. salts	\$21,728		\$19,993		\$11,144	
McIntyre Park	\$546					
Cheese Platters						
Laundry	\$1,625		\$1,331		\$402	
Long Term Stay/Storage						
<b>Calculated Total</b>	<b>\$94,921</b>		<b>\$79,310</b>		<b>\$41,836</b>	

### JC Caravan Park Occupancy by Category October 2023

Type of Service	% Occupancy
Twin Single Units	42%
Cabin – 4 berth	67%
Cabin – 6 berth	43%
Unpowered site	2%
Powered Caravan site	35%
Powered camp site	9%



**JC Caravan Park Artesian Bathhouse Usage October 2023**

Type of Service	Number of bookings
Boundary Rider Huts	47
Replica Rainwater Tank Bathhouses	105

**Library & Funeral Services**

The Library is fast becoming a popular location with the warmer weather as a number of locals and visitors stopping by to cool down. Afternoons have continued to be busy with a number of children stopping by to engage in a number of activities. As the year draws to an end, staff are preparing for the end of year clean up of books, toys etc in preparation for next year as well as completing a book exchange from State Libraries.

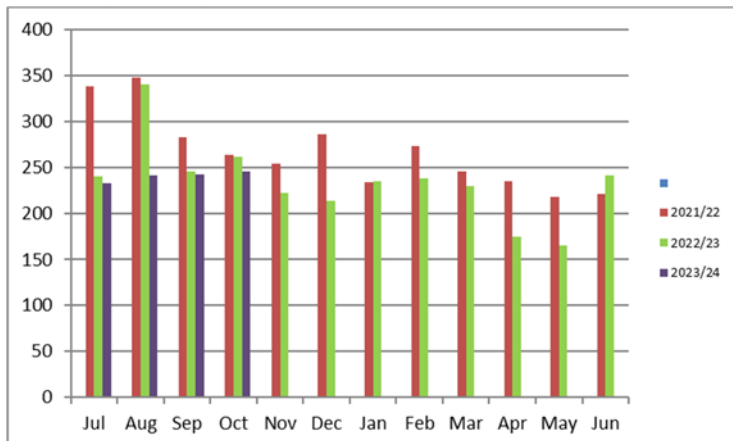
**JC Library Memberships October 2023**

Type of Membership	Total Membership
Adult	346
Junior	49
Institutions	2
Tourists	

**JC Library Services Provided October 2023**

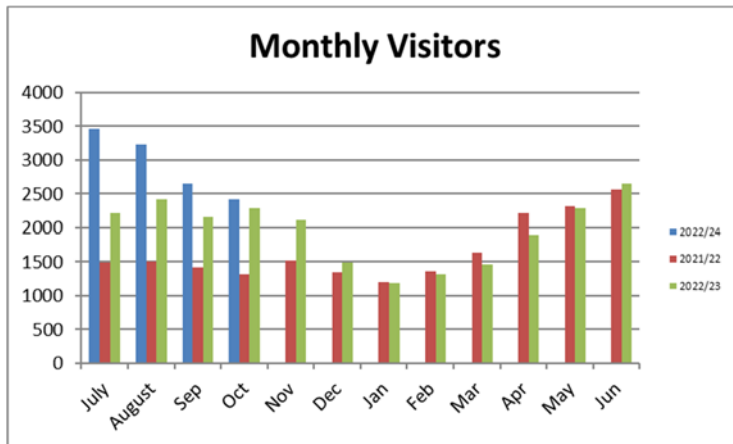
Services Provided	Total Amount
Reservations satisfied	25
Requests for books	31

**JC Library Monthly Loans October 2023**





### JC Library Monthly Visitors October 2023



### Tourism

#### ***Total Visitor Numbers for October 2023***

There were 253 visitors to the Julia Creek Visitor Information Centre in October 2023 compared with 284 in October 2022.

#### ***Total Locals October 2023***

There was a total of 2 local visitors to the Julia Creek Visitor Information Centre in October 2023 compared with 22 in October 2022.

#### ***Beneath the Creek Entries October 2023***

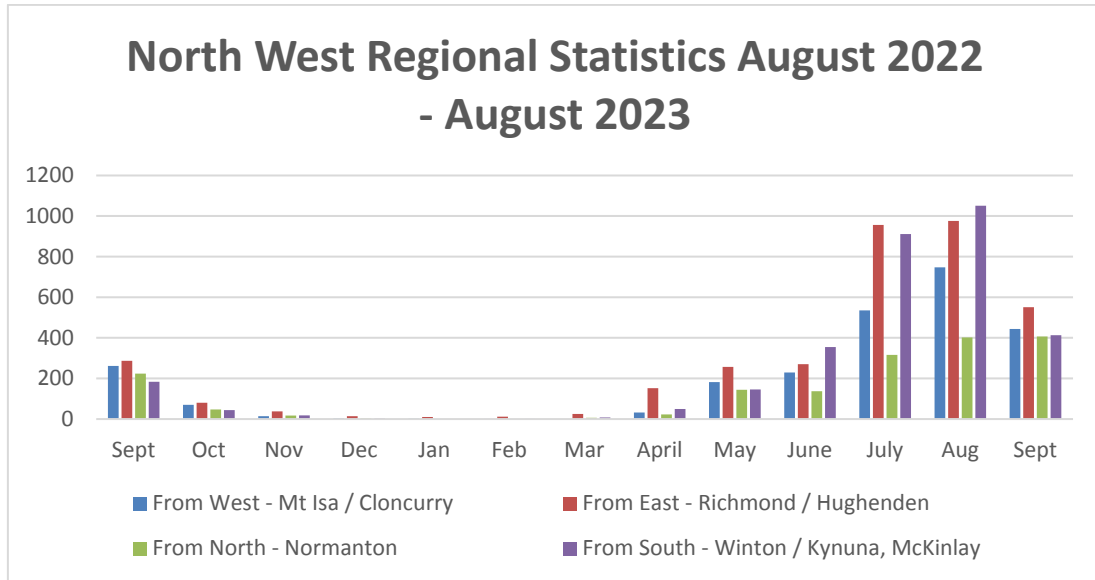
There was a total of 120 attendees at the Dunnart Feeding Experience in October 2023 compared with 71 in October 2022.

#### ***Virtual Reality Mustering Experiences October 2023***

There was a total of 0 attendees who experienced the Virtual Reality Muster in October 2023.



**North West Regional Statistics for October 2023**



**RV Site Permits October 2023**

There were 14 RV Site permits issued in October 2023 compared with 16 in October 2022.

**Social Media Figures October 2023**

	Facebook Page Followers			Instagram Followers		
	Mckinlay Shire Council	Julia Creek VIC	Caravan Park	Mckinlay Shire Council	Julia Creek VIC	Caravan Park
October 1	7,763	5,375	6,901	1,172	3,803	1,142
October 31	7,770	5,494	7,155	1,174	3,896	1,295

**Julia Creek Early Learning Centre**

Recruitment during the month seen the appointment of another casual to the staffing pool and the appointment of an Assist Director/Group Leader. The Assistant Director will commence on 27<sup>th</sup> November 2023. This was following the resignation of Sam Oultram.

There are currently 17 children enrolled plus 7 children on the waitlist for days now and a further 2 children on waitlist for enrolment commencing in 2024. In addition, 2 of the 17 children currently attending are seeking additional days of care.

There was 208 attendances over the 21 days of care offered, equating to an average of 10 children per day.



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The centre was required to operate at reduced hours i.e. closing at 2.30pm on 4 occasions during the month due to availability of staff.

Support from Astute Early Years continues and has been extremely valuable in mentoring with the centre Director.

## Swimming Pool

### USAGE

TOTAL NUMBERS FOR THE MONTH

ENTRIES	SWIMMERS
Adult Entry	2
Child Entry	6
<b>Season Passes / Family Pass</b>	
Adult	69
Child	89
Swim Lessons/ No Charge	
After School Care/ No Charge	25
J/C Swimming Club/ No Charge	
J/C State School/ No Charge	69
<b>Caravan Park Tokens</b>	
Adult	156
Child	144
<b>Free Sunday</b>	
Adult	
Child	
<b>Total Swimmers</b>	<b>560</b>

## Sport & Recreation

### **Darren Gins Centre:**

The gym facility has continued to see many members utilizing the equipment in order to complete fitness goals. The replacement of "Out of order" equipment is underway and the continuation of feedback from members to help keep the facility in best possible condition for everyone in the community has been positive.

