

Ordinary Meeting Agenda PUBLIC AGENDA

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

Tuesday 18th June 2024, 8:30am

Notice is hereby given that an Ordinary Meeting will be held at the Council Chambers,
Civic Centre, Julia Creek on 18 June 2024 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. J Fegan

Members: Cr. S Royes, Cr. L Spreadborough, Cr. J Lynch and Cr. F Malone

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, Mr. Jason Brady

Apologies:

2.1 APPOINTMENT

3. DECLARATION OF CONFLICT OF INTEREST

4. CONFIRMATION OF MINUTES

4.1 That the Minutes of the Ordinary Meeting on the 21 May 2024 be confirmed.



MCKINLAY SHIRE COUNCIL

UNCONFIRMED MINUTES

OF THE

ORDINARY MEETING OF COUNCIL

HELD AT THE

BOARDROOM, CIVIC CENTRE
JULIA CREEK

21 May 2024

ORDER OF BUSINESS

1. Opening
2. Attendance
3. Declaration of Conflict of Interest
- 4.0 Confirmation of minutes
- 4.1 Confirmation Ordinary Council Meeting Minutes 15 April 2024
- 4.2 Business Arising out of minutes of previous Meeting

5. ENGINEERING REPORT

- 5.1 Engineering Services Monthly Report
- 5.2 Department of Transport & Main Roads Emergent Works Program
- 5.3 Extension of DRFA Project Management Services

6. ENVIRONMENTAL & REGULATORY SERVICES REPORT

- 6.1 Environmental and Regulatory Services Monthly Report

7. COMMUNITY SERVICES REPORT

- 7.1 Community Services Monthly Report
- 7.2 Sponsorship Request – Saxby Round-Up
- 7.3 Sponsorship Request – McKinlay Race Club
- 7.4 Sponsorship Request – Sedan Dip
- 7.5 RADF Quick Response Applications
- 7.6 Late Agenda Item – Community Benefit Assistance Scheme Application

8. CORPORATE SERVICES REPORT

- 8.1 Corporate Services
- 8.2 Councillors' Portfolio System & Protocols Review
 - 8.2.2 Councillors' Portfolio System & Protocols
- 8.3 Acceptable Request Guidelines Policy Review
 - 8.3.1 Acceptable Request Guidelines Policy
- 8.4 Public Interest Disclosure Policy Review
 - 8.4.1 Public Interest Disclosure Policy
 - 8.4.2 Public Interest Disclosure Procedure
 - 8.4.3 Public Interest Disclosure Management Plan
- 8.5 Organisation Structure Review
 - 8.5.1 Organisation Structure Version 3.0
- 8.6 Sale of Land for Overdue Rates Assessment 423-9
- 8.7 Sale of Land for Overdue Rates Assessment 275
- 8.8 Sale of Land for Overdue Rates Assessment 106
- 8.9 Internal Audit Report – Job Costing Practices

9. CHIEF EXECUTIVE OFFICERS REPORT

- 9.1 CEO Monthly Report

10. WORKPLACE HEALTH AND SAFETY

- 10.1 Workplace Health and Safety

11. CLOSE

1. OPENING BUSINESS

All Councillors having signed the Attendance Book, Mayor Janene Fegan declared the meeting open at 08:28am.

2. ATTENDANCE

Mayor: Cr. J Fegan

Members: Cr. L Spreadborough, Cr. F Malone, Cr. J Lynch, Cr. S Royes (teleconference)

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

Team Leader, Environmental and Regulatory Services, Mr. Jason Brady

Apologies:

Nil

Other people in attendance:

Allan Southern – Julia Creek Work Camp

George Muir – Qld Corrections (Videoconference)

Sheree Pratt – Julia Creek Dirt & Dust Festival

3. DECLARATION OF CONFLICT OF INTEREST

Nil

4. CONFIRMATION OF MINUTES

4.1 Confirmation of Minutes

Confirmation of Minutes of the Ordinary Meeting of Council held on the 15 April 2024 be confirmed.

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 15 April 2024 be confirmed.

Resolution No. 142/2324

Minutes of the Ordinary Meeting of Council held on 15 April 2024 be confirmed.

Moved Cr. L Spreadborough

Seconded Cr. S Royes

CARRIED 5/0

4.2 BUSINESS ARISING FROM PREVIOUS MINUTES

Clarification of the street lighting quote request from Cr. S Royes.

