

Ordinary Meeting Agenda

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

Tuesday 16 January 2024, 8:30am

Notice is hereby given that an Ordinary Meeting will be held at the Council Chambers,
Civic Centre, Julia Creek on 16 January 2024 at 9:00am.

ORDER OF BUSINESS

1. Opening	2
2. Attendance	2
2.1 Appointment	2
3. Declaration of Conflict of Interest	2
4.1 Confirmation of minutes of Ordinary Meeting on 5 December 2023	3
<u>5. ENGINEERING REPORT</u>	
5.1 Engineering Services Monthly Report	17
5.2 Roads Asset Register Update 2024	22
<u>6. ENVIRONMENTAL & REGULATORY SERVICES REPORT</u>	
6.1 Environmental and Regulatory Services Monthly Report	26
<u>7. COMMUNITY SERVICES REPORT</u>	
7.1 Community Services Monthly Report	37
<u>8. CORPORATE SERVICES REPORT</u>	
8.1 Corporate Services Report	46
<u>9. CHIEF EXECUTIVE OFFICERS REPORT</u>	
9.1 Chief Executive Officer's Report	51
<u>10. WORKPLACE HEALTH AND SAFETY</u>	
10.1 WHS Report	53
<u>11. CLOSE</u>	
	56

1. OPENING BUSINESS

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

2. ATTENDANCE

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

Engineering and Regulatory Services, Mr. Jason Brady

Executive Assistant, Daniel Sumpton

Other people in attendance:

Apologies:

Mayor: Cr. P Curr

2.1 APPOINTMENT

3. DECLARATION OF CONFLICT OF INTEREST

I. "I Cr. Tim Pratt declare that I have a conflict of interest with respect to agenda item 9.1 (3) 2024 Julia Creek Dirt & Dust Festival Support of the January 2024 Ordinary Meeting (as defined the *Local Government Act 2009*, section 150EN) as follows: - (i) Name of related party: Sheree Pratt

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

(iii) The nature of the related party's interests in this matter is Sheree is the President of the Dirt and Dust Committee.

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 That the Minutes of the Ordinary Meeting on the 5 December 2023 be confirmed.



MCKINLAY SHIRE COUNCIL

UNCONFIRMED MINUTES

OF THE

ORDINARY MEETING OF COUNCIL

HELD AT THE

BOARDROOM, CIVIC CENTRE
JULIA CREEK

5 December 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 21 November 2023
- 4.2 Business Arising out of minutes of previous Meeting

5. ENGINEERING REPORT

- 5.1 Engineering Works Monthly Report
- 5.2 Construction 3 Bedroom Home 77 Coyne St
- 5.3 Roads Asset Register Update 2023
- 5.4 VP 382240 Register of Pre-qualified Suppliers Slashing Services

6. ENVIRONMENTAL & REGULATORY SERVICES REPORT

- 6.1 Environmental and Regulatory Services Monthly Report
- 6.2 Request for McKinlay Shire Council to become Trustee over Lot 606 on AL75 Reserve 16 Divisional Board Reserve

7. COMMUNITY SERVICES REPORT

- 7.1 Community Services Monthly Report
- 7.2 2024 Julia Creek Dirt & Dust Festival Support
- 7.3 Council Contribution – Accessible Tourism Elevate Fund – Access Project Grants
- 7.4 Julia Creek Early Learning Centre Fees
- 7.5 Julia Creek Early Learning Centre Management Support

8. CORPORATE SERVICES REPORT

- 8.1 Corporate Services Monthly Report

9. CHIEF EXECUTIVE OFFICERS REPORT

- 9.1 CEO Monthly Report
- 9.2 Acquisition of Native Title and Non-Native Title (Resource Interests) Rights and Interests – Lot 10 on SP 337955
- 9.3 Purchase of Work Camp Accommodation Container

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 08:31am.

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. Tim Pratt declare that I have a conflict of interest with respect to agenda item 7.2 2024 Julia Creek Dirt & Dust Festival Support of the December 2023 Ordinary Meeting (as defined the *Local Government Act 2009*, section 150EN) as follows: -
 - (i) Name of related party: Sheree Pratt
 - (ii) The nature of my relationship with this related party is Sheree is my spouse.
 - (iii) The nature of the related party's interests in this matter is Sheree is the President of the Dirt and Dust Committee.

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 21 November 2023 be confirmed.

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 21 November 2023 be confirmed.

Resolution No. 069/2324

Minutes of the Ordinary Meeting of Council held on 21 November 2023 confirmed.

Moved Cr. J Lynch

Seconded Cr. J Fegan

CARRIED 5/0

4.2 BUSINESS ARISING FROM PREVIOUS MINUTES

5. ENGINEERING SERVICES

5.1 Engineering Works Report

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

RECOMMENDATION

That Council receives the Engineering Services monthly report for November 2023.

Resolution 070/2324

That Council receives the Engineering Services monthly report for November 2023.

Moved Cr. T Pratt

Seconded Cr. J Fegan

CARRIED 5/0

5.2 Construction 3 Bedroom Home 77 Coyne St

Quotations were sought to build a 3 Bedroom Home in Coyne St, similar to the 3 Bedroom home built by Council in 2021 at 71 Coyne St. 2 quotations were received.

RECOMMENDATION

That Council resolve to;

- a) Engage Asset Cabins and Homes to provide a 3 bedroom house at 77 Coyne St for \$514,500 Ex GST and authorize the Chief Executive Officer to*
- b) and execute the contract and;*
- c) Reallocated \$260,000 from Budget Item "Purchase Government House Shaw St" and reallocate \$5,000 from Budget Item "72 Burke St" to the Budget item "Coyne St Subdivision" to allow for the purchase.*

Resolution 071/2324

That Council resolve to;

- a) Engage Asset Cabins and Homes to provide a 3 bedroom house at 77 Coyne St for \$514,500 Ex GST and authorize the Chief Executive Officer to
- b) and execute the contract and;
- c) Reallocated \$260,000 from Budget Item "Purchase Government House Shaw St" and reallocate \$5,000 from Budget Item "72 Burke St" to the Budget item "Coyne St Subdivision" to allow for the purchase.

Moved Cr. J Fegan

Seconded Cr. J Lynch

CARRIED 5/0

5.3 Roads Asset Register Update 2023

The purpose of this report is for Council to consider an updated December 2023 Roads Asset Register for the shire's road network in accordance with the Local Government Act 2009.

The recovery of essential public assets from the activated flood event in 2022, has delivered renewed road segments enabling the asset data to be updated to reflect locations of gravel, drop sections and other asset information.

Summary of Road Asset Data includes:

- 1,274,749 m of Unsealed Road
- 386,424 m of Sealed Road
- 537,289 m of Private Road
- 10,520 m of Drop sections

Endorsement of the Road Asset Register ensures:

- Compliance with the Local Government Act 2009;
- Readiness for the coming wet season in relation to eligibility disaster relief funding arrangements;
- up to date data and information for maintenance and operations management purposes.

RECOMMENDATION

That Council resolve to;

- a) Adopt the December 2023 updated version of the Road Asset Register and;*
- b) Request Officers to update the Asset Register in the Queensland Reconstruction Authority MARS Portal in preparation for future events.*

Resolution 072/2324

That Council resolve to;

- a) Adopt the December 2023 updated version of the Road Asset Register and;
- b) Request Officers to update the Asset Register in the Queensland Reconstruction Authority MARS Portal in preparation for future events.

Moved Cr. T Pratt

Seconded Cr. J Lynch

CARRIED 5/0

5.4 VP 382240 Register of Pre-qualified Suppliers Slashing Services

Council sought tenders, via VendorPanel to establish a Register of Pre-qualified Suppliers for Slashing Services to commence 15th 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:*
- *Alexander's Plant Hire Pty Ltd*
 - *L.J & K.J. Davidson*

Onto the Local Panel of Pre-Qualified Suppliers Slashing Services effective 15th 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:*
- *C & R Contractors Pty Ltd*
 - *Macview Pty Ltd*
 - *Roadcare Australia*
 - *Tree ACQ Pty Ltd*

Onto the Non-Local Panel of Pre-Qualified Suppliers Slashing Services effective 15th 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.*

Resolution 073/2324

That Council resolves to:

- a) *Accept tenders from:*
- *Alexander's Plant Hire Pty Ltd*
 - *L.J & K.J. Davidson*

Onto the Local Panel of Pre-Qualified Suppliers Slashing Services effective 15th 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:*
- *C & R Contractors Pty Ltd*
 - *Macview Pty Ltd*
 - *Roadcare Australia*
 - *Tree ACQ Pty Ltd*

Onto the Non-Local Panel of Pre-Qualified Suppliers Slashing Services effective 15th 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.*

Moved Cr. T Pratt

Seconded Cr. S Royes

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 November 2023.