### **Indoor Sports Centre/Kev Bannah Oval:**

The Indoor Sports centre and Kev Bannah Oval have both seen continuous use by members and programs of the community. Social sport (Netball) has continued with positive numbers, however with high temperatures, it is unknown if this will continue for the end of the year.



**After School Care:**

After school care has continued with activities at the pool 2 days a week (Tuesday's and Thursday's) and an afternoon at the CSA (Wednesday). These activities allow the children to have some outdoor fun whilst keeping cool during the warmer months.

**Julia Creek State School:**

The Sport and Rec Officer has continued to assist the school with HPE lessons as well as the school fete and billy-cart race. The HPE lessons have focused on Swimming and Swim safety, managing safety and helping provide swim education.

**ELC Activities:**

This term has seen the Sport and Rec Officer begin working with the ELC, providing activities on a Monday afternoon and occasionally on Friday afternoon. These activities have helped to build positive relationships with the children and particularly the soon to be school children.

**School Holiday Planning:**

The planning for upcoming school holidays has included planning of science experiments and booking locations ect. Being the final school holiday activities for the year, making the activities fun and exciting is the main priority.

**Halloween Activities:**

With the help of fellow members of council staff, we were able to host a Halloween party/activity disco after the normal trick-or-treat walk at a number of homes. This provided great fun for the children who each dressed up and got involved. Parents also assisted greatly with handing out water, decorating homes for trick or treating and walking the children to each location.

**Community Health**

CHSP Clients	Occasions of Service	Time Spent (hrs)
Nursing Care	45	29.55
Personal Care	5	1.25
Other	--	--
<b>TOTAL</b>	<b>50</b>	<b>30.80</b>

Non-CHSP Clients	Occasions of Service	Time Spent (hrs)
Nursing Care	20	13.4
Private Path Collection	8	4.0
Other	--	--
<b>TOTAL</b>	<b>28</b>	<b>17.4</b>

TRANSPORTS	Number of one-way journeys
CHSP Clients	10
Non-CHSP Clients	12
<b>TOTAL</b>	<b>22</b>



<b>Meetings</b>
MPHS x3, Outback Futures x1, DON x1
<b>Health Promotion</b>
<b>General Business</b>
x9 CHSP clients and x7 non-CHSP clients supported this month. x8 GP escorts for CHSP clients and x7 GP escorts for non-CHSP clients.

**CHSP – Commonwealth Home Support Program**

**Events and Activities**

Regular weekly CHSP activities have recommenced with clients enjoying games and luncheon gatherings. The CHSP co-ordinator has continued spending extra time during social support visits with clients as well as ongoing weekly shopping and transport to doctors' appointments if needed.

**Statistics October 2023**

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

Service Offered	Number of Clients
Transport	24 Two-way trips
Social Support	36 Visits
Personal Care	visits clients
Counselling/Support, Information and advocacy (client)	6 hours
Shopping	4 trips
GAMES	4 attended (4 sessions)
Luncheon	5 Attended (4 sessions)
Wednesday Meal	5 meals (including morning tea)
Meals on Wheels	meals delivered
Community Nurse Visits	50 visits
Home Maintenance	22 lawns mowed 11 clients
Domestic Assistance	4 clients 20 visits
Pub Lunch	clients sessions
Clients Transported for Doctors Appointments	0 CHSP clients

**Consultation:**

**Legal Implications:**

Nil

**Policy Implications:**

Nil

**Financial and Resource Implications:**

As provided in the report.

**InfoXpert Document ID:** 129604



**7.2 Subject:** Caravan Park Fees 2024

**Attachments:** Nil

**Author:** Community Services Team Leader

**Executive Summary:**

Council staff have undertaken a review of the current Caravan Park Fees in comparison with other facilities in nearby locations. To ensure the Park continues to operate in a stable financial environment, it is recommended slight pricing increases are implemented for 2024. The Park's operating costs are increasing and Council views these increases as a means to ensure the facility can continue to generate sufficient revenue to cover the rising costs.

**Recommendation:**

*That Council resolves to accept a price increase for the following fees at Julia Creek Caravan Park effective January 1 2024:*

<b>Powered Sites</b>		
Powered Site Fee	<b>\$38.00</b>	Per night
Extra Person (over 5 years old)	<b>\$10.00</b>	Per night
Child 5 and under	<b>FREE</b>	
Powered Site Fee – 3 Night Special	<b>\$105.00</b>	Per 3 nights
Powered Site Fee – 3 Night Special (Extra Person)	<b>\$20.00</b>	Per 3 nights
Powered Site Fee – Weekly Special (Stay for 7 nights pay for 6)	<b>\$228.00</b>	Per week*
Powered Site Fee Extra Person (over 5 years old) – Weekly Special (Stay for 7 nights pay for 6)	<b>\$60.00</b>	Per week*
<b>Unpowered Sites</b>		
Unpowered Site Fee	<b>\$30.00</b>	Per night
Extra Person (over 5 years old)	<b>\$10.00</b>	Per night
Child 5 and under	<b>FREE</b>	
Unpowered Site Fee – 3 Night Special	<b>\$80.00</b>	Per 3 nights
Powered Site Fee – 3 Night Special (Extra Person)	<b>\$20.00</b>	Per 3 nights
Unpowered Site Fee – Weekly Special (Stay for 7 nights pay for 6)	<b>\$180.00</b>	Per week*
Powered Site Fee Extra Person (over 5 years old) – Weekly Special (Stay for 7 nights pay for 6)	<b>\$60.00</b>	Per week*
<b>Permanent Site Rental (longer than 1 month)</b>		
Permanent Caravan Site Rental	<b>\$320.00</b>	Per fortnight
Extra Person (over 5 years old)	<b>\$80.00</b>	Per fortnight
Child 5 and under	<b>FREE</b>	
<b>Twin Single Accommodation Units</b>		
Twin Single Unit	<b>\$95.00</b>	Per night
Twin Single Unit - 3 Night Special (Stay for 2 nights and get the 3rd night half price)	<b>\$237.50</b>	Per 3 nights





Ordinary Meeting of Council Tuesday 21<sup>st</sup> November 2023

Twin Single Accommodation Units – Weekly Special (Stay for 7 nights pay for 6)	<b>\$570.00</b>	Per week*
<b>Self-contained Cabins</b>		
6 Berth Cabin (2 persons)	<b>\$150.00</b>	Per night
6 Berth Cabin – 3 Night Special (Stay for 2 nights and get the 3 <sup>rd</sup> night half price)	<b>\$375.00</b>	Per 3 nights
6 Berth Cabin – Weekly Special (Stay for 7 nights pay for 6)	<b>\$900.00</b>	Per week*
<b>4 Berth Cabin (2 persons)</b>		
4 Berth Cabin (2 persons)	<b>\$150.00</b>	Per night
4 Berth Cabin – 3 Night Special (Stay for 2 nights and get the 3 <sup>rd</sup> night half price)	<b>\$375.00</b>	Per 3 nights
4 Berth Cabin – Weekly Special (Stay for 7 nights pay for 6)	<b>\$900.00</b>	Per week*
<b>Self-contained Cabins Extra Person (over 5 years old) – Weekly Special (Stay for 7 nights pay for 6)</b>		
Self-contained Cabins Extra Person (over 5 years old) – Weekly Special (Stay for 7 nights pay for 6)	<b>\$60.00</b>	Per week*
<b>Self-contained Cabins Extra Person (over 5 years old) – 3 Night Special (Stay for 2 nights and get the 3<sup>rd</sup> night half price)</b>		
Self-contained Cabins Extra Person (over 5 years old) – 3 Night Special (Stay for 2 nights and get the 3 <sup>rd</sup> night half price)	<b>\$25.00</b>	Per 3 nights
<b>Extra person (over 5 years old)</b>		
Extra person (over 5 years old)	<b>\$10.00</b>	Per night
<b>Children 5 and under</b>		
Children 5 and under	<b>FREE</b>	

**Background:**

Research conducted by Council staff indicated some fees within the Caravan Park may need to be adjusted to help the facility operate. It was identified that pricing for powered sites should increase as they are relatively cheap compared to surrounding Parks in our region and continual ongoing positive feedback from guests indicates the Park is a much sought-after destination with great facilities and experiences. Similarly, the self-contained cabins and twin single accommodation units should also incur a price increase to ensure Council is covering operational costs involved with this area including additional cleaning staff and daily laundry requirements. Both types of accommodation units are also due for general repairs and upgrades to bedding, appliances and miscellaneous items in the next year and the slight price rise will assist maintaining associated costs.