5. ENGINEERING SERVICES

5.1 Engineering Works Report

This report outlines the general activities for the Engineering Department for the month of April 2024.

RECOMMENDATION

That Council receives the Engineering Services monthly report for April 2024.

Resolution 143/2324

Council receives the Engineering Services monthly report for April 2024.

Moved Cr. J Lynch

Seconded Cr. F Malone

CARRIED 5/0

5.2 Department of Transport and Main Roads Emergent Works Program

The purpose of this report is to report on the monthly expenditure for the Department of Transport and Main Roads (DTMR) Emergent Works program and to broaden the scope to include two further State Controlled roads, namely 5807 (Julia Creek to Kynuna Road) and 78A (Wills Developmental Road). This is in relation to Resolution 133/2324 passed at the April Ordinary meeting of Council held on 15th April 2024.

Recommendation:

1. That Council confirms to broaden the scope of the DTMR Emergent Works Program to include 5807 – Julia Creek Kynuna Road and 78A – Wills Developmental Road (Julia Ck – Burketown); and
2. That Council note the expenditure for April 2024 in relation to DTMR Emergent Works on 14E totals \$784,145.23

Resolution 144/2324

That Council resolves to:

- a) confirm to broaden the scope of the Department of Transport and Main Roads (DTMR) Emergent Works Program to include roads 5807 – Julia Creek Kynuna Road and 78A – Wills Developmental Road (Julia Creek – Burketown); and
- a) note the expenditure for April 2024 in relation to DTMR Emergent Works on 14E totalling \$784,145.23

Moved Cr. J Lynch

Seconded Cr. J Fegan

CARRIED 5/0

5.3 Extension of Engagement of DRFA Project Managers

Project Delivery Managers (PDM) are currently engaged undertaking Project Management, superintendency, contract administration and Inspectorial works of Council's 2022, 2023 & 2024 Disaster Recovery Funding Arrangement (DRFA) projects. The current engagement is until 31st December 2024. The Current Recovery of Essential Public Asset (REPA) projects will extend beyond this date.

PDM have requested an extension to current arrangement to support Council with current recovery arrangement including 2024 activation event.

This report considers a potential extension of the engagement and authorizing the Chief Executive to raise the relevant purchase orders.

Recommendation:

That Council resolves to;

- a) Extend Project Delivery Managers (PDM) DRFA engagement through to 31st December 2026 and;
- b) In accordance with the Local Government Act 2009, Council delegate authority to the Chief Executive Officer to enter into arrangements, negotiate, finalise and execute any and all matters associated with 2023 & 2024 DRFA to Council's existing procurement policies and practices.

Resolution 145/2324

That Council resolves to:

- a) Extend Project Delivery Managers (PDM) DRFA engagement through to 31st December 2026 and;
- b) In accordance with the Local Government Act 2009, delegate authority to the Chief Executive Officer to enter into arrangements, negotiate, finalise and execute any and all matters associated with 2023 & 2024 DRFA to Council's existing procurement policies and practices.

Moved Cr. L Spreadborough

Seconded Cr. F Malone

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 April 2024.

RECOMMENDATION

That Council receives the April 2024 Environmental and Regulatory Services Report.

Resolution No. 146/2324

Council receives the April 2024 Environmental and Regulatory Services Report.

Moved Cr. L Spreadborough

Seconded Cr. J Lynch

CARRIED 5/0

Attendance - Allan Southern entered the meeting room at 9:58am.

Appointment 10:00am Queensland Correction Services – George Muir (videoconference) & Allan Southern

Attendance - Allan Southern left the meeting room at 10:15am

Resolution No. 147/2324

Council resolves to make representations to Queensland Corrective Services to establish the Workcamp program on a permanent basis at Julia Creek.

Moved Cr. L Spreadborough

Seconded Cr. J Lynch

CARRIED 5/0

Attendance Cr L Spreadborough left the meeting room at 10:16am

Attendance Cr L Spreadborough re-entered the meeting room at 10:17am

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 April 2024.

RECOMMENDATION

That Council receives the Community Services monthly report for April 2024.

Resolution No. 148/2324

Council receives the Community Services monthly report for April 2024.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

Appointment Julia Creek Dirt & Dust Festival

Attendance - Sheree Pratt (Dirt & Dust) entered the room at 10:32am

Attendance - Sheree Pratt left the meeting room at 10:59am.