RECOMMENDATION

That Council receives the November 2023 Environmental and Regulatory Services Report.

Resolution No. 074/2324

Council receives the November 2023 Environmental and Regulatory Services Report.

Moved Cr. J Fegan

Seconded Cr. J Lynch

CARRIED 5/0

6.2 Request for McKinlay Shire Council to become Trustee over Lot 606 on AL75

Reserve 16 Divisional Board Reserve

Email correspondence has been received from the Department of Resources (DoR) requesting consent to appoint McKinlay Shire Council as trustee of Lot 606 on AL75 also known as 32 Wylde Street, McKinlay. It is also recommended that the Council enter a trustee lease/permit arrangement with the State Emergency Service (SES) to authorise the use of the reserve land.

RECOMMENDATION

That Council resolves to:

- a) Advise the Department of Resources (DoR) that it agrees that McKinlay Shire Council will be appointed as Trustee of Lot 606 on AL75 also known as 32 Wylde Street, McKinlay QLD 4823; and*
- b) Council will enter into a trustee lease/permit arrangement with the State Emergency Service (SES) to authorise the use of the reserve land.*

Resolution No. 075/2324

That Council resolves to:

- a) Advise the Department of Resources (DoR) that it agrees that McKinlay Shire Council will be appointed as Trustee of Lot 606 on AL75 also known as 32 Wylde Street, McKinlay QLD 4823; and
- b) Council will enter into a trustee lease/permit arrangement with the State Emergency Service (SES) to authorise the use of the reserve land.

Moved Cr. T Pratt

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 November 2023.

RECOMMENDATION

That Council receives the Community Services monthly report for November 2023.

Resolution No. 076/2324

Council receives the Community Services monthly report for November 2023.

Moved Cr. J Fegan

Seconded Cr. J Lynch

CARRIED 5/0

Attendance – Cr. Tim Pratt requested to leave the meeting, has an interest in item 7.2 2024 Julia Creek Dirt & Dust Festival Support. Cr. Tim Pratt left the meeting at 09:30am.

7.2 2024 Julia Creek Dirt & Dust Festival Support

Following a meeting with Executive Committee Members from the Julia Creek Dirt and Dust Festival in August, Council has received a formal request from the organisation for \$15,000 cash and \$15,000 in-kind support for the 2024 event. Council is presented with the request for consideration and review.

RECOMMENDATION:

For Council consideration and review.

Resolution No. 077/2324

Council agrees to a contribution of \$10,000 cash and \$15,000 in kind. Council will consider additional financial support upon the production and review of the current financial statement and budget for the 2024 Dirt and Dust Festival.

Moved Cr. P Curr

Seconded Cr. J Lynch

CARRIED 4/0

Attendance - Cr Tim Pratt re-joined the meeting at 9:50am

7.3 Council contribution – Accessible Tourism Elevate Fund – Access Project Grants

Council has been notified of the Accessible Tourism Elevate Fund available through the Department of Tourism, Innovation and Sport. This funding program aims to recognize the importance of accessible experiences for all and create opportunities for Queensland Tourism Operators. Grants up to \$250,000 are available through the funding, and council staff have identified the opportunity to apply for funding to install a purpose-built fully self-contained cabin at Julia Creek Caravan Park that is able to accommodate persons with disability or accessibility issues. To assist the application, it is recommended Council contribute \$25,000 towards the project.

RECOMMENDATION:

Council contributes \$25,000 towards the Accessible Tourism Elevate Fund – Access Project Grant Application to install a purpose-built fully self-contained cabin at Julia Creek Caravan Park to provide accommodation options for persons with disability or accessibility issues.

Resolution No. 078/2324

Council contributes \$25,000 towards the Accessible Tourism Elevate Fund – Access Project Grant Application to install a purpose-built fully self-contained cabin at Julia Creek Caravan Park to provide accommodation options for persons with disability or accessibility issues.

Moved Cr. J Fegan

Seconded Cr. J Lynch

CARRIED 5/0

7.4 Julia Creek Early Learning Centre Fees

Council is presented with a review of the fees for the Julia Creek Early Learning Centre, with a proposal to increase the fees effective from 1 January 2024.

RECOMMENDATION:

That Council increase the daily attendance fee of the Julia Creek Early Learning Centre from \$85.00 per day per child to \$110.00 per day per child, and the half day fee increase from \$60.00 per day per child to \$85.00 per day per child, the sessional kinder fee increase from \$65.00 per session (5 hours) to \$90.00, the Temporary Reduced Operating Hours (i.e. when Centre only open from 8.30am to 2.30pm) increase from \$65.00 per day per child to \$90.00 per day per child, Holiday Half Gap for Full Day fee to be increased from \$42.50 per day per child to \$55.00 per day per child and the Holiday Half Gap for Half Day fee be increased from \$30.00 per day per child to \$42.50 per day per child effective from 1st January 2024. Further, that the Holiday Half Gap be eligible for a maximum of 4 weeks per annum (calendar year) per child.

Resolution No. 079/2324

That Council increase the daily attendance fee of the Julia Creek Early Learning Centre from \$85.00 per day per child to \$110.00 per day per child, and the half day fee increase from \$60.00 per day per child to \$85.00 per day per child, the sessional kinder fee increase from \$65.00 per session (5 hours) to \$90.00, the Temporary Reduced Operating Hours (i.e. when Centre only open from 8.30am to 2.30pm) increase from \$65.00 per day per child to \$90.00 per day per child, Holiday Half Gap for Full Day fee to be increased from \$42.50 per day per child to \$55.00 per day per child and the Holiday Half Gap for Half Day fee be increased from \$30.00 per day per child to \$42.50 per day per child effective from 1st January 2024. Further, that the Holiday Half Gap be eligible for a maximum of 4 weeks per annum (calendar year) per child.

Moved Cr. P Curr

Seconded Cr. T Pratt

CARRIED 5/0

7.5 Julia Creek Early Learning Centre Management Support

South 32 provided funding to engage an Early Year specialist to undertake a review of the Julia Creek Early Learning Centre operations and as a result provided a three year business and improvement plan. This report is prepared for Councils consideration to financially commit to the engagement of Astute Early Years to implement the business and improvement plan.

RECOMMENDATION:

That Council engage Astute Early Years Specialists to implement the Business Plan over a 3 year period and commit to the financial costs associated.

Resolution No. 080/2324

That Council engage Astute Early Years Specialists to implement the Business Plan over a 3 year period and commit to the financial costs associated.

Moved Cr. J Fegan

Seconded Cr. J Lynch

CARRIED 5/0

8. CORPORATE SERVICES

8.1 The Corporate Services Report

The Corporate Services Report as of November 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 November 2023.

Resolution No. 081/2324

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

Moved Cr. J Lynch

Seconded Cr. S Royes

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 1st December 2023 except where amended or varied by separate resolution of Council.

Resolution No. 082/2324

That Council receive and note the report from the Chief Executive Officer for the period ending 1st December 2023 except where amended or varied by separate resolution of Council.

Moved Cr. S Royes

Seconded Cr. P Curr

CARRIED 5/0

1. Appointment of Acting CEO During CEO Leave from 8th January – 12th January 2024

In the absence of the CEO on Leave commencing 8th January – 12th January 2024 it is desired that Council appoints an Acting CEO.

RECOMMENDATION:

Council appoints Mr. Cameron Scott as Acting CEO from 8th January – 12th January 2024.

Resolution No. 083/2324

Council appoints Mr. Cameron Scott as Acting CEO from 8th January – 12th January 2024.