**Consultation:**

The decision was discussed in conjunction with Director Corporate & Community Services and presented to Council at the November Briefing Meeting.

**Legal Implications:**

Nil

**Policy Implications:**

Nil

**Financial and Resource Implications:**

Update to Fees and Charges

**InfoXpert Document ID:** 129603



**7.3 Subject:** Regional Arts Development Fund – Quick Response Application Crack Up Sisters  
**Attachments:** Nil  
**Author:** Community Services Team Leader

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**Executive Summary:**

Council has submitted a Regional Arts Development Fund (RADF) Quick Response Application to host a 3-day workshop with the Crack Up Sisters as part of the December School Holiday Program. This application was assessed by the local RADF Committee and recommended to approve \$3,784 for this project.

**Recommendation:**

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

- *McKinlay Shire Council Crack Up Sisters 3-day workshop - \$3,784*
- 

**Background:**

Council has submitted an application to host a 3-day workshop with the Crack Up Sisters as part of the December School Holiday Program. These workshops provide an opportunity for local children to learn new and exciting skills and enhance their self-confidence. The workshop is planned to be hosted from December 4 – December 6 at the Civic Centre.

**Consultation:** Consultation with Corporate & Community Services Team Leader, RADF Committee and presented to the November Briefing Meeting.

**Legal Implications:** Nil

**Policy Implications:** Arts & Cultural Policy

**Financial and Resource Implications:** An allocated amount of \$33,219 is the total RADF Budget for 2023/24. There will be a total of \$23,255 remaining following the delivery of this workshop.

**InfoXpert Document ID:** 129605



**7.4 Subject:** McKinlay Shire Cultural Association – Community Donation Request

**Attachments:** Nil

**Author:** Community Services Team Leader

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**Executive Summary:**

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 continue weekly after school craft sessions each Monday in 2024.

**Recommendation:**

*Council resolves to approve the Community Donation Request for McKinlay Shire Cultural Association for \$1,500 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 2024.*

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**Background:**

Council annually offers funding programs such as Community Sponsorship/Donations to provide additional support to community events which provide economic support, social interaction and community connectedness for residents of the Shire. McKinlay Shire Cultural Association has been proactive in delivering weekly after school arts and craft throughout 2023 which has been very well received by the local community. The group of hardworking volunteers would like to continue this into 2024 and these funds will help support the group purchase the necessary equipment and supplies.

**Consultation:**

This report was completed with consultation from Director Corporate & Community Services and was discussed at the November Council Briefing Meeting.

**Legal Implications:**

Nil

**Policy Implications:**

Community Grants Policy

**Financial and Resource Implications:**

Council sets aside \$15,000 from its annual budget for community donations and \$13,500 would remain for other organisations to access for the remainder of the 2022/23 financial year.

**InfoXpert Document ID:** 129606



## **8.0 CORPORATE SERVICES**

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**8.1 Subject:** Corporate Services September 2023 Report  
**Attachments:** Nil  
**Author:** Director Corporate & Community Services

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**Executive Summary:**

The Corporate Services Report as of 31 October 2023 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 2023.*

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**Report:**

The Corporate Services Report compares actual performance to date with the Council's 2023/2024 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:**

DRFA 2022 Progress Claim payment received.



**INCOME STATEMENT SUMMARY**

	Actuals	Variance	YTD Budget	Full Year Budget
<b>Total Income</b>	12,701,290	76%	16,680,966	50,042,899
<b>Total Expenses</b>	(4,981,401)	79%	(6,285,740)	(18,857,219)
<b>Net Result</b>	<b>7,719,889</b>	<b>74%</b>	<b>10,395,227</b>	<b>31,185,680</b>
Less Capital Revenue	8,948,093	78%	11,485,510	34,456,531
<b>Operating Result (excl. Capital Revenue)</b>	<b>\$ (1,228,204)</b>	<b>113%</b>	<b>\$ (1,090,284)</b>	<b>\$ (3,270,851)</b>

**STATEMENT OF CASH FLOWS**

	2023/24 Actuals	2022/23 Actuals
<b>Cash Flows from Operating Activities</b>	1,420,975	8,307,470
Receipts, Payments & Interest Received		
Borrowing Costs		
<b>Cash Flows From Investing Activities</b>	(7,387,581)	20,011
Payments and Proceeds for PPE		
Capital Income		
<b>Cash Flows from Financing Activities</b>	-	-
Loan Payments		
Net increase (decrease) in cash held	(5,966,606)	8,327,481
Cash at beginning of the financial year	32,712,590	24,385,109
<b>Cash at the end of the period</b>	<b>\$ 26,745,984</b>	<b>\$ 32,712,590</b>

**STATEMENT OF FINANCIAL POSITION**

	2024 Actuals	2023 Actuals
Current Assets	28,525,170	36,004,751
Total Non-Current Assets	275,419,691	260,040,953
<b>Total Assets</b>	<b>303,944,861</b>	<b>296,045,704</b>
Total Current Liabilities	5,817,483	5,638,214
Total Non-Current Liabilities	174,462	174,461
<b>Total Liabilities</b>	<b>5,991,945</b>	<b>5,812,675</b>
<b>Net Community Assets</b>	<b>\$ 297,952,916</b>	<b>\$ 290,233,029</b>
<u>Community Equity</u>		
Asset Revaluation Surplus	102,467,025	102,467,023
Retained Surplus	195,485,891	187,766,006
<b>Total Community Equity</b>	<b>\$ 297,952,916</b>	<b>\$ 290,233,029</b>

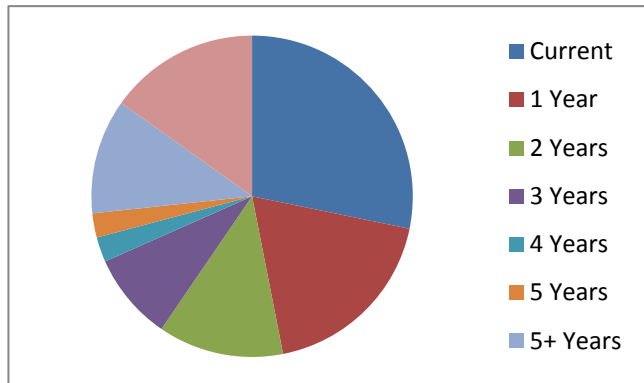


Summary By Departments						
Department	Revenue			Expenditure		
	Actuals	%	Budget	Actuals	%	Budget
Infrastructure & Works	9,166,866	30%	30,844,875	2,125,587	22%	9,785,000
Governance & Partnerships	-	0%	-	341,401	39%	885,782
Corporate Services	1,982,588	16%	12,066,915	653,196	35%	1,874,401
Economic Development	188,466	39%	485,500	302,611	27%	1,141,500
Community Services	743,270	12%	5,962,123	1,225,310	32%	3,842,229
Health Safety & Development	36,482	21%	173,348	130,036	20%	638,600
Environmental Management	225,144	44%	510,138	175,119	29%	599,212
	<b>12,342,815</b>	<b>25%</b>	<b>50,042,899</b>	<b>4,953,259</b>	<b>26%</b>	<b>18,766,724</b>