7.2 Sponsorship Request – Saxby Round-Up

Council has received a Community Sponsorship Request from Saxby Round-Up for in-kind support to assist the provision of the use of a Council water truck for their 2024 event.

Recommendation:

Council resolves to approve the Community Sponsorship Request for Saxby Round-Up for in-kind support up to \$5,000 to assist the provision of the use of a Council water truck for their 2024 event.

Resolution No. 149/2324

That Council resolves to approve the Community Sponsorship Request for Saxby Round-Up for in-kind support up to \$5,000 to assist the provision of the use of a Council water truck for their 2024 event.

Moved Cr. S Royes

Seconded Cr. F Malone

CARRIED 5/0

7.3 Community Sponsorship Request – McKinlay Race Club

Council has received a Community Sponsorship Request from McKinlay Race Club for a cash contribution of \$5,000. This sponsorship will assist the club with running their annual race meeting and help to cover the costs of the ambulance, children’s entertainment, live music for the event and to help transport patrons to and from the racetrack to the Walkabout Creek Hotel.

RECOMMENDATION:

Council resolves to approve the Community Sponsorship Request for McKinlay Race Club for a \$5,000 cash to cover costs associated with an ambulance, children’s entertainment, live music and transport patrons to and from the racetrack.

Resolution No. 150/2324

Council resolves to approve the Community Sponsorship Request for McKinlay Race Club for \$5,000 cash to cover costs associated with an ambulance, children's entertainment, live music and transport patrons to and from the racetrack.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

7.4 Community Sponsorship Request – Sedan Dip Sports & Recreation Club

Council has received a Community Sponsorship Request from Sedan Dip Sports and Recreation Club with an in-kind contribution request to utilise Council's Water Truck for their 2024 event.

RECOMMENDATION:

Council resolves to approve the Community Sponsorship Request from Sedan Dip Sports and Recreation Club with an in-kind contribution up to \$5,000 to utilise Council's Water Truck for their 2024 event.

Resolution No. 151/2324

Council resolves to approve the Community Sponsorship Request from Sedan Dip Sports and Recreation Club with an in-kind contribution up to \$5,000 to utilise Council's Water Truck for their 2024 event.

Moved Cr. J Lynch

Seconded Cr. L Spreadborough

CARRIED 5/0

7.5 Regional Arts Development Fund – Quick Response Application

Council has received one (1) Regional Arts Development Fund (RADF) Quick Response Application that were assessed by the RADF Committee and recommended for approval:

- McKinlay Shire Cultural Association Children's Pottery & Adult Mosaic Workshops - \$2,046

RECOMMENDATION:

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

- *McKinlay Shire Cultural Association Children's Pottery & Adult Mosaic Workshops - \$2,046*

Resolution No. 152/2324

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

- *McKinlay Shire Cultural Association Children's Pottery & Adult Mosaic Workshops - \$2,046*

Moved Cr. J Fegan

Seconded Cr. F Malone

CARRIED 5/0

Late Agenda Item**Resolution No. 153/2324**

That Council resolves to accept late agenda item 7.6 Community Benefit Assistance Scheme.

Moved Cr. J Lynch

Seconded Cr. L Spreadborough

CARRIED 5/0

7.6 Community Benefit Assistance Scheme

The Community Benefit Assistance Scheme for 2023/24 has been advertised on a ongoing basis throughout the year seeking applications from local not-for-profit groups for assistance with equipment, infrastructure or volunteer support. Grants are available as dollar-for-dollar contributions with the group and Council co-contributing to the specific project. One application has been received from the McKinlay Shire Cultural Association.

Resolution No. 154/2324

That Council fund McKinlay Shire Cultural Association \$1,273.34 under the Community Benefit Assistance Scheme program.

Moved Cr. F Malone

Seconded Cr. S Royes

CARRIED 5/0

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

The Corporate Services Report as of 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 October 2023.

Resolution No. 155/2324

Council receives the monthly Corporate Services Report for the period ending April 2024.

Moved Cr. J Lynch

Seconded Cr. L Spreadborough

CARRIED 5/0

8.2 Councillors' Portfolio System & Protocols

Council established a policy document, Councillors' Portfolio System & Protocols in 2020 to detail how the portfolio system works and details the portfolios of each Councillor. Following the recent election and changes to portfolios the policy was reviewed and is presented to Council for consideration.

RECOMMENDATION

The Policy for the Councillors' Portfolio System and Protocols version 3.0 be adopted as presented.