Moved Cr. S Royes

Seconded Cr. J Fegan

CARRIED 5/0

2. NWQROC Meeting Cloncurry 8 & 9 February 2024

The next NWQROC meeting will be held on 7th and 8th February in Cloncurry.

It is recommended Council approve the attendance of Councillors Fegan and Lynch to the next NWQROC meeting in Cloncurry on the 7th and 8th February 2024.

RECOMMENDATION:

Council approves the attendance of Councillors Fegan and Lynch to the next NWQROC Meeting in Cloncurry on 7th and 8th February 2024.

Resolution No. 084/2324

Council approves the attendance of Councillors Fegan and Lynch to the next NWQROC Meeting in Cloncurry on 7th and 8th February 2024.

Moved Cr. P Curr

Seconded Cr. T Pratt

CARRIED 5/0

9.2 Acquisition of Native Title and Non-Native Title (Resource Interests) Rights and Interests – Lot 10 on SP 337955

The purpose of this Report is to provide an update to Council about the proposed purchase of Lot 10 on SP 337955 (“the Land”) from the State, and specifically about the acquisition of Native Title and non-Native Title rights and interests (resource interests) in order to proceed with the purchase.

RECOMMENDATION:

COUNCIL RESOLVES, having considered the objections received in response to Council’s Notice of Intention to Acquire Native Title Rights and Interests and Notice of Intention to Acquire Non-Native Title Rights and Interests issued on 4 September 2023 (“the Notices”) in respect of Lot 10 on SP 337955 (“the Land”) pursuant to the Acquisition of Land Act 1967 (“the Act”):

- (a) to note the objections received by the objecting parties and considered in this Report;*
- (b) to note the contents of this Report, including each of its attachments, generally;*
- (c) to note Council’s obligations pursuant to the Act and the Human Rights Act 2019 (“HR Act”) in relation to its decision to resume the rights and interests described in the Notices, and to adopt the observations and conclusions with respect to the HR Act as set out in the objection reports that were attached to this Report;*
- (d) to proceed with the acquisition of Native Title rights and interests and non-Native Title rights and interests (resource interests) in respect of the Land, as described in the Notices;*
- (e) to delegate to the Chief Executive Officer the power to progress and finalise the acquisition referred to in paragraph (d) of this resolution, including but not limited to by preparing, executing and issuing*

on behalf of Council all relevant documents to give effect to the acquisition referred to in paragraph (d) of this resolution.

Resolution No. 085/2324

COUNCIL RESOLVES, having considered the objections received in response to Council’s Notice of Intention to Acquire Native Title Rights and Interests and Notice of Intention to Acquire Non-Native Title Rights and Interests issued on 4 September 2023 (“the Notices”) in respect of Lot 10 on SP 337955 (“the Land”) pursuant to the Acquisition of Land Act 1967 (“the Act”):

- (a) to note the objections received by the objecting parties and considered in this Report;
- (b) to note the contents of this Report, including each of its attachments, generally;
- (c) to note Council’s obligations pursuant to the Act and the Human Rights Act 2019 (“HR Act”) in relation to its decision to resume the rights and interests described in the Notices, and to adopt the observations and conclusions with respect to the HR Act as set out in the objection reports that were attached to this Report;
- (d) to proceed with the acquisition of Native Title rights and interests and non-Native Title rights and interests (resource interests) in respect of the Land, as described in the Notices;
- (e) to delegate to the Chief Executive Officer the power to progress and finalise the acquisition referred to in paragraph (d) of this resolution, including but not limited to by preparing, executing and issuing on behalf of Council all relevant documents to give effect to the acquisition referred to in paragraph (d) of this resolution.

Moved Cr. S Royes

Seconded Cr. J Fegan

CARRIED 5/0

9.3 Purchase of Work Camp Accommodation Container

Council called for request for quotes from three (3) suppliers for a 1 bed, 1 bath Container House for the purpose of work camp accommodation. Express Portables were the only supplier to provide an estimate quote by the closing date.

RECOMMENDATION:

That Council resolves to:

- 1. Proceed with the purchase from Express Portables of the 1 bed, 1 bath container house for the purpose of work camp accommodation; and*
- 2. Reallocate budget amount of \$35,000.00 from Capital Works Budget, 0410-2000-0002, WIP Purchase Land 72 Burke Street and create a capital works number for Work Camp Accommodation Container House.*

Resolution No. 086/2324

That Council resolves to:

- 1. Proceed with the purchase from Express Portables of the 1 bed, 1 bath container house for the purpose of work camp accommodation; and
- 2. Reallocate budget amount of \$35,000.00 from Capital Works Budget, 0410-2000-0002, WIP Purchase Land 72 Burke Street and create a capital works number for Work Camp Accommodation Container House.

Moved Cr. J Lynch

Seconded Cr. S Royes

CARRIED 5/0



General Business – Councillor Requests

Trevor Williams – As requested at the Kynuna Community Consultation held on 9 November 2023, email correspondence was sent on Monday 4 December to Jackie Elderfield regarding an update about the water at Kynuna and a report on the Bore from 2018.

11. CLOSURE OF MEETING

The Chair of the meeting Mayor Philip Curr declared the meeting closed at 10:27am.



5.0 ENGINEERING SERVICES



Ordinary Meeting of Council Tuesday 16th January 2024

5.1 Subject: Engineering Services Monthly Report December 2023
Attachments: Nil
Author: Engineering Services Department
Date: 9th January 2024

Executive Summary:

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

Recommendation:

That Council receives the Engineering Services monthly report for December 2023.

Background:

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

RMPC

	Actual	Budget YTD	Budget
1610 RMPC Works	\$693,488	\$820,500	\$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
- Gravel carted to floodway sections on Beef Road. 78A boxed out and gravel and rock protection added. 7ml stone and emulsion to seal it.
- Crack patching treatment with 7ml stone and emulsion on 78A.
- Culvert repair on Curry Road 14E and cleaning out culverts, pipes and pothole patching.
- Culvert repair on Richmond 14D Road. Cleaning and culverts, pipes and pothole patching.
- Guide post has been reinstalled on 14D and 14E.
- Crack patching treatment with 7ml stone and emulsion on 78A.

Cannington Road

	Actual	Budget YTD	Budget
1630 Cannington Road Works	\$87,283	\$222,500	\$445,000

- Routine maintenance
- Removal of dead animals.
- Pothole patching and edge repair



Ordinary Meeting of Council Tuesday 16th January 2024

Roads Maintenance

	Actual	Budget YTD	Budget
1100 Repairs & Maintenance Shire Roads	\$564,922	\$550,000	\$1,100,000

- Gladevale 2 Floodways covered with white gravel. The creek floodway was covered with cement stabilized gravel.
- Gravel taken to horse paddocks for Colin (Ranger).
- Premix patching on Taldora Road.
- Gravel carted to town cattle yards.
- Gravel carted to town from Garoma Pit.

Water and Sewerage

	Actual	Budget YTD	Budget
1800 Operational Costs – Julia Creek Water	\$78,138	\$95,000	\$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.
- Re-fit basin tap at Civic Centre
- Lions Park toilet pump repaired.
- Burke street water service repaired outside QFS.
- Caravan Park replaced tap fittings.
- Julia creek library repair to water fountain.
- Livestock facility removed tank at waste station.

	Actual	Budget YTD	Budget
1810 Operational Costs – McKinlay Water	\$12,158	\$25,000	\$50,000

- Monthly water sampling in line with Councils DWQMP.
- Monthly visual checks on bore/storage tanks.
- Installed two new water connections to Lot 1 & 2, Coyne Street.

	Actual	Budget YTD	Budget
1820 Operational Costs – Kynuna Water	\$12,158	\$30,000	\$60,000

- Monthly water sampling in line with Councils DWQMP.
- Visual checks of bore heads/storage tanks.
- Rerun scour water line from pub to creek
- Repair of leaking pipes outside Jackson residence

	Actual	Budget YTD	Budget
--	--------	------------	--------



Ordinary Meeting of Council Tuesday 16th January 2024

1830	Operational costs – Nelia Water	\$4,389	\$7,500	\$15,000
-------------	--	---------	---------	----------

- Monthly water sampling in line with Councils DWQMP.