	Actuals to date 2023-24	Adopted Budget 2023-24	Grants/Other
<b>Infrastructure &amp; Works</b>			
Roads	\$15,062,098	\$36,311,000	\$35,866,000
Wastewater	\$368,985	\$1,730,000	\$1,500,000
Water	\$16,326	\$459,147	\$307,132
Transport	\$0	\$552,529	\$300,000
Other	\$318,658	\$1,580,000	\$0
<b>Subtotal</b>	<b>\$15,766,067</b>	<b>\$40,632,676</b>	<b>\$37,973,132</b>
<b>Environmental Management</b>	<b>Actuals</b>		<b>Grants/Other</b>
Reserves	\$19,472	\$91,000	\$0
<b>Subtotal</b>	<b>\$19,472</b>	<b>\$91,000</b>	<b>\$0</b>
<b>Community Services &amp; Facilities</b>	<b>Actuals</b>		<b>Grants/Other</b>
Community Buildings & Other Structures	\$196,886	\$8,079,184	\$7,787,584
Parks & Gardens	\$50,870	\$38,250	\$28,250
Council Housing	\$33,316	\$2,540,000	\$1,670,000
<b>Subtotal</b>	<b>\$281,072</b>	<b>\$10,657,434</b>	<b>\$9,485,834</b>
<b>Corporate Services</b>	<b>Actuals</b>		<b>Grants/Other</b>
Corporate Buildings & Other Structures	\$7,745	\$312,571	\$0
Other	\$0	\$40,000	\$0
Economic Development	\$170,560	\$495,000	\$475,000
<b>Subtotal</b>	<b>\$178,305</b>	<b>\$847,571</b>	<b>\$475,000</b>
<b>Total</b>	<b>\$16,244,916</b>	<b>\$52,228,681</b>	<b>\$47,933,966</b>



## Outstanding Rates



	Oct-23	Sep-23
<b>Current</b>	24,374	92,923
<b>1 Year</b>	16,100	18,737
<b>2 Years</b>	10,907	10,907
<b>3 Years</b>	7,613	7,613
<b>4 Years</b>	2,153	2,153
<b>5 Years</b>	2,111	2,111
<b>5+ Years</b>	9,971	9,971
<b>Interest</b>	13,066	11,965
<b>Total</b>	<b>86,295</b>	<b>156,381</b>

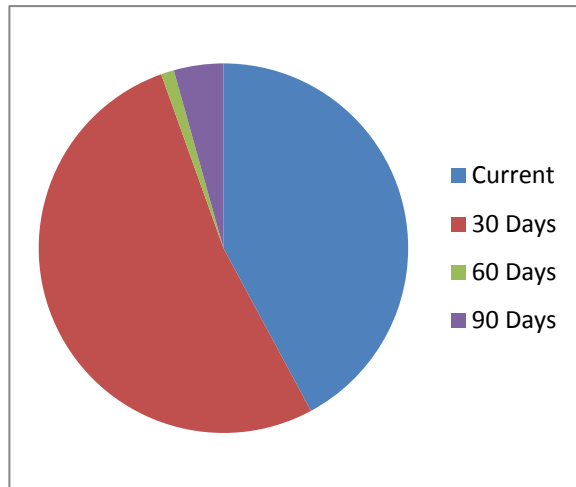




## Outstanding Debtors

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<b>Total</b>	<b>44,591.18</b>
<b>Current</b>	18,791.35
<b>30 Days</b>	23,357.08
<b>60 Days</b>	507.24
<b>90 Days</b>	1,935.51



**Comments:**

**Consultation:**

**Legal Implications:**

**Policy Implications:**

**Financial and Resource Implications:**

**InfoXpert Document ID:** 129463



Ordinary Meeting of Council Tuesday 21 November 2023

**CONFIDENTIAL**

**8.2 Subject:** Sale of land for overdue rates

**Attachments:** Nil

**Author:** Corporate Services

**Date:** 13<sup>th</sup> November 2023

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**Confidentiality:**

This item is classified CONFIDENTIAL under section 254J(3)(f) of the *Local Government Regulation 2012*, which permits the meeting to be closed to the public to discuss matters that may directly affect the health and safety of an individual or group of individuals.

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CONFIDENTIAL



Ordinary Meeting of Council Tuesday 21 November 2023

**Legal Implications:** When undertaking the recovery of overdue rates or charges, Council must act in accordance with Chapter 4, Part 12 of the Regulation.

**Policy Implications:**

**Financial and Resource Implications:**

**InfoXpert Document ID:** 129607

CONFIDENTIAL



**8.3 Subject:** Final Management Report 2023  
**Attachments:** Final Management Report 2023  
**Author:** Director Corporate & Community Services  
**Date:** 16 November 2022

---

**Executive Summary:**

An external audit of Council's financial statements was undertaken throughout September 2023 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 2023 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 2023.*

---

**Background:**

Each financial year Council's financial statements are audited by the Queensland Audit Office. In some circumstances the QAO contract this work out to other Accountancy firms, and this year Pitcher Partners continued with their appointment to carry out the audit work for McKinlay Shire Council.

The audit is generally done in two phases, and interim audit which is completed prior to the end of financial year and a final audit once the financial statements have been finalised and provided to the QAO or their delegate.

The Final Management Letter importantly stated that an unmodified audit opinion has been issued on our financial statements. The report highlighted no new matters in reporting period. The report highlights 1 internal control issue which has been resolved and four Financial reporting issues, with two resolved and two a Work in progress.



Ordinary Meeting of Council Tuesday 21<sup>st</sup> November 2023

**Consultation:**

Chief Executive Officer

**Legal Implications:**

In accordance with section 213 of the Local Government Regulation 2012, the Mayor must present a copy of the auditor-general's observation report (if provided) at the next ordinary meeting of Council after receipt of such report.

**Policy Implications:**

Nil

**Financial and Resource Implications:**

**InfoXpert Document ID:** 129641



## 2023 CLOSING REPORT

# McKinlay Shire Council

24 October 2023

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**SENSITIVE**

Mr Trevor Williams  
Chief Executive Officer  
McKinlay Shire Council

Dear Mr Williams

**2023 Closing report**

We present our closing report for McKinlay Shire Council for the financial year ended 30 June 2023. It includes the results of our audit, identified audit misstatements, and other matters.

Our audit was conducted in accordance with our external audit plan issued. We confirm that up to the date of this report, we have maintained our independence obligations in relation to our conduct of this audit.

**Expected opinion**

We expect to issue an unmodified opinion on the financial statements.

**Financial statement maturity**

We have rated your financial statement preparation maturity as integrated. Please refer to section 5 *Financial statement maturity* for further details.

**Control environment**

In our interim report, we assessed that your internal control environment does support an audit strategy where we can rely upon your entity's controls. We have confirmed that there has been no change to our initial assessment. Please refer to section 7 *Status of issues* for further details.

**Materiality \$175,000**

Decrease of \$12,000 to planning materiality.

**Estimated final fees**

**\$60,400**

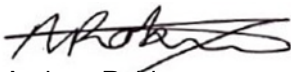
**Outstanding matters**

Item	Responsibility
Financial statements review – quality check over final version	Audit
Subsequent events update – review of transactions and events to date of signing	Management and Audit
Management representation letter – to be signed with the financial statements	Management
Financial report certification – signing of the financial statements by management	Management and Audit

QAO is keen to hear your views about the audit services we provide and will seek your feedback via an online survey. This survey will help us understand what is working well and where there are opportunities for us to improve our engagement with you.

Thank you for your time this year, it has been a pleasure to work with you. If you have any questions or would like to discuss this report, please contact me on 07 3222 8328 or Chris McNee on 07 3222 8335.

Yours sincerely



Andrew Robin

Engagement leader

Enc.

cc. Cr. Philip Curr, Mayor

# 1. Insights and financial statements overview

## Statement of comprehensive income

Classes of transactions, account balances or disclosures	Change from prior year	Key drivers
Rates revenue \$3.65 million	\$0.2 million 6%	Rates revenue has increased at a consistent amount to prior year, largely as a result of the supplementary rates for the new mine in the region.
Sales revenue \$3.69 million	(\$1.12) million (23%)	Decrease in sales revenue is driven by a decrease in recoverable works performed throughout the year. In FY21, Council received a one-off roadwork contract for stabilisation of roads, over and above general routine maintenance contracts on state-controlled roads. This contract led into FY22, however, not FY23 as it was non-recurring.
Grants, subsidies, contributions \$22.0 million	\$6.69 million 44%	Increase in grant revenue (recurrent and capital) was primarily driven by the increase in flood damage funding received for the FY22 floods with works conducted in FY23. Revenue related to the flood damage was \$8.6m compared to \$3.4m in the PY. The remaining increase was due to additional funding received from the FAG's grant of \$1.6m.
Interest received \$0.83 million	\$0.74 million 788%	Increase is due to the interest rate jump during FY23 with the historical low cash rate of 0.1% increasing to 4.1% in June 23.
Other capital income \$0.074 million	(\$0.21) million (74%)	Represents the gain on disposal of PPE. There was a reduction of PPE disposed in the period.
Write-off of flood damaged roads \$nil	(\$23.69) million (100%)	The balance is reflective of write-offs in the prior year due to the flooding in February 2022 and May 2022. This was non-recurring.