Resolution No. 156/2324

The Policy for the Councillors' Portfolio System and Protocols version 3.0 be adopted as presented.

Moved Cr. L Spreadborough

Seconded Cr. S Royes

CARRIED 5/0

8.3 Acceptable Requests Guidelines Policy

Council has reviewed its Acceptable Request Guidelines Policy in line with S170A of the Local Government Act 2009, and is presented to Council for review and adoption.

RECOMMENDATION

That Council adopts the Acceptable Request Guidelines Policy version 3.0 as presented and will revoke all previous versions of the policy.

Resolution No. 157/2324

That Council adopts the Acceptable Request Guidelines Policy version 3.0 as presented and will revoke all previous versions of the policy.

Moved Cr. J Fegan

Seconded Cr. J Lynch

CARRIED 5/0

8.4 Review of Public Interest Disclosure Policy & Associated Documents

Council has obligations under the Public Interest Disclosure Act 2010 to establish procedures to deal with public interest disclosures (PIDs) in order to ensure that PIDs are appropriately assessed and managed, support is offered to disclosers and public officers are protected from reprisal. To this end a review of the Public Interest Disclosure Policy, Management Plan and Procedures have been undertaken.

RECOMMENDATION

That Council adopts the Public Interest Disclosure Policy V4.0 along with the Public Interest Disclosure Management Plan V4.0 and the Public Interest Disclosure Procedure V3.0 as presented.

Resolution No. 158/2324

That Council adopts the Public Interest Disclosure Policy V4.0 along with the Public Interest Disclosure Management Plan V4.0 and the Public Interest Disclosure Procedure V3.0 as presented.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

8.5 McKinlay Shire Council Organisational Structure Review

A review of the current organisational structure was undertaken, and updates were made to reflect the workforce required to meet the operational needs of Council.

RECOMMENDATION

That Council adopts the McKinlay Shire Council organisational structure version 3.0 as presented.

Resolution No. 159/2324

That Council adopts the McKinlay Shire Council organisational structure version 3.0 as presented.

Moved Cr. F Malone

Seconded Cr. J Lynch

CARRIED 5/0

PROCEDURAL MOTION

That the meeting be closed to the public in accordance with 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.

Resolution No. 160/2324

Council resolves to close the meeting to the public in accordance with Section 254J(3)(f) of the *Local Government Regulation 2012*.

Moved Cr. L Spreadborough

Seconded Cr. J Fegan

CARRIED 5/0

Items 8.6 through to 8.8 are 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.

PROCEDURAL MOTION**Resolution No. 161/2324**

Council resolves to re-open the Ordinary Meeting of Council to the public.

Moved Cr. L Spreadborough

Seconded Cr. J Fegan

CARRIED 5/0

8.6 Sale of land for overdue rates – Lot 702 on CPAL75

This report is presented to Council to consider whether to sell Lot 702 on CP AL75 (Assessment: 00423-90000-000) for overdue rates or charges. The land meets the requirements of section 140(1) of the *Local Government Regulation 2012* (the "Regulation").

RECOMMENDATION

That Council resolves to:

- (a) sell Lot 702 on CP AL75 (Assessment: 00423-90000-000) pursuant to section 140(2) of the Local Government Regulation 2012; and*
- (b) delegate to the Chief Executive Officer its power to:*
 - a. give a Notice of Intention to Sell the land to all interested parties under section 140(3) of the Local Government Regulation 2012; and*

- b. take all further steps required under sections 141, 142, 143, 144, 145 and 146 of the Local Government Regulation 2012 to effect the sale of the land.*

Resolution No. 162/2324

That Council resolves to:

- (a) sell Lot 702 on CP AL75 (Assessment: 00423-90000-000) pursuant to section 140(2) of the *Local Government Regulation 2012*; and
- (b) delegate to the Chief Executive Officer its power to:
- a. give a Notice of Intention to Sell the land to all interested parties under section 140(3) of the *Local Government Regulation 2012*; and
- b. take all further steps required under sections 141, 142, 143, 144, 145 and 146 of the *Local Government Regulation 2012* to effect the sale of the land.

Moved Cr. J Lynch

Seconded Cr. S Royes

CARRIED 5/0

8.7 Sale of land for overdue rates – Lot 141 and 142 on SP151986

This report is presented to Council to consider whether to sell Lot 141 and Lot 142 on SP151986 (Assessment: 00275-00000-000) for overdue rates or charges. The land meets the requirements of section 140(1) of the *Local Government Regulation 2012* (the "Regulation").