		Actual	Budget YTD	Budget
1900	Operational Costs – Julia Creek Sewerage	\$111,845	\$130,000	\$260,000

- Routine monitoring including monitoring pond levels and in house sampling to report to DES on a regular basis
- Water and Sewerage Officer to monitor plant and Imhoff tank on a daily basis during the seeding process.
- 8 Burke Street clearance of blocked sewer and jump up

Workshop

		Actual	Budget YTD	Budget
1510	Repairs and Maintenance - Plant & Vehicles	\$737,772	\$675,000	\$1,350,000

- Julia creek work camp worker assists the workshop for 2 weeks of each month
- Regular plant maintenance activities undertaken
- Received from Malouf Auto Mount Isa last Triton
- Sourced a 13,000 litre plastic water tank for water truck should arrive in January
- Graders #20 and #251 blade and circle adjustment
- TMR Inspections undertaken for trucks and trailers(12 units)

Parks and Gardens

		Actual	Budget YTD	Budget
2700	Parks & Gardens and Amenities – Operations	\$240,289	\$260,000	\$520,000

- Mowing and whipper snipping all town streets and parks
- Clean all public Amenities
- Mow and whipper snip swimming pool, Father Bill center and R/V camp
- Refuge collection
- Weed control
- Repair and maintain reticulation
- Pruning and hedging of township
- Clean toilets and remove rubbish Oorindi rest area
- Clean slurry pit and wash bay and remove waste
- Mow and maintain bike safety track
- Assisting Feeding dunnarts on weekends & Public holidays
- Maintain and check Cannington Road for inspections 3 days a week
- Maintain McKinlay township for P&G operations
- Maintain Kynuna township for P&G operations
- Install Christmas lights at Dawes Park
- Manufacture compost at P&G Depot



Airport

	Actual	Budget YTD	Budget
1300 Airport Operational Costs	\$74,851	\$85,000	\$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.
- Local Laws Officer sprayed weeds along runway edges.

Projects

DRFA 2022 REPA

The overall status of the project is summarized below.

Work Package	Current Work Locations
WP01 SE	Nil – Contract Completed
WP02 S	Nil – Contract Completed
WP03 SW	Nil – Contract Completed
WP04 NW	Gilliat Plains Access Road
WP05 NE	Malpas Trenton Road, Punchbowl Road

Work Package	Next Month Forecast
WP01 SE	All onsite works completed
WP02 S	All onsite works completed
WP03 SW	All onsite works completed
WP04 NW	Gilliat Plains Access Road
WP05 NE	Nelia Bunda Road (Sealed Works)

An updated Road Asset Register was adopted at the December 2023 Ordinary meeting. Further refinement was undertaken prior to Christmas with more changes identified. Accordingly, a final 2023 version of the register will be presented to Council in a report later in this meeting.

Legal Implications:

Nil

Policy Implications:

Nil.



Ordinary Meeting of Council Tuesday 16th January 2024

Financial and Resource Implications:

As provided in the report.

InfoXpert Document ID: 130422



Ordinary Meeting of Council Tuesday 16th January 2024

5.2 Roads Asset Register Update 2024

Attachments: McKinlay Shire Council Asset Register 2024 v4.xls

Author: Director of Engineering and Regulatory Services

Date: 9th January 2024

Executive Summary:

The purpose of this report is for Council to consider an updated January 2024 Roads Asset Register for the shire's road network in accordance with the Local Government Act 2009.

The recovery of essential public assets from the activated flood event in 2022, has delivered renewed road segments enabling the asset data to be updated to reflect locations of gravel, drop sections and other asset information.

Summary of Road Asset Data includes:

- 1,274,749 m of Unsealed Road
- 386,424 m of Sealed Road
- 537,289 m of Private Road
- 10,880 m of Drop sections

Endorsement of the Road Asset Register ensures:

- Compliance with the Local Government Act 2009;
- Readiness for the coming wet season in relation to eligibility disaster relief funding arrangements;
- up to date data and information for maintenance and operations management purposes.

Recommendation:

That Council resolve to;

- a) Adopt the January 2024 updated version of the Road Asset Register and;*
 - b) Request Officers to update the Asset Register in the Queensland Reconstruction Authority MARS Portal in preparation for future events.*
-



Ordinary Meeting of Council Tuesday 16th January 2024

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, funded under the Disaster Recovery Funding Arrangements (DRFA) is a jointly funded program between the Australian Government and the Queensland State Government has works that are completed.

Council has formal processes to maintain accurate asset information and registers, with these registers being updated to reflect change or completed new or renewal works.

Projects/Report

The Road Asset Register has been reviewed based on Asset Classes, Asset Types and Categories. For December 2023 additional Asset Types included are Gravel, Drop Sections, Grids, Floodways and have been compared to the 2021 data, with differences and totals tabulated below:

Asset Class	Asset Type / Category	Total Length (m)		
		2024 Jan Update	2023 Audit	2021 Data
Road - Unsealed	Drop Section - Formed	4,290	3,920	0
Road - Unsealed	Drop Section - Gravel	6,590	6,590	0
Road - Unsealed	Drop Section - Stabilised	10	10	0
Road - Unsealed	Gravel	480,952	379,234	290,804
Road - Unsealed	Formed	782,587	884,995	892,731
Road - Unsealed Total		1,274,429	1,274,749	1,183,535
Structures	Floodway - Concrete	2,130	2,140	0
Structures	Bridge	270	270	0
Structures Total		2,400	2,410	0
Road - Sealed	Bitumen Spray Seal	384,877	384,877	389,865
Road - Sealed	Asphalt	1,547	1,547	0
Road - Sealed Total		386,424	386,424	389,865
Road - Private	Formed	537,289	537,289	537,289



Ordinary Meeting of Council Tuesday 16th January 2024

	Road - Private Total	537,289	537,289	537,289
	TOTAL	2,200,541	2,200,872	2,110,689

The attached Roads Asset Register includes:

- Road name
- Asset Number
- Asset Class
- Type/Category
- Chainage
- Latitude and Longitude
- Asset length, Width and Depth

Changes in the data:

- Increase of 370m in Formed Drops sections
- A shift in Asset Class Type from Unsealed Road -Formed to Unsealed Road -Gravel of 101,718m
- Reduction of 10m in floodways due to data review/ inaccuracies in the original data
- Reduction of 320m in unsealed roads – due to due to data review/ inaccuracies in the original data

An additional update of the register will undertaken at EOFY 2024 as to capture capital and renewal programs as well as additional disaster recovery works as completed.

Legal Implications:

Compliance with requirements of the Local Government Act, 2009 (Section 74 – Road Map & Register) A local government must prepare and keep up-to-date a register of the shires roads and any other particulars.

Policy Implications:

Nil.

Financial and Resource Implications:

The updated Road Asset Register will be included in the annual revaluation and financial review.

InfoXpert Document ID: 130423



6.0 ENVIRONMENTAL & REGULATORY SERVICES



Ordinary Meeting of Council Tuesday 16th January 2024

6.1 Subject: Environmental and Regulatory Services Report – December 2023

Attachments: None

Date: 08th January 2024

Executive Summary:

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

Recommendation:

That Council receives the December 2023. Environmental and Regulatory Services Report.

Background:

This report outlines the general activities of the department for the month of December 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: 130424



1 – Refuse Collection and Disposal

1.1 - Budget

		Actual	Budget
ENVIRO1.1	3100 - Refuse Collection Revenue	\$61,238	\$120,850

		Actual	Budget
ENVIRO1.2	3100 - Kerbside Rubbish Collection Expenditure	\$45,881	\$65,000

		Actual	Budget
ENVIRO1.3	3110 - Refuse Disposal Revenue	\$24,102	\$47,116

		Actual	Budget
ENVIRO1.4	3110 - Refuse Disposal Operational Costs	\$38,409	\$100,000

1.2 - Report

Julia Creek Waste Facility

The following works continued during the month.

Regularly pushing and covering of household rubbish section, Julia creek and Kynuna
Pipe work installed Julia creek dump to assist in water runoff.