## Statement of financial position

Classes of transactions, account balances or disclosures	Change from prior year	Key drivers
Cash & cash equivalents \$32.71 million	\$8.33 million 34%	Increase in cash primarily due to surplus generated in current year and movements in working capital.
Receivables \$0.83 million	(\$0.30) million (27%)	Decrease primarily due to timing of recoverable works performed and received prior to year-end.



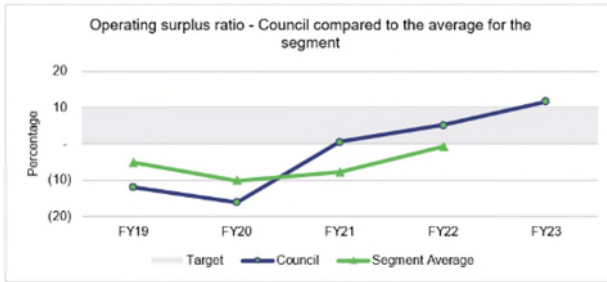
<b>Classes of transactions, account balances or disclosures</b>	<b>Change from prior year</b>	<b>Key drivers</b>
Contract assets \$2.14 million	\$0.73 million 52%	Increase is primarily due to works completed for flood damaged roads and TMR roads contracts which is reflective in the increase in grant revenue.
Property, plant and equipment \$260.04 million	\$10.84 million 4%	Movement in PPE due to additions of \$14.1m, a revaluation surplus of \$2.6m due to comprehensive valuations received for all infrastructure assets, offset by 5.8m in depreciation.
Contract liabilities \$4.17 million	\$3.06 million \$277%	Increase primarily due to the new grant received for the development of an Early Learning Centre.
Asset revaluation surplus \$102.47m	\$2.63 million 3%	Movement in reserve driven by comprehensive valuation movements for all infrastructure assets.

## 2. Financial sustainability assessment

Below we detail our assessment of your financial sustainability, based on the 3 ratios that councils are required to report under the local government regulation. Our assessment of your council's overall financial sustainability risk is **moderate**.

Refer to section 9 Assessment of financial sustainability for guidance on how we calculate these ratios and our financial sustainability risk rating definitions.

### Operating surplus ratio

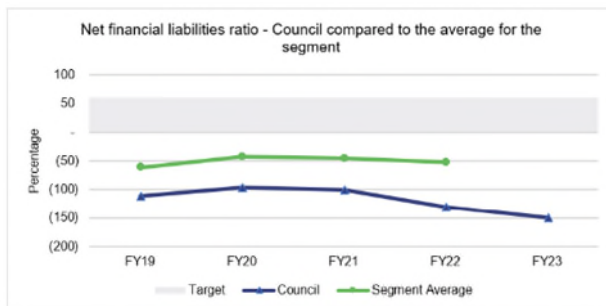


McKinlay Shire Council's 5-year average operating ratio is -2.16 per cent. This is outside the target range.

The average operating surplus ratio indicates that Councils needs to consider increasing its own revenue source and reduce its expenditure to achieve target.

Council has improved its ratio in the current year to 11.62%.

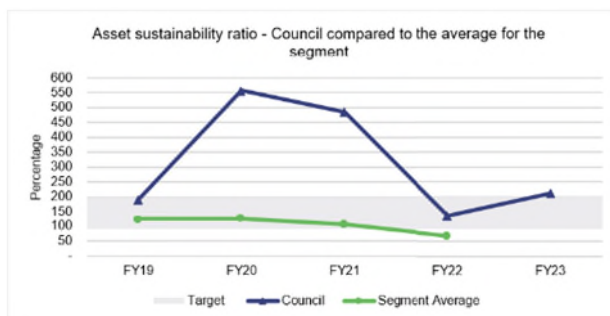
### Net financial liabilities ratio



McKinlay Shire Council's net financial liabilities ratio as at 30 June 2023 is -149.9 per cent. This is within the target range.

The net financial liabilities ratio indicates the Council's capital structure appears adequate for its size. If Council intends to obtain debt funding for future capital projects, its negative average operating surplus ratio suggest Council may experience difficulty repaying this debt.

### Asset sustainability ratio



McKinlay Shire Council's average asset sustainability ratio is 316.16 per cent. This is within the target range.

With the exception of FY20 & FY21, the average asset sustainability ratio has been within range indicating that Council has monitored its assets in line with its asset management plan and have adequately replaced its assets as they near the end of their useful life. The increase in the ratio in FY20 and FY21 reflects significant road infrastructure spending associated with flood repairs.

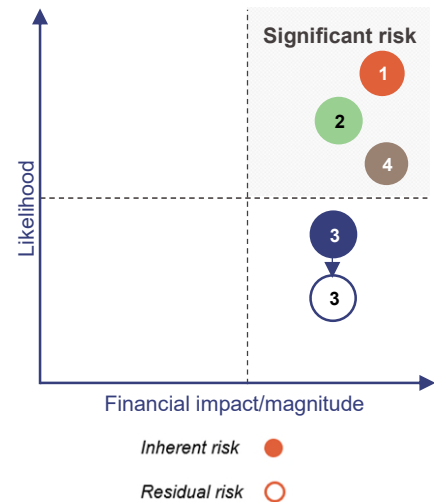
### 3. Audit conclusions

#### Areas of audit focus

Our external audit plan identified items that present the greatest risk of material error to the financial statements.

This chart displays the inherent risk for the identified areas of audit focus, together with considering the effectiveness of your internal controls (residual risk), and the financial impact (magnitude).

Our overall conclusions on these areas of audit focus are outlined in the table below.



Risk	Description of risk	Audit conclusion
1	<p><b>Significant estimates and judgements applied in the valuation of infrastructure assets</b></p> <ul style="list-style-type: none"> <li>Property, plant and equipment is the most material balance in the financial statement at \$260m at 30 June 2023.</li> <li>Valuation of infrastructure assets involves significant estimates and judgements, particularly in years where comprehensive revaluation is undertaken. Council plans to perform comprehensive valuations for all asset classes</li> <li>Significant capital works program, with complex asset capitalisation rules</li> </ul>	<p><b>Testing performed</b></p> <p>Procedures completed to address the risk included, but were not limited to, the following:</p> <ul style="list-style-type: none"> <li>Evaluation of the appropriateness of the valuation methodology applied in the comprehensive valuation of land, buildings and other structures, water &amp; sewerage infrastructure and road infrastructures, including testing the inputs and assumptions used to determine fair value.</li> <li>Consideration of the adequacy of management’s review of asset valuations, including the inputs and assumptions used by the valuer;</li> <li>Recalculation of a sample of capital renewal projects</li> <li>Reviewed a sample of items classified as work-in-progress to ensure the items should not be capitalised, valued and depreciated</li> </ul> <p><b>Results and conclusion</b></p> <p>Based on the results of the procedures performed, we have obtained sufficient appropriate evidence that the balance is not materially misstated.</p>
2	<p><b>Significant estimates and judgements applied in the calculation of depreciation expense for infrastructure assets</b></p> <ul style="list-style-type: none"> <li>Depreciation expenditure is calculated subject to the application of significant estimates and judgements regarding asset componentisation and useful lives</li> <li>Infrastructure assets generally have long lives which require significant estimation</li> <li>Depreciation expenditure is also a critical element in the calculation of two of the ratios reported in the current year financial sustainability statement, increasing both the motivation for manipulation to occur and the potential implications of any errors in depreciation calculations.</li> </ul>	<p><b>Testing performed:</b></p> <p>Our procedures included:</p> <ul style="list-style-type: none"> <li>Recalculation of depreciation expenditure for a sample of assets to verify the mathematical accuracy of depreciation expense; and</li> <li>For all infrastructure asset classes, consideration of appropriateness of useful lives adopted for key components, through comparison against internal (asset management practices) and external (range of useful lives observed for other local governments) factors; and</li> <li>Ensured assets capitalised from WIP were updated and depreciated on a timely basis.</li> </ul> <p><b>Results and conclusion</b></p> <p>Based on the results of the procedures performed, we have obtained sufficient appropriate evidence that the balance is not materially misstated.</p>