RECOMMENDATION

That Council resolves to:

- (a) sell Lot 141 and Lot 142 on SP151986 (Assessment: 00275-00000-000) pursuant to section 140(2) of the Local Government Regulation 2012; and*
- (b) delegate to the Chief Executive Officer its power to:*
- a. give a Notice of Intention to Sell the land to all interested parties under section 140(3) of the Local Government Regulation 2012; and*
- b. take all further steps required under sections 141, 142, 143, 144, 145 and 146 of the Local Government Regulation 2012 to effect the sale of the land.*

Resolution No. 163/2324

That Council resolves to:

- (a) sell Lot 141 and Lot 142 on SP151986 (Assessment: 00275-00000-000) pursuant to section 140(2) of the *Local Government Regulation 2012*; and
- (b) delegate to the Chief Executive Officer its power to:
- a. give a Notice of Intention to Sell the land to all interested parties under section 140(3) of the *Local Government Regulation 2012*; and
- b. take all further steps required under sections 141, 142, 143, 144, 145 and 146 of the *Local Government Regulation 2012* to effect the sale of the land.

Moved Cr. J Fegan

Seconded Cr. F Malone

CARRIED 5/0

8.8 Sale of land for overdue rates – Lot 118 on CP JC5571

This report is presented to Council to consider whether to sell Lot 118 on CP JC5571 (Assessment: 00106-00000-000; for overdue rates or charges. The land meets the requirements of section 140(1) of the *Local Government Regulation 2012* (the “Regulation”).

RECOMMENDATION

That Council resolves to:

- (a) sell Lot 118 on CP JC5571 (Assessment: 00106-00000-000) pursuant to section 140(2) of the Local Government Regulation 2012; and*
- (b) delegate to the Chief Executive Officer its power to:*
 - a. give a Notice of Intention to Sell the land to all interested parties under section 140(3) of the Local Government Regulation 2012; and*
 - b. take all further steps required under sections 141, 142, 143, 144, 145 and 146 of the Local Government Regulation 2012 to effect the sale of the land.*

Resolution No. 164/2324

That Council resolves to:

- (a) sell Lot 118 on CP JC5571 (Assessment: 00106-00000-000) pursuant to section 140(2) of the Local Government Regulation 2012; and*
- (b) delegate to the Chief Executive Officer its power to:*
 - a. give a Notice of Intention to Sell the land to all interested parties under section 140(3) of the Local Government Regulation 2012; and*
 - b. take all further steps required under sections 141, 142, 143, 144, 145 and 146 of the Local Government Regulation 2012 to effect the sale of the land.*

Moved Cr. F Malone

Seconded Cr. L Spreadborough

CARRIED 5/0

8.9 Internal Audit Report – Job Costing Practices

In accordance with the Local government Regulation 2012, Council must carry out an internal audit each financial year. This financial year an internal audit on Job Costing Practices was carried out in accordance with the adopted Internal Audit Plan. Council is presented with a summary of the report including management responses to the recommendations.

RECOMMENDATION

Council note the Internal Audit report for Job Costing practices including the recommendations and the management responses inclusive of actions to be taken.

Resolution No. 165/2324

Council note the Internal Audit report for Job Costing practices including the recommendations and the management responses inclusive of actions to be taken.

Moved Cr. L Spreadborough

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.

Resolution No. 166/2324

That Council receive and note the report from the Chief Executive Officer for the period ending 16th May 2024 except where amended or varied by separate resolution of Council.

Moved Cr. J Fegan

Seconded Cr. J Lynch

CARRIED 5/0

1. NWQROC Meeting 8th and 9th May 2024

The Mayor, Cr. Fegan, Cr. Lynch and I attended the monthly meeting of the NWQROC held in Cloncurry on May 8th and 9th 2024.

RECOMMENDATION

For Council Information

2. North Queensland Resilience Program Projects to QRA

As discussed above the QRA North Queensland Resilience Program has been released. The QRA have requested Council to submit 3-5 high priority natural disaster resilience focused projects at a local level and 2-3 at a regional level to nominate

RECOMMENDATION

Council endorses the action of the CEO in submitting the construction of the Julia Creek Early Learning Centre (\$2M) and the construction of Council Houses (\$2.547) as our 2 high priority natural disaster resilience focused projects. As a back-up the construction of roads to a bitumen standard on roads identified in the Local Resilience Action Plan, including Etta Plains Road, Taldora Road, Nelia – Bunda Road, Punchbowl Road and Malpas Trenton Road.