2 – Environmental Health Services

2.1 – Budget

		Actual	Budget
ENVIRO2.1	3000 - Environmental Licence Fees (Revenue)	\$2,132	\$3,300

		Actual	Budget
ENVIRO2.2	3000 - Environmental Health Services	\$75,639	\$170,000

2.2 – Report

Water and Sewage Monitoring

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

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

- Amberly Drive 2.99mg/L
- Coyne Street Depot 3.04mg/L

Sewage



Ordinary Meeting of Council Tuesday 16th January 2024

Parts for the STP repair project is scheduled for delivery in early February 2024.
Ongoing maintenance to plant has been completed in preparation for upgrade.

Water

Lions Park toilet pump repaired. Kynuna repair of leaking pipes outside Jackson residence. Rerun scour water line from pub to creek. Bourke street water repaired outside QFS. Caravan Park replaced tap fittings. Julia creek library repair to water fountain. Livestock facility removed tank at waste station. 8 Bourke Street clearance of block sewerage and jump up.

Food Safety

There were no food recalls issued during the month.

3 – Local Law Administration

3.1 – Budget

		Actual	Budget
ENVIRO3.1	3210 - Animal Registration Fees	\$6,177	\$6,400
ENVIRO3.2	3210 - Fines & Penalties – Animal Control	\$1,776	\$300
ENVIRO3.3	3210 - Animal Boarding	\$7,524	\$13,000
ENVIRO3.4	3210 - Local Law Administration	\$45,185	\$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

Activity	Number/Details
Impounding's and infringement notices	Nil
Euthanized/Destroyed/Rehomed	Nil
Verbal/Written/Official warning	Nil
Complaints	Nil
Dog Boarding	Eighteen
Removal of Dead Animals	Nil
Trapping Locations & Results	Nil
Compliance Notices (Untidy Allotments) issued	Nil
SPER Infringement Fines issued	Nil
Commercial Use of Roads Permit issued	Nil



Ordinary Meeting of Council Tuesday 16th January 2024

Comments: 2 x Skip bins delivered to dirt and dust. Airconditioning operating well in pound. Dunnart feeding conducted over Christmas period. Airport Av gas checks conducted 3 times weekly.

Emma Gray, James Cook University requested access to airport for sniffer dogs to locate Dunnarts in late January /February

4 – Noxious Weeds and Pest Control

4.1 – Budget

		Actual	Budget
ENVIRO4.1	3220 - Pest Plant & Animal Control Funding	\$0	\$0
ENVIRO4.2	3220 - Truck Washdown Bay Revenue	\$14,394	\$23,000
ENVIRO4.3	3220 - Dingo Baits (Revenue)	\$2,255	\$4,000
ENVIRO4.4	3220 - Feral Pig Baits (Revenue)	\$0	\$0
ENVIRO4.5	3220 - Pest Animal Rural Land Owners Fees	\$32,551	\$65,172
ENVIRO4.5	3220 - Pest Plant Control Program Exp	\$23,398	\$170,000
ENVIRO4.6	3230 - Pest Animal Control Program Exp	\$33,515	\$100,000

4.2 – Report

Pest Animal Control

Nil

Pest Plant

Sprayed prickly trees and weeds around Julia Creek township. Cleaned bullrush out of drains.

Washdown Bay Facility

Drains were cleaned



5 – Livestock Operations

5.1 – Budget

		Actual	Budget
ENVIRO5.1	3235 - Livestock Facility Capital Grant	\$142,433	\$400,000
ENVIRO5.2	3235 - Livestock Weighing Revenue	\$14,083	\$25,000
ENVIRO5.3	3235 - Livestock Cattle Train Loading Revenue	\$945	\$25,000
ENVIRO5.4	3235 - Livestock Operational Costs	\$51,784	\$118,000

5.2 - Report

Julia Creek Livestock Facility

Unable to report due to Colin Malone on leave. (To be advised)

Loading

<u>Month</u>	<u># Cattle Loaded</u>	<u># Trains</u>
May 2023	2268	4
June 2023	3162	7
July 2023	1229	3
August 2023	3751	8
September 2023	705	3
October 2023	1608	4
November 2023	1447	3
December 2023	To be advised	To be advised
<u>PROGRESSIVE TOTALS</u>	<u>14,170</u>	<u>32</u>

6 – Stock Routes and Reserves

6.1 – Budget

		Actual	Budget
ENVIRO6.3	3300 - Stock Route – Permit/Water Fees	\$9,167	\$8,000
ENVIRO6.2	3300 - Stock Route Recoverable Works (Revenue)	\$15,900	\$0



Ordinary Meeting of Council Tuesday 16th January 2024

		Actual	Budget
ENVIRO6.4	3300 - Trustee Lease Fees (Revenue)	\$118,995	\$235,000
		Actual	Budget
ENVIRO6.5	3300 - Reserves Agistment Fees (Revenue)	\$11,419	\$7,000
		Actual	Budget
ENVIRO6.6	3300 - Precept Expenses (Revenue)	\$17,782	\$18,212
		Actual	Budget
ENVIRO6.7	3300 - Stock Route Maintenance (Expenditure)	\$39,693	\$115,000
		Actual	Budget
ENVIRO6.8	3300 - Reserves Expenses (Expenditure)	\$18,548	\$25,000

6.2 - Report

Stock Routes

To be advised

6.3 - Cemeteries

6.3.1 – Budget

		Actual	Budget
ENVIRO6.9	3400 – Cemeteries	\$15,252	\$50,000

6.3.2 - Report

There were no funerals or queries during the month.

Awaiting Signs to be delivered re unmarked graves sites

7 – Work Program (Workcamp)

7.1 - Budget

		Actual	Budget
ENVIRO7.1	3600 - Work Program	\$18,699	\$36,500

7.2 – Report

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

Community Group	Activity
McKinlay Shire Council	<u>Workshop</u> *Assist with workshop duties <u>Plumbing</u> Assist council plumber with various repair works
McKinlay Shire Council	<u>Saleyards/Loading Area</u>



Ordinary Meeting of Council Tuesday 16th January 2024

	*Mowing/Whippersnipping *Clean troughs and scales
McKinlay Shire Council	<u>McIntyre Park</u> Mowing/Whippersnipping
McKinlay Shire Council	<u>Various</u> *Clean SES Shed *Move avgas drums to airport *Clean yard at 3 Coyne Street *Fix water leak in Horse Paddock
Julia Creek State School	Mowing/Whipper snipping/Weeding gardens
Churches/RSL/CWA/SES/Dirt and Dust Central	Mowing/whipper snipping
Julia Creek Turf Club	
Julia Creek Lions Ladies	

8 – Housing, FRB and Community Centre

8.1 – Budget

			Actual	Budget
ENVIRO9.1	3810-1150	3810 - Council Housing – Capital Grant	\$90,000	\$120,000
ENVIRO9.2	3810-1300	3810 - Council Property / Staff Housing Program Rev	\$79,499	\$116,000
ENVIRO9.3	3810-1301	3810 - Council Property / Subdivision Blocks Rent	\$ 1,933	\$6,000
	3810-1302	3810-Council Property / Subdivision Blocks outgoings	\$0	\$6,000
ENVIRO9.4	3810-2300	3810 - Council Property / Staff Housing Program Exp	\$183,519	\$350,000
ENVIRO9.5	3810-2300	3810 - Council Property / Sub Division Expense	\$2,407	\$10,000

8.2 - Report



Ordinary Meeting of Council Tuesday 16th January 2024

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
New Tenancies	Nil
Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil
Notice of Intention to Leave	
Notes/Repairs	*Replace aircon in bedroom at 8 Byrne Street *Complete Ergon defect 8 Byrne Street Replace oven 3/50 Old Normanton Road. * Repair Ergon defect unit 1, 2 Old Normanton Road. * RCD testing multiple council residences. * Inspect and clean aircon 10 Shaw Street

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	*Clean aircons in Unit 3 and 5 seniors Living

Fr Bill Bussutin Community Centre and Seniors Living Units

Budget

	Actual	Budget
ENVIRO10.4 3820 - Community Centre Hire Fees	\$2,677	\$2,500



Ordinary Meeting of Council Tuesday 16th January 2024

		Actual	Budget
ENVIRO10.4	3820 - FRB Centre RENT	\$20,040	\$42,000

		Actual	Budget
ENVIRO10.5	3820 - FRB Units & Community Ctr Operational Costs	\$25,510	\$110,000

Report

Seniors Living Units / Fr Bill Community Centre

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

<u>Fr Bill Units</u>	
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
<u>Fr Bill Centre</u>	
Notes/Repairs undertaken	Nil

9 – Land and Building Development

9.1 – Budget

		Actual	Budget
ENVIRO11.1	3900 - Revenue	\$3,588	\$6,000

		Actual	Budget
ENVIRO11.2	3900 - Town Planning Program	\$22,926	\$60,000

9.2 - Report

Regulatory Services, Land and Building Development

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>

Updates on various land matters are as follows;



Ordinary Meeting of Council Tuesday 16th January 2024

Matter	Status
Kynuna Rodeo Grounds/Landfill	No further updates.
McKinlay Landfill	Un further updates.
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	No further updates.
McKinlay Airstrip	No further updates.