Risk	Description of risk	Audit conclusion
3	<p><b>Inappropriate procurement policies and practices</b></p> <ul style="list-style-type: none"> <li>• Large supplier base with decentralised purchasing</li> <li>• Council undertakes large projects where legislative requirements guide tendering and probity processes</li> <li>• Continued vendor fraud attacks across Queensland</li> </ul>	<p><b>Testing performed:</b></p> <p>Our procedures included:</p> <ul style="list-style-type: none"> <li>• Evaluating the design the implementation of controls over procurement, contract management and compliance with legislative requirements;</li> <li>• Testing Council's compliance with legislative requirements for a sample of contracts/purchases entered into by the Council;</li> <li>• Completion of data matching and targeted analytics over supplier and employee masterfiles, supplier payment files, and changes in the supplier Masterfile; and</li> <li>• Assessing related party disclosures for completeness.</li> </ul> <p><b>Results and conclusion</b></p> <p>Results of testing completed did not identify any significant deficiencies in Council's procurement policies and practices, and no material misstatements were identified in these areas.</p>
4	<p><b>Revenue is materially misstated as a result of fraud</b></p> <ul style="list-style-type: none"> <li>• There is a presumption under Australian Auditing Standards that risks of fraud exists with respect to revenue recognition</li> <li>• There is a degree of judgement and estimation in revenue recognition for grants and subsidies income, which increases the risk of fraud in this area</li> <li>• The timing and classification of revenue recognition can materially impact the calculation of financial sustainability ratios</li> </ul>	<p><b>Testing performed:</b></p> <p>Our procedures included:</p> <ul style="list-style-type: none"> <li>• For a sample of grant and other funding received, reviewing the terms of the funding and confirming revenue has been appropriately classified as capital or recurrent in the financial statements, and recognised appropriately under the relevant accounting standard.</li> <li>• Recalculating the amount of revenue recognised (and any associated contract assets/contract liabilities) for a sample of funding program.</li> <li>• Performing substantive analytical review procedures over rates revenue classes</li> </ul> <p><b>Results and conclusion:</b></p> <p>Based on the results of the procedures performed, we obtained sufficient appropriate evidence to conclude that the balance is not materially misstated.</p>

## Other audit opinions

In conjunction with our audit of the 2022-23 financial statements, we have commenced our audit procedures on the special purpose financial reports prepared for the following arrangements:

- Commonwealth Government Roads to Recovery funding acquittal
- Commonwealth Government's Local Roads and Community Infrastructure funding acquittal

No matters of significance have been noted in the performance of these audits to date, and all are due to be completed by 31 October 2023.

## Materiality

We reassessed our audit materiality thresholds based on your year-end financial statement balances, and these have changed since we communicated them in the external audit plan. We used these thresholds in finalising our audit and assessing misstatements.

<b>Overall materiality</b>	<b>\$175k</b> (per external audit plan \$187k)
<b>Performance materiality</b>	<b>\$148k</b> (per external audit plan \$159k)
<b>Clearly trivial threshold</b>	<b>\$8.7k</b> (per external audit plan \$9k)
<b>Specific – property, plant and equipment<sup>1</sup></b>	<b>\$13m</b> (per external audit plan \$13.2m)
<b>Specific clearly trivial threshold<sup>1</sup></b>	<b>\$650k</b> (per external audit plan \$660k)

*Note: <sup>1</sup> Specific materiality is only applicable to the valuation assertion of property, plant and equipment and to the associated asset revaluation surplus balances.*

## Evaluation of quantitative misstatements

At the date of this report, we have not identified any qualitative misstatements which were corrected by management in the financial statements.

At the date of this report, we have identified quantitative misstatements that remain uncorrected by management. If corrected, there would result in a nil increase/decrease in net assets and net operating result.

Details of these corrected and uncorrected misstatements are included in section 8 Misstatements.

## Evaluation of disclosure misstatements

At the date of this report, we have not identified misstatements in disclosures that required correction to the financial statements.

## 4. Status of issues

### Internal control issues

The following table identifies the number of deficiencies in internal controls and other matters we have identified. Nil new deficiencies were identified during our final audit. Refer to section 7 Matters previously reported for the status of previously raised issues.

Issues	Significant deficiencies	Deficiencies	Other matters*
Current year issues	-	-	-
Current year issues – Interim (resolved)	-	1	1
Prior year issues – unresolved	1	-	1
Prior year issues – resolved	-	-	1
<b>Total issues</b>	<b>1</b>	<b>1</b>	<b>3</b>

Note: \*QAO only tracks resolution of other matters where management has committed to implementing action.

Our ratings are as follows. For more information and detail on our rating definitions, please see the webpage here: [www.qao.qld.gov.au/information-internal-controls](http://www.qao.qld.gov.au/information-internal-controls) or scan the QR code.

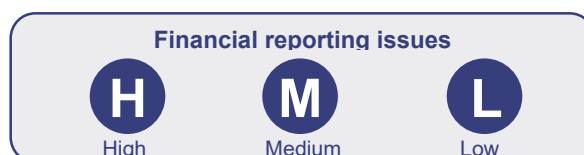


### Financial reporting issues

This table identifies the number of financial reporting issues we raised. As reflected, we have not identified any new financial reporting issues during our audit, with outstanding issues brought forward from previous period. Refer to section 7 Matters previously reported for the status of previously raised financial reporting issues.

Year and status	High risk	Moderate risk	Low risk
Current year issues	-	-	-
Prior year issues – resolved	-	1	-

Our risk ratings are as follows. For more information and detail on our rating definitions, please see the webpage here: [www.qao.qld.gov.au/information-internal-controls](http://www.qao.qld.gov.au/information-internal-controls) or scan the QR code.



## 5. Financial statement maturity

### Financial statement preparation maturity assessment

In the 2021 financial year, management had self-assessed its financial statement process using the maturity model. Council had self-assessed its processes to be integrated.

This year, we have reviewed the entity’s assessment using a combination of inquiry, observation, and review of the internal processes. Our review identified that council’s self-assessed scores and level of maturity were appropriate. Council’s maturity level based on our review remains in the range of integrated.

The following table sets out the range and average responses for Council’s financial statement preparation process for each component for the 2023 financial year. It also provides a comparison to the 2021 assessment.

Component	Financial year	Developing	Established	Integrated	Optimised
Quality month-end processes	2021				
	2023				
Early financial statement close process	2021				
	2023				
Skilled financial statement preparation and use of technology	2021				
	2023				
Resolution of financial reporting matters	2021				
	2023				

We identified the following key strengths and opportunities to improve based on the 2023 assessment:

Key strengths	Improvement opportunities
<ul style="list-style-type: none"> <li>Management involvement in the financial reporting process, including oversight of asset valuations, proforma financials and position papers on key accounting issues</li> <li>Clearly assigned roles and responsibilities within the financial reporting team and a comprehensive financial reporting timetable</li> <li>Early action on valuation of infrastructure assets and proforma financial statement preparation</li> <li>Prompt input into resolution of financial reporting matters as well as active input into complex and new accounting standard.</li> </ul>	<ul style="list-style-type: none"> <li>Increased automation of the financial statement preparation process and accounting systems, with reduced reliance on spreadsheets and manual processes to prepare the statements/information for disclosures</li> <li>Increasing training opportunities for the financial reporting team</li> <li>Increasing resources within the finance function to allow for better segregation of duties, and oversight over accounting processes.</li> </ul>

## 6. Other required information

We are required to report certain matters to those charged with governance. The table below provides a summary of the matters we usually communicate at the end of our audit.