Resolution No. 167/2324

Council endorses the action of the CEO in submitting the construction of the Julia Creek Early Learning Centre (\$2M) and the construction of Council Houses (\$2.547) as our 2 high priority natural disaster resilience focused projects. As a back-up the construction of roads to a bitumen standard on roads identified in the Local Resilience Action Plan, including Etta Plains Road, Taldora Road, Nelia – Bunda Road, Punchbowl Road and Malpas Trenton Road.

Moved Cr. J Lynch

Seconded Cr. L Spreadborough

CARRIED 5/0

3. Attendance of Mayor at the Outback Queensland Tourism Association (OQTA) Board Meeting in Roma on June 25th and future board meetings

The mayor Cr Fegan has been elected to the OQTA Board as the MITEZ Representative. The next board meeting is being held in Roma on June 25th. It is recommended council approve the attendance of Cr. Fegan

to the board meeting in Roma and future board meetings. Attendance at the meetings is usually covered by the OQTA and MITEZ.

RECOMMENDATION:

Council approves the Mayor, Cr. Fegan to attend the OQTA Board Meeting in Roma on 25th June 2024 and future board meetings.

Resolution No. 168/2324

Council approves the Mayor, Cr. Fegan to attend the OQTA Board Meeting in Roma on 25th June 2024 and future board meetings.

Moved Cr. F Malone

Seconded Cr. S Royes

CARRIED 5/0

4. Attendance of Mayor to the 2024 Queensland Agriculture Industry Conference in Brisbane on 1-2 October 2024

The mayor Cr Fegan has been invited to attend the 2024 Queensland Agriculture Industry Conference in Brisbane on 1-2 October 2024. The conference will provide the mayor the opportunity to meet industry leaders and discuss agricultural opportunities in Queensland. With the development of intensive agriculture in our shire and the review of the Gulf Regional Water Strategy it is recommended council approve the attendance of Cr. Fegan to the conference. Attendance at the conference will be funded from the Councilor Conference budget.

RECOMMENDATION:

Council approves the Mayor, Cr. Fegan to attend the 2024 Queensland Agriculture Industry Conference in Brisbane on 1-2 October.

Resolution No. 169/2324

Council approves the Mayor, Cr. Fegan to attend the 2024 Queensland Agriculture Industry Conference in Brisbane on 1-2 October.

Moved Cr. J Lynch

Seconded Cr. L Spreadborough

CARRIED 5/0

5. Meetings with External Organizations in May

The Mayor and CEO have met with Epic Environmental to discuss the Richmond Vanadium Project.

The Mayor and CEO also met with researchers from the CSIRO who are undertaking a project 'Navigating Sustainability Transitions in Australian regions undergoing critical mineral development'.

The Mayor and CEO have a meeting scheduled on 22/5/2024 with Aileen Eccles from DAF. Aileen will be in Julia Creek to discuss and inspect our livestock facility including the dip.

RECOMMENDATION:

For Council Information

6. NWQROC Mayoral Delegation to Canberra 5-6 June 2024

The NWQROC is sending a Mayoral Delegation to Canberra on 5-6 June 2024. Meetings have been sought with the Hon Emma McBride MP, Assistant Minister for Rural and Regional Health and Assistant Minister for Mental Health re Regional Health Challenges; the Hon Tanya Plibersek MP, Minister for the Environment and Water re Water Security and the GAB; the Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government re Road Infrastructure; the Hon Madeline King MP, Minister for Northern Australia and Resources re NA related issues and opportunities and resources; the Hon Kristy McBain MP, Minister for Regional Development, Local Government and Territories re LG Financial Sustainability; the Hon Michelle Rowland MP, Minister for Communications re Digital Connectivity; Senators McDonald, McGrath, Canavan, Scarr & Rennick re Queensland Senator championing; Senator the Hon Anthony Chisolm, Assistant Minister for Education and Assistant Minister for Regional Development re Regional Development; Senator the Hon Murray Watt, Minister for Agriculture, Fisheries and Forestry. Minister for Emergency Management. Attendance at the delegation will be funded from the Councilor Conference budget.