10 – Local Disaster Management

10.1 – Budget

	Actual	Budget
ENVIRO12.1 2760 - SES Grants	\$21,267	\$20,568

	Actual	Budget
ENVIRO12.2 2760 – SES Capital Grants	\$0	\$117,000

	Actual	Budget
ENVIRO12.2 2760 - Natural Disaster Grants	\$0	\$6,780

	Actual	Budget
ENVIRO12.3 2760 - Disaster Management Operational Costs	\$11,978	\$20,600

10.2 - Report

No events activated the LDMG during the month.



7.0 COMMUNITY SERVICES



Ordinary Meeting of Council Tuesday 16 January 2024

7.1 Subject: Community Services Monthly Report

Attachments: Nil

Author: Community Services Team Leader

Date: 5th January 2024

Executive Summary:

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

Recommendation:

That Council receives the Community Services monthly report for December 2023.

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

Grants, Funding & Projects

Council were successful in progressing to phase two of the Growing Our Regions fund, Council staff are now working to complete a full application for the Accommodation Project which is due to be submitted 15th January 2024.

Council also made application under the Accessible Tourism Elevate Fund Access Project Grant for enable the addition of an accessible cabin at the Julia Creek Caravan Park.



Julia Creek Caravan Park

December has been pretty quite at the park however still getting cabin utilisation by those travelling long haul traversing from Darwin to Townsville and return.

JC Caravan Park Revenues December 2023

Type of service	OCTOBER revenues (inc GST)	Total (inc GST)	NOVEMBER revenues (inc GST)	Total (inc GST)	DECEMBER revenues (inc GST)	Total (inc GST)
Twin Single Units	\$5,255		\$3,598.20		\$3,600	
Powered Sites	\$11,575		\$4,906		\$2,630	
Self-Contained Cabins	\$13,250		\$12,405		\$9,610	
Unpowered Sites	\$210		\$350		\$620	
Sub Total	\$30,290		\$21,259.20		\$16,460	
Artesian Baths incl. salts	\$11,144		\$4,253		\$2,670	
McIntyre Park						
Cheese Platters					\$70	
Laundry	\$402		\$138		\$171	
Long Term Stay/Storage						
Calculated Total	\$41,836		\$25,650.20		\$19,371	

JC Caravan Park Occupancy by Category December 2023

Type of Service	% Occupancy
Twin Single Units	40%
Cabin – 4 berth	61%
Cabin – 6 berth	34%
Unpowered site	6%
Powered Caravan site	8%
Powered camp site	41%

JC Caravan Park Artesian Bathhouse Usage December 2023

Type of Service	Number of bookings
Boundary Rider Huts	5
Replica Rainwater Tank Bathhouses	35



Library & Funeral Services

As usual the library quietened down once school broke up for the year as quite a few families headed off on holidays. Children either went to the school holiday programs or when not available the library.

We did have a visit from the NBN team checking on our promotion of the NBN connection opportunity. The staff were super helpful to anyone enquiring. We were also due for a visit from the Centrlink team but it was re scheduled to the end of January.

Had a visit from the Kindy Director (Outgoing and Incoming) to have an introduction and make plans to have regular visits next year.

The rest of my time was spent starting my annual cull of the old books, games, DVDs and toys.

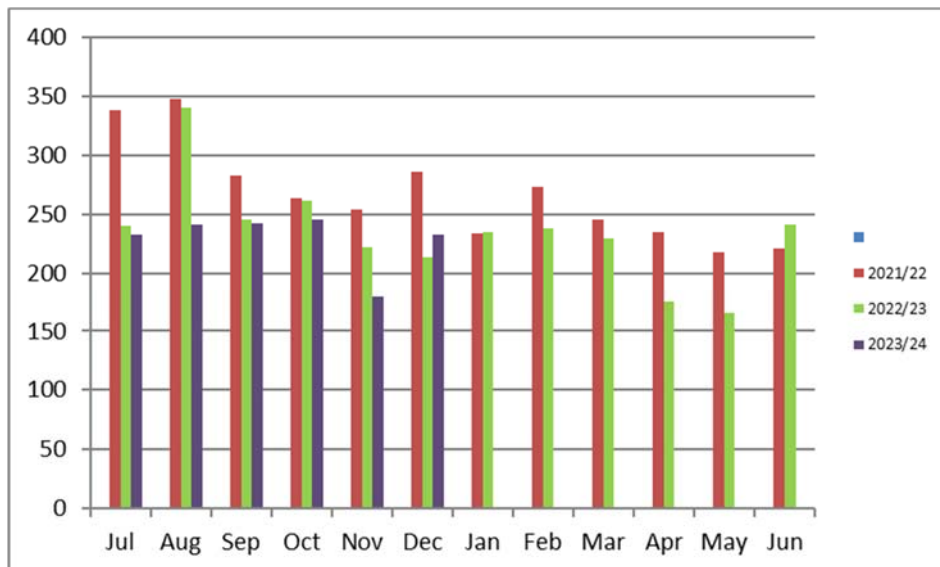
JC Library Memberships December 2023

Type of Membership	Total Membership
Adult	347
Junior	48
Institutions	2
Tourists	

JC Library Services Provided December 2023

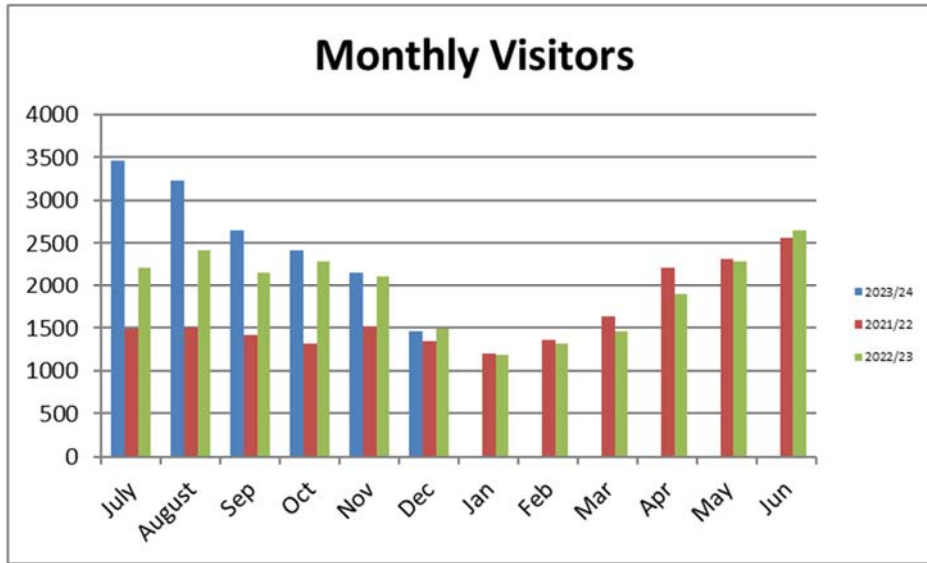
Services Provided	Total Amount
Reservations Satisfied	25
Requests for Books	41

JC Library Monthly Loans December 2023





JC Library Monthly Visitors December 2023



Tourism

Total Visitor Numbers for December 2023

There were 25 visitors to the Julia Creek Visitor Information Centre in December 2023 compared with 24 in December 2022.