Matters for QAO to consider	How these were addressed
Disagreements with management	During our audit, we received full cooperation from management and had no unresolved disagreements over the application of accounting principles and the scope of our audit.
Significant difficulties	We did not encounter any significant difficulties during the audit.
Compliance with laws and regulations	We did not identify any instances of non-compliance with laws and regulations having a material effect on the financial report.
Matters significant to related parties	We did not identify any significant matters relating to related parties during the audit.
Changes to accounting policies	We confirm there were no material changes to accounting policy information during the period.
Other matters significant to the oversight of the financial reporting process	We did not identify any significant matters relating to the financial reporting process during the audit.
Fraud and illegal acts	<p>We enquired of management regarding:</p> <ul style="list-style-type: none"> <li>• knowledge of any fraud or suspected or alleged fraud affecting the entity involving management, employees who have significant roles in internal control, or others where fraud could have a material effect on the financial report</li> <li>• knowledge of any allegations of fraud, or suspected fraud, affecting the financial information.</li> </ul> <p>In addition to the above enquiries, we have also undertaken certain testing that we had detailed in our external audit plan and we are not aware of any fraud or illegal acts during our audit.</p>
Written representations we are requesting	We are required to obtain written representations from management. We have discussed these with management, and they are comfortable to make these representations. Those charged with governance should also make appropriate enquiries of management to be satisfied with the written representations made.
Other information in the entity's annual report	We have not yet performed audit procedures to verify the other information in the entity's annual report as required by Australian Auditing Standard ASA 720 <i>The Auditor's Responsibilities Relating to Other Information</i> . Our review will examine whether financial and non-financial information in the annual report are consistent with the financial report.



## 7. Matters previously reported

The following table summarises control deficiencies, financial reporting issues and other matters that we previously reported this year in our interim report and unresolved issues we raised in prior years.

Ref.	Rating	Issue	Status and comment
17FR-1	<b>S</b>	<b>Asset Management Plan Not Implemented</b> Council has not designed and implemented a formal asset management plan.	<b>Work in progress.</b> To assist Council in meeting its goal of developing new Asset Management Plans, Council applied for funding under the Building our Regions Round 6 program. Council have been successful in securing funding to develop Water & Waste Water Asset Management Plans. The assessors have been out and are expecting to provide the finalised plans in the coming weeks. Responsible officer: Director of Corporate Services Action date: 31 October 2023
23-IR1	<b>D</b>	<b>Month-end financial close processes</b> It was noted that Council's month-end financial close process does not incorporate accounting adjustments for expenditure and payroll accruals, employee leave provisions, capitalisation of property, plant & equipment, or contract assets and liabilities.	<b>Resolved</b> Management has chosen to accept the residual risk associated with the items not brought to account on a periodic basis throughout the reporting period, having regard to both materiality and cost/benefit analysis.
20FR-3	<b>M</b>	<b>Overdue Rates</b> A number of significantly aged rates within the debtors were noted, some for which payments had last been received in 2012 and 2013. The amounts were not material.	<b>Resolved</b> At previous reporting date, there were 3 assessments which exceed 3 years overdue (the period in which Council can commence proceedings to sell land for overdue rates). One has been acted on and the land has been sold. One has been approved to sell at the last council meeting on the 21 <sup>st</sup> of June 2023. The last, Council have continued to engage King & Company to assist in progressing the process of selling land for overdue rates. All other overdue assessments (less than 3 years overdue) are following Council's recovery process with issuing reminder letters and referring to Debt collection agency.
23-IR2	<b>O</b>	<b>Audit Committee</b> It was noted that Council do not have an audit committee.	<b>Resolved</b> Management has chosen to accept the residual risk associated with not having an audit committee.
20OM-2	<b>O</b>	<b>Manual record keeping</b> A large portion of records are kept manually,	<b>Resolved</b> Council have considered the

Ref.	Rating	Issue	Status and comment
		including invoices and related party forms. These are all stored in physical folders at Council's offices.	recommendation and will continue to review record keeping practices.
19FR-1		<b>Excessive annual leave</b> On review of annual leave balance, four employees have in excess of ten weeks entitlement	<b>Work in progress.</b> Council is continuing to work with all six employees over the financial year to reduce their annual leave balance with all being on a leave plan and are taking a minimum of 3 weeks leave during the period. Of these employees all six still have an annual leave balance above ten weeks Responsible officer: Director of Corporate Services

## 8. Misstatements

### Summary of corrected quantitative misstatements

There were no misstatement identified during the course of the audit which have subsequently been corrected by management in the financial statements.

### Summary of uncorrected quantitative misstatements

Our audit identified the following quantitative misstatements, which we reported to management. Management has assessed these misstatements as not material (either to the financial statements as a whole or to individual line item presentations). We concur with management's assessment.

#	Details	Profit or loss	Asset	Liabilities	Equity
		Dr/(Cr)	Dr/(Cr)	Dr/(Cr)	Dr/(Cr)
		\$'000	\$'000	\$'000	\$'000
1	DR Interest Receivable	-	77	-	-
	CR QTC Cash at Call	-	(77)	-	-
<i>Reclassification of interest received post year end</i>					
2	DR LSL provision – non-current	-	-	17	-
	CR LSL provision –current	-	-	(17)	-
<i>Reclassification of LSL between current vs. non-current</i>					
<b>Total</b>		-	-	-	-

### Summary of corrected/uncorrected disclosure misstatements

We did not identify any significant disclosure misstatements during the course of the audit which required correct to, or otherwise remain uncorrected in, the financial statements.

## 9. Assessment of financial sustainability

### Assessment of financial sustainability

Section 169(6) of the Local Government Regulation 2012 outlines the following relevant measures of financial sustainability that all Queensland local governments must report on.

Sustainability measure	Purpose	How is it measured?	Target
Operating surplus ratio	The operating surplus ratio indicates the extent to which operating revenues raised cover operating expenses.	<i>Net operating result/Total operating revenue (excluding capital items)</i>	Between 0% and 10% per annum
Net financial liabilities ratio	The net financial liabilities ratio indicates the extent to which operating revenues (including grants and subsidies) can cover net financial liabilities (usually loans and leases).	<i>(Total Liabilities–current assets)/Total operating revenue</i>	< 60% per annum
Asset sustainability ratio	The asset sustainability ratio indicates the extent to which assets are being replaced as they reach the end of their useful lives.	<i>Capital Expenditure on replacement of assets (renewals)/Depreciation</i>	> 90% per annum

We assigned a risk rating to each measure using the below criteria.

Risk rating measure for individual ratios	Operating surplus ratio	Net financial liabilities ratio	Asset sustainability ratio
Higher	Less than negative 10% (i.e. losses) Insufficient revenue is being generated to fund operations and asset renewal	More than 80% Potential long-term concern over ability to repay debt levels from operating revenue	Less than 50% Insufficient spending on asset replacement or renewal resulting in reduced service levels and increased burden on future ratepayers
Moderate	Negative 10% to zero A risk of long-term reduction in cash reserves and inability to fund asset renewals	60% to 80% Some concerns over the ability to repay debt from operating revenue	50% to 90% Irregular spending or insufficient asset management practices creating a backlog of maintenance/renewal work
Lower	More than zero (i.e. surpluses) Well positioned to fund operations and asset renewals	Less than 60% No concern over the ability to repay debt from operating revenue	More than 90% Likely to be sufficiently replacing or renewing assets as they reach the end of their useful lives

Our assessment of financial sustainability risk factors does not take into account a council's long-term forecasts or credit assessments undertaken by Queensland Treasury Corporation. We calculate the overall financial sustainability risk assessment using the ratings determined for each measure using the criteria in the table below.

Risk level	Detail of risk
<b>Higher risk</b>	Higher risk of sustainability issues arising in the short to medium term if current operating income and expenditure policies continue, as indicated by average operating deficits (losses) of more than

Risk level	Detail of risk
	10 per cent of operating revenue.
<b>Moderate risk</b>	<p>Moderate risk of sustainability issues over the longer term if current debt financing and capital investment policies continue, as indicated by:</p> <ul style="list-style-type: none"> <li>• current net financial liabilities more than 80 per cent of operating revenue or</li> <li>• average asset sustainability ratio over the last 5 years is less than 50 per cent or</li> <li>• average operating deficits (losses) over the last 5 years of between 2 and 10 per cent of operating revenue or</li> <li>• realising 2 or more of the individual ratios for moderate risk assessments (per the table opposite).</li> </ul>
<b>Lower risk</b>	Lower risk of financial sustainability concerns based on current income, expenditure, asset investment and debt financing policies.