RECOMMENDATION:

Council approves the Mayor, Cr. Fegan to attend the NWQROC Mayoral Delegation to Canberra on 5-6 June 2024.

Resolution No. 170/2324

Council approves the Mayor, Cr. Fegan to attend the NWQROC Mayoral Delegation to Canberra on 5-6 June 2024.

Moved Cr. J Lynch

Seconded Cr. F Malone

CARRIED 5/0

7. Appointment of Acting CEO During CEO Leave from 10th June – 14th June 2024

In the absence of the CEO on Leave commencing 10th June – 14th June 2024 it is desired that Council appoints an Acting CEO.

RECOMMENDATION:

Council appoints Ms. Tenneil Cody as Acting CEO from 10th June – 14th June 2024.

Resolution No. 171/2324

Council appoints Ms. Tenneil Cody as Acting CEO from 10th June – 14th June 2024

Moved Cr. J Fegan

Seconded Cr. F Malone

CARRIED 5/0

8. Appointment of Acting CEO During CEO Leave from 10th July – 15th July 2024

In the absence of the CEO on Leave commencing 10th July – 15th July 2024 it is desired that Council appoints an Acting CEO.

RECOMMENDATION:

Council appoints Mr. Cameron Scott as Acting CEO from 10th July – 15th July 2024.

Resolution No. 172/2324

Council appoints Mr. Cameron Scott as Acting CEO from 10th July – 15th July 2024.

Moved Cr. J Lynch

Seconded Cr. S Royes

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 April 2024.

RECOMMENDATION

That Council receives the April 2024 WHS Report.

Resolution No. 173/2324

That Council receives the April 2024 WHS Report.

Moved Cr. L Spreadborough

Seconded Cr. F Malone

CARRIED 5/0

General Business – Councillor Requests

Cr. F Malone

- Kynuna Cemetery extremely overgrown.
- Enquiry as to possibility of Rural Women's Day event
- Compliments to Parks & Gardens team - Smart Hub trees and area presenting well
- Compliments to recent grading work done by Council

Cr. J Lynch

- Prickly Acacia along side the Shire roads needs spraying and removing to allow greater visibility.

Cr. J Fegan

- Request interest from Councillors regarding public speaking training for Councillors
- Meeting with Matt Nichols North West Weekly scheduled for 23rd May 2024
- Economic Development Community Consultation – successful event and pass on congratulations to the team who organised.

11. CLOSURE OF MEETING

The Chair of the meeting Mayor Cr. Janene Fegan declared the meeting closed at 12:12pm.



5.0 ENGINEERING SERVICES



Ordinary Meeting of Council Tuesday 18th June 2024

5.1 Subject: Engineering Services Monthly Report April 2024
Attachments: Nil
Author: Engineering Services Department
Date: 18th June 2024

Executive Summary:

This report outlines the general activities for the Engineering Department for the month of May 2024.

Recommendation:

That Council receives the Engineering Services monthly report for May 2024.

Background:

This report outlines the general activities of the department for the month of May 2024 and provides an update on projects.

RMPC

	Actual	Budget YTD	Budget
1610 RMPC Works	\$1,009,769	\$1,504,250	\$1,641,000
<ul style="list-style-type: none"> Shoulder Grading 78A Guidepost installation 5807 Patching 14D, 14E Stabilised patching 14E 			

Cannington Road

	Actual	Budget YTD	Budget
1630 Cannington Road Works	\$132,768	\$407,916.66	\$445,000
<ul style="list-style-type: none"> Shoulder grading Vegetation clearing Road runs, dead animal removal 			

Roads Maintenance

	Actual	Budget YTD	Budget
1100 Repairs & Maintenance Shire Roads	\$734,013	\$1,008,333.33	\$1,100,000
<ul style="list-style-type: none"> Emergent works Old Normanton, Etta Plains, Malpas/Trenton 			



Workshop

	Actual	Budget YTD	Budget
1510 Repairs and Maintenance - Plant & Vehicles	\$1,079,853	\$1,237,500	\$1,350,000

- On-going services and repairs as required to council's vehicles, heavy vehicles and plant
- Work camp has assisted with placing container in workshop for stores (work in progress)
- New water tank finalized and working

Parks and Gardens

	Actual	Budget YTD	Budget
2700 Parks & Gardens and Amenities – Operations	\$455,397	\$495,000	\$540,000