Total Locals December 2023

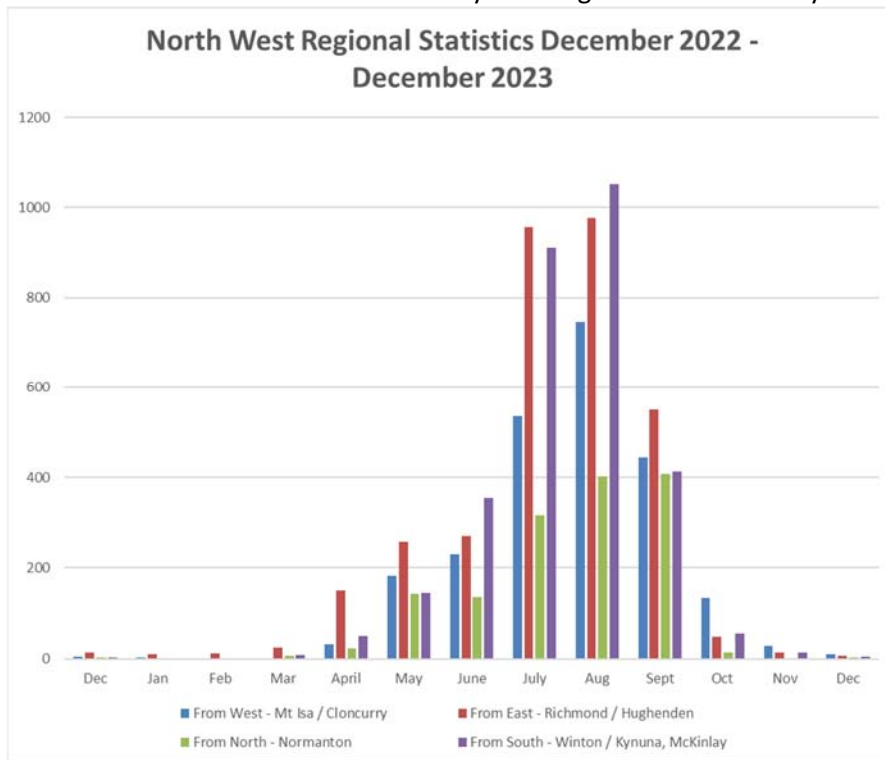
There was a total of 0 local visitors to the Julia Creek Visitor Information Centre in December 2023 compared with 0 in December 2022.

Beneath the Creek Entries December 2023

There was a total of 0 attendees at the Dunnart Feeding Experience in December 2023 compared with 0 in December 2022.

Virtual Reality Mustering Experiences December 2023

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



RV Site Permits December 2023

There were 1 RV Site permits issued in December 2023 compared with 0 in December 2022.

Social Media Figures December 2023

	Facebook Page Followers			Instagram Followers		
	Mckinlay Shire Council	Julia Creek VIC	Caravan Park	Mckinlay Shire Council	Julia Creek VIC	Caravan Park
December 1	7,771	5,493	7,159	1,174	3,906	1,295
December 31	7,780	5,557	7,300	1,176	3,913	1,288

Julia Creek Early Learning Centre

For the month of December, we shared a short two weeks together with the children before closing the centre for the Christmas and New year holidays. It was a successful two weeks with a positive send off for our Director Miss Jo and a wonderful Christmas party for the children and family. We were visited by Santa with the support of our local fire brigade. The children completed many outings this fortnight utilising the library, morning tea at Corrina’s bakery and a visit to the crack up sisters at the civic centre. I have started to create a safe and trusting relationship with families and children to ensure our centre is still a learning space as I begin the role of Director.



Utilisation/Enrolments

We have had a successful month of interest within Julia Creek Early Learning Centre for bookings beginning in 2024. We are continuing to offer families spots at the centre and reminding families of available spots. We have enrolled some new families to start with us throughout the new year. We are continuing to receive inquiries from expecting families for 2024. Staffing is our main concern advertisements are placed on the council page.

Centre Utilisation as of December 2023

- Babies 38% Based on Children max (was 68%)
- Toddler’s 21% Based on 5 Children max (was 50%).
- Kinder 30% Based on 11 Children max (was 69%).

Swimming Pool

The month of December was a really successful one. The pool water quality was excellent and as we are now using the UV blocker the amount of chemicals required has significantly dropped.

We had our first lot of intensive swimming lessons which were a huge success. In the 4 days we managed to do lessons with 28 individual children and 6 squad kids.

We had 486 entries for the month 276 were members of the public and 210 were for swimming lessons.

Sport & Recreation

Nil report. The Sport & Recreation Officer ceased employment with Council on 15th December 2023 and we are currently in the process of recruiting to the position.

Community Health

CHSP Clients	Occasions of Service	Time Spent (hrs)
Nursing Care	59	34.8
Personal Care	7	2.25
Other	--	--
TOTAL	66	37.05

Non-CHSP Clients	Occasions of Service	Time Spent (hrs)
Nursing Care	18	7.45
Other (pathology)	0	0
Other (meetings and HP)	0	0
TOTAL	18	7.45



Ordinary Meeting of Council Tuesday 16 January 2024

TRANSPORTS	Number of one-way journeys
CHSP Clients	24
Non-CHSP Clients	8
TOTAL	32

Meetings
MPHS team meetings weekly
CAN Meeting
Health Promotion (HP)
NIL
General Business
NIL

CHSP – Commonwealth Home Support Program

Events and Activities

Regular weekly CHSP activities have continued with clients enjoying games and luncheon gatherings. The clients had a wonderful Christmas break-up on 13th December 2023.

Statistics December 2023

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

Service Offered	Number of Clients
Transport	8 Two-way trips
Social Support	40 Visits
Personal Care	Nil
Counselling/Support, Information and advocacy (client)	7 hours
Shopping	3 trips
GAMES	4 attended (3 sessions)
Luncheon	5 Attended (3 sessions)
Wednesday Meal	5 meals (including morning tea)
Meals on Wheels	Nil
Community Nurse Visits	24 visits
Home Maintenance	22 lawns mowed 11 clients
Domestic Assistance	4 clients 15 visits
Pub Lunch	Nil
Clients Transported for Doctors Appointments	3 CHSP clients



Ordinary Meeting of Council Tuesday 16 January 2024

Legal Implications: Nil

Policy Implications: Nil

Financial and Resource Implications: Nil

InfoXpert Document ID: 130425



8.0 CORPORATE SERVICES



Subject: Corporate Services December 2023 Report
Attachments: Nil
Author: Director Corporate & Community Services

Executive Summary:

The Corporate Services Report as of 31 December 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 December 2023.

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:

Considerable reduction in cash held due to significant DRFA contractor progress claim payments.



INCOME STATEMENT SUMMARY

	Actuals	Variance	YTD Budget	Full Year Budget
Total Income	21,738,669	87%	25,021,450	50,042,899
Total Expenses	(6,815,409)	72%	(9,428,610)	(18,857,219)
Net Result	14,923,260	96%	15,592,840	31,185,680
Less Capital Revenue	16,800,173	98%	17,228,266	34,456,531
Operating Result (excl. Capital Revenue)	\$ (1,876,913)	115%	\$ (1,635,426)	\$ (3,270,851)

STATEMENT OF CASH FLOWS

	2023/24 Actuals	2022/23 Actuals
Cash Flows from Operating Activities	(368,681)	8,307,470
Receipts, Payments & Interest Received		
Borrowing Costs		
Cash Flows From Investing Activities	(10,346,030)	20,011
Payments and Proceeds for PPE		
Capital Income		
Cash Flows from Financing Activities	-	-
Loan Payments		
Net increase (decrease) in cash held	(10,714,711)	8,327,481
Cash at beginning of the financial year	32,712,590	24,385,109
Cash at the end of the period	\$ 21,997,879	\$ 32,712,590

STATEMENT OF FINANCIAL POSITION

	2024 Actuals	2023 Actuals
Current Assets	23,429,780	36,004,751
Total Non-Current Assets	286,455,831	260,040,953
Total Assets	309,885,611	296,045,704
Total Current Liabilities	4,544,654	5,638,214
Total Non-Current Liabilities	174,462	174,461
Total Liabilities	4,719,116	5,812,675
Net Community Assets	\$ 305,166,495	\$ 290,233,029
<u>Community Equity</u>		
Asset Revaluation Surplus	102,467,025	102,467,023
Retained Surplus	202,699,470	187,766,006
Total Community Equity	\$ 305,166,495	\$ 290,233,029