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Audit Office**  
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2023 FINAL MANAGEMENT LETTER

**McKinlay Shire Council**

14 November 2023

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14 November 2023

Mayor Philip Curr  
29 Burke Street  
Julia Creek QLD 4823

Dear Mayor Curr

### **Final management report for McKinlay Shire Council**

We have completed our 2023 financial audit for McKinlay Shire Council. An unmodified audit opinion has been issued on your financial statements.

The purpose of this letter is to update you on any matters that have arisen since we presented our closing report on 24 October 2023.

### **Reporting on issues identified after the closing report**

I can confirm that we have not identified significant issues since the presentation of our closing report. The issues and other matters we have formally reported to management and an update on management's actions taken to resolve these issues is included as Appendix A.

Please note that under section 213 of the Local Government Regulation 2012, you must present a copy of this report at the next ordinary meeting of the Council.

### **Report to parliament**

Each year we report the results of all financial audits and significant issues to parliament.

We intend to include the results of our audit of McKinlay Shire Council in our report to parliament Local Government 2023. We will comment on the results of our audit of your financial report, any significant internal control issues we identified, and the overall results of the sector, including major transactions and events. We will discuss the proposed content of our report with your Director Corporate & Community Services and continue to consult as we draft our report. Formally, you will have an opportunity to comment on our report, and for these comments to be included in the final version tabled in parliament.

### **Audit fee**

The final audit fee for this year is estimated to be \$60,400 exclusive of GST (2022: \$50,000). This fee is unchanged from that estimated in our external audit plan.

We would like to thank you and your staff for their engagement in the audit this year.

If you have any questions about this letter or would like to discuss any matters regarding our services and engagement, please do not hesitate to contact me on (07) 3222 8328.

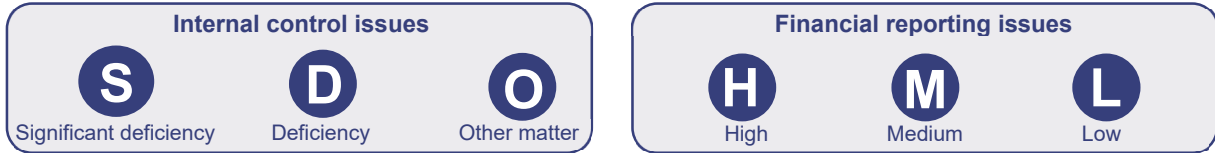
Yours sincerely



Andrew Robin  
Partner

## Appendix A1 – Matters previously reported

The following table summarises all control deficiencies, financial reporting issues and other matters that have previously been raised but are not yet resolved. The listing includes issues from our reports this year and those issues raised in prior years.



Ref.	Rating	Issue	Status and comment
17FR-1	<b>S</b>	<b>Asset Management Plan Not Implemented</b> Council has not designed and implemented a formal asset management plan	<b>Work in progress.</b> Council has received asset management plans from a third party for water & sewer assets.
19FR-1	<b>D</b>	<b>Month-end financial close processes</b> It was noted that Council's month-end financial close process does not incorporate accounting adjustments for expenditure and payroll accruals, employee leave provisions, capitalisation of property, plant & equipment, or contract assets and liabilities.	<b>Resolved.</b> Management has chosen to accept the residual risk associated with the items.
20FR-3	<b>M</b>	<b>Overdue rates</b> A number of significantly aged rates within the debtors were noted, some for which payments had last been received in 2012 and 2013. The amounts were not material.	<b>Resolved</b> Council notes the QAO recommendation and will review the outstanding rates and take action on those where the regulation allows Council to do so.
23-IR2	<b>O</b>	<b>Audit Committee</b> It was noted that Council do not have an audit committee.	<b>Resolved.</b> Management has chosen to accept the residual risk associated with the items.
20OM-2	<b>O</b>	<b>Manual record keeping</b> A larger portion of records are kept manually, including invoices and related party forms.	<b>Resolved.</b> Council have considered the recommendation and will continue to review record keeping practices.
19FR-1	<b>O</b>	<b>Excessive annual leave</b> On review of annual leave balance, four employees have in excess of ten weeks entitlement.	<b>Work in progress</b> Currently under consideration





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## **9.0 CHIEF EXECUTIVE OFFICER**

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Ordinary Meeting of Council Tuesday 21<sup>st</sup> November 2023

**9.1 Subject:** Chief Executive Officer's Report to October Meeting of Council

**Attachments:** NIL

**Author:** CEO

**Date:** 16<sup>th</sup> November 2023

---

**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 16<sup>th</sup> November 2023 except where amended or varied by separate resolution of Council.*

---

**1. Appointment of Acting CEO During CEO Leave from 11<sup>th</sup> December – 15<sup>th</sup> December 2023**

In the absence of the CEO on Leave commencing 11<sup>th</sup> December – 15<sup>th</sup> December 2023 it is desired that Council appoints an Acting CEO.

**Recommendation:**

*Council appoints Ms. Tenneil Cody as Acting CEO from 11<sup>th</sup> December – 15<sup>th</sup> December 2023.*

**2. NWQROC Meeting Burketown 29 & 30 November 2023**

The next NWQROC meeting will be held on 29<sup>th</sup> and 30<sup>th</sup> November in Burketown.

It is recommended Council approve the attendance of Councilors Fegan and Lynch to the next NWQROC meeting in Burketown on the 29<sup>th</sup> and 30<sup>th</sup> November 2023.

**Recommendation:**

*Council approves the attendance of Councilors Fegan and Lynch to the next NWQROC Meeting in Burketown on 29<sup>th</sup> and 30<sup>th</sup> November 2023.*

**Policy/Legislative:**

LG Act 2009 & LG Regulation 2012

Policies

Awards



Ordinary Meeting of Council Tuesday 21<sup>st</sup> November 2023

**Operational Financial and Resource Implications:**

To be further advised

**Consultation and engagement:**

Councilors

Directors

Relevant Council staff

External agencies

**InfoXpert Document ID: 129644**



Ordinary Meeting of Council Tuesday 21 November 2023

**9.2 Subject:** 2022/23 Financial Year Annual Report Adoption  
**Attachments:** 2022/23 Financial Year Annual Report to be presented in Council Meeting  
**Author:** Executive Assistant, Melissa Mussig  
**Date:** 17 November 2023

---

**Executive Summary:**

In accordance with section 182 of the *Local Government Regulation 2012* Council is presented with the 2022/23 Annual Report which includes the audited financial statements for the 2022/23 financial year.

**Recommendation:**

*That Council adopt the 2022/2023 Annual Report including the Audited Financial Statements 2022/2023.*

---

**Background:**

Council is required under section 182 of the *Local Government Regulation 2012* to prepare an annual report for each financial year, and the report must be adopted within 1 month after the day the auditor-general gives the financial statements report to Council for its financial year.

The Annual Report is provided (in attachment) for Council's review and comment.

The Annual Report has been prepared in accordance with Division 3 section 182 of the *Local Government Regulation 2012* which sets out the required contents of an annual report. In addition, the report highlights Council's activities during the financial year, providing key stakeholders a glimpse of our achievements towards our Corporate Plan and Annual Operational Plan.

**Consultation:** All program areas have contributed to the report.

**Legal Implications:** Requirement under the Local Government Regulation 2012

**Policy Implications:** Nil

**Financial and Resource Implications:** Nil

**InfoXpert Document ID:** 129650



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

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Ordinary Meeting of Council 21st of November 2023

**10.1 Subject:** WHS Report – October 2023

**Attachments:** Nil

**Author:** WHS Officer

**Date:** 21 November 2023

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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 2023.

**Recommendation:**

*That Council receives the October 2023 WHS Report.*

---

**Background:**

This report outlines the general status of Work Health and Safety at McKinlay Shire Council for the period of October 2023.

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:** 129624



		<b>Actual</b>	<b>Budget</b>
<b>3700</b>	<b>Workplace Health and Safety</b>	<b>\$132,330</b>	<b>\$250,000</b>

- Continually working on NC actions from PDM Report
- Review/ development of WHS documents
- Employee and Contractor Inductions
- Site inspections
- Health and Safety reps have been elected for areas of the business and completed their training
- Emergency drills conducted for Council workplaces
- **LGW Work Care** There has been a total of 0 Claims the year with a total amount incurred of \$0.00
- **Incidents** in October there have been a total of (1) incidents for the month. 1x manual handling injury/ no treatment required.





**11. CLOSE**