Summary By Departments						
Department	Revenue			Expenditure		
	Actuals	%	Budget	Actuals	%	Budget
Infrastructure & Works	17,906,924	58%	30,844,875	2,840,974	29%	9,785,000
Governance & Partnerships	-	0%	-	433,608	49%	885,782
Corporate Services	2,320,534	19%	12,066,915	869,704	46%	1,874,401
Economic Development	193,770	40%	485,500	353,117	31%	1,141,500
Community Services	961,979	16%	5,962,123	1,714,808	45%	3,842,229
Health Safety & Development	42,464	24%	173,348	193,193	30%	638,600
Environmental Management	300,243	59%	510,138	263,379	44%	599,212
	21,725,915	43%	50,042,899	6,668,782	36%	18,766,724

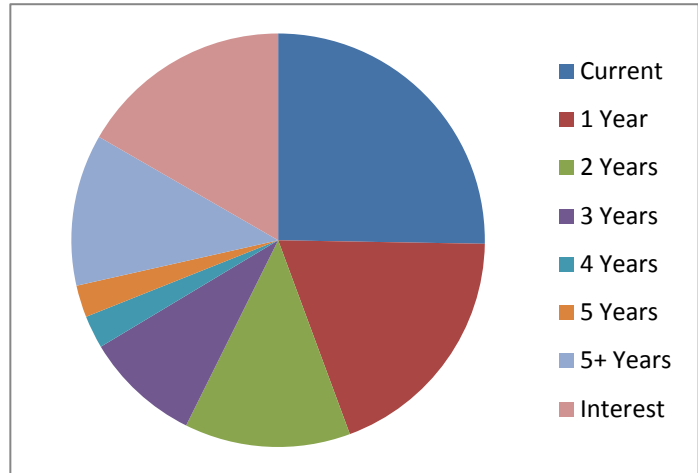
Capital Works Program 2023-2024 Version 1.0

	Actuals to date 2023-24	Adopted Budget 2023-24	Grants/Other
Infrastructure & Works			
Roads	\$24,807,334	\$36,311,000	\$35,866,000
Wastewater	\$368,985	\$1,730,000	\$1,500,000
Water	\$86,931	\$459,147	\$250,081
Transport	\$0	\$552,529	\$300,000
Other	\$704,415	\$1,580,000	\$0
Subtotal	\$25,967,665	\$40,632,676	\$37,916,081
Environmental Management	Actuals		Grants/Other
Reserves	\$19,472	\$91,000	\$0
Subtotal	\$19,472	\$91,000	\$0
Community Services & Facilities	Actuals		Grants/Other
Community Buildings & Other Structures	\$591,121	\$8,079,184	\$7,787,584
Parks & Gardens	\$60,437	\$38,250	\$28,250
Council Housing	\$163,228	\$2,540,000	\$1,670,000
Subtotal	\$814,786	\$10,657,434	\$9,485,834
Corporate Services	Actuals		Grants/Other
Corporate Buildings & Other Structures	\$8,906	\$312,571	\$0
Other	\$0	\$40,000	\$0
Economic Development	\$179,105	\$495,000	\$475,000
Subtotal	\$188,010	\$847,571	\$475,000
Total	\$26,989,933	\$52,228,681	\$47,876,915



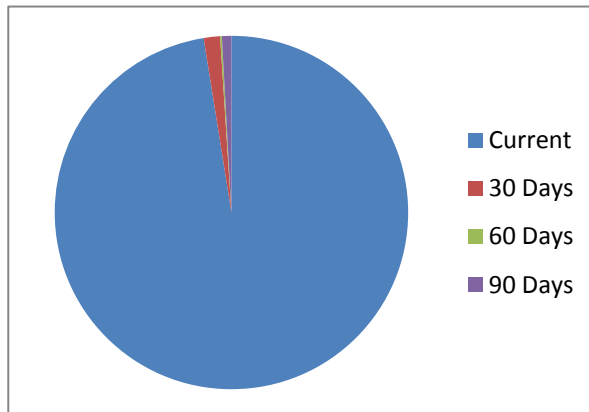
Outstanding Rates

	Dec-23	Nov-23
Current	21,248	21,638
1 Year	16,040	16,070
2 Years	10,907	10,907
3 Years	7,613	7,613
4 Years	2,153	2,153
5 Years	2,111	2,111
5+ Years	9,971	9,971
Interest	14,009	13,052
Total	84,052	83,515



Outstanding Debtors

Total	223,221.93
Current	217,584.91
30 Days	3,334.03
60 Days	376.00
90 Days	1,926.99



Comments:

Consultation:

Legal Implications:

Policy Implications:

Financial and Resource Implications:

InfoXpert Document ID: 130426



9.0 CHIEF EXECUTIVE OFFICER



Ordinary Meeting of Council Tuesday 16th January 2024

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

Attachments: NIL

Author: CEO

Date: 11th January 2024

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 11th January 2024 except where amended or varied by separate resolution of Council.

1. Purchase of Land from State Government in Church Lane

The State Government has offered to sell Lot 17 Church Lane to Council for \$22,000 (excluding GST). The land is 2000 square meters and could be subdivided to create additional residential lots. Funding can be provided from the unspent capital works job to upgrade Etta Plains Road. The Etta Plains Road funding can be reinstated at the next budget review.

Recommendation:

Council purchase Lot 17 Church Lane from the State Government for \$22,000, with funding being reallocated from the Etta Plains Road upgrade job.

2. Purchase of Land from State Government in Hickman Street

I have been negotiating to purchase approximately 3500 square meters of land in Hickman Street / Old Normanton Road from the State Government. The land has been valued at \$20,000 (excluding GST). The land could be subdivided to create residential lots. Funding can be provided from the unspent capital works job to upgrade Etta Plains Road. The Etta Plains Road funding can be reinstated at the next budget review.

Recommendation:

Council approves the CEO to continue negotiations and purchase the 3500 square meters of land in Hickman Street / Old Normanton Road, with funding being reallocated from the Etta Plains Road upgrade job.



3. 2024 Julia Creek Dirt & Dust Festival Support

At the December 2023 Council Meeting, Council agreed to a contribution of \$10,000 cash and \$15,000 in-kind support. Council also advised the Festival Committee that they would consider additional support upon the production and review of the current financial statement and budget for the 2024 Dirt and Dust Festival.

A copy of the Financial Statement and Budget will be available at the Council Meeting, together with the letter from the committee.

The Financial Statement and Budget show a profit for the 2023 event. The grant funding for the 2024 event has been reduced by others, but the projected budget shows a profit for the event with the current Council cash contribution.

It is recommended that Council contribute \$10,000 cash and \$15,000 in-kind and the committee be advised accordingly.

Recommendation:

Council contribute \$10,000 cash and \$15,000 in-kind to the 2024 Dirt and Dust Festival and the committee be advised accordingly..

Policy/Legislative:

LG Act 2009 & LG Regulation 2012

Policies

Awards

Operational Financial and Resource Implications:

To be further advised

Consultation and engagement:

Councilors

Directors

Relevant Council staff

External agencies

InfoXpert Document ID: 130427



10. WORKPLACE HEALTH AND SAFETY



Ordinary Meeting of Council January 2024

10.1 Subject: WHS Report – December 2023

Attachments: Nil

Author: WHS Officer

Date: January 2024

Executive Summary:

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

Recommendation:

That Council receives the December 2023 WHS Report.

Background:

This report outlines the general status of Work Health and Safety at McKinlay Shire Council for the period of December 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: 130428



Ordinary Meeting of Council January 2024

		Actual	Budget
3700	Workplace Health and Safety	\$169,263	\$250,000

- Continually working on NC actions from PDM Report
- Review/ development of WHS documents
- Employee and Contractor Inductions
- Site inspections
- **LGW Work Care** There has been a total of 0 Claims the year with a total amount incurred of \$0.00
- **Incidents** in December. There have been a total of (0) incidents for the month.



Ordinary Meeting of Council Tuesday 17 January 2023

11. CLOSE