- Daily tasks – Toilet cleaning, watering, irrigation repairs
- Weekly tasks – Refuse collection, Mowing, Oorindi toilet cleaning
- Slash, Mow McIntyre Park and clean Robert Lord Shed for Campdraft
- Set up Peter Dawes Park for markets
- Mow and line mark Kev Bannah Oval for Athletics day

Airport

	Actual	Budget YTD	Budget
1300 Airport Operational Costs	\$132,651	\$155,833.33	\$170,000

- Call back radio for lights fixed, put back in and working fine
- Cement pad put in for Jet A1 fuel
- Avgas checked 3x per week
- ARO duties for REX airlines
- Private works for Rosewood Enterprises to chase birds off strip 4 times
- Reset weather data box
- Mow grass/runway

Projects

DRFA 2022 REPA

The overall status of the project is summarized below.



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Work Package	Current Work Locations
WP01 SE	Nil – Contract Completed
WP02 S	Nil – Contract Completed
WP03 SW	Nil – Contract Completed
WP04 NW	Nil – Contract Completed
WP05 NE	Nil – Contract Completed

Submissions for 2024 REPA have been developed however QRA MARS has been locked. Ongoing discussions to try and resolve unsuccessful to date.

TMR Emergent Works

Council utilizing Koppens Constructions have completed stabilizing works 14D and 78A.

Expenditure to date;

14E- \$1,342,000

14D- \$432,271

Claim is being prepared for issue Mid June.

TMR REPA Works

Council has been approached by TMR to undertake REPA works on state controlled roads within McKinlay Shire. TMR have awarded CN 22345 and is addressed in a later report.

Taldora Gravel and Seal

Project complete

Punchbowl Gravel and Seal

Project 90% complete.

Byramine Gravel

Project commenced

Legal Implications:

Nil



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Policy Implications:

Nil.

Financial and Resource Implications:

As provided in the report.

InfoXpert Document ID: 131619



Ordinary Meeting of Council Tuesday 18th June 2024

5.2 Subject: DTMR CN 22345 (DRFA Works State Controlled network)

Attachments: CN22345 Conditional agreement

Author: Director Engineering and Regulatory Services

Date: 11th June 2024

Executive Summary:

DTMR (Department Transport and Main Roads) has approached Council to undertake a package of stabilizing works on its network within the McKinlay Shire. These works are REPA (Restoration of Essential Public Assets).

Recommendation:

That Council resolve to;

- a) Engage Koppens Constructions via the PSA #VP382241 to undertake the works and;*
 - b) Authorise the Chief Executive Officer to enter into, negotiate and vary a contract with Koppens Constructions to undertake CN 22345.*
-

Background:

DTMR approached Council to undertake REPA works on state-controlled roads within the Shire. Koppens was approached to provide a full-service contract under PSA #VP382241. Council has presented a price to TMR which has been accepted.

It is recommended that Council undertake the works.

Consultation:

Chief Executive Officer, Senior Koppens Staff, DTMR Officers

Legal Implications:

Nil

Policy Implications:

Nil.

Financial and Resource Implications:

Full cost recovery plus margin.

InfoXpert Document ID: 131620

Conditional Agreement Sole Invitation Contract



Queensland Government

C7013.IC

Contract Number:	CN-22345
-------------------------	-----------------

Agreement between

McKinlay Shire Council

referred to as **the Offeror**, and

The State of Queensland acting through the Department of Transport and Main Roads	District / Region	North West District / North Queensland Region
---	--------------------------	---

referred to as **the Principal**

Recitals

The Principal invited the Offeror to Offer to construct the Works as described on the Tender Documents being:

Restoration works under the DRFA event 23E at various locations.
--

The Offeror has Offered to carry out the Works described above in accordance with:

- The Invitation for Offer date
- The Offer dated
- Other Documents

08/12/2023
02/05/2024

NTT-1	dated	12/01/2024
NTT-2	dated	19/01/2024
NTT-3	dated	24/01/2024
NTT-4	dated	07/02/2024
NTT-5	dated	13/02/2024
NTT-6	dated	19/02/2024
NTT-7	dated	01/03/2024
NTT-8	dated	03/04/2024

- Date for Practical Completion
- *Contract Sum
- *Inclusive of GST amount of

90
\$817,113.51
\$74,283.05

days after the Letter of Acceptance

Conditional Agreement Sole Invitation Contract



Queensland Government

C7013.IC

Contract Number:

CN-22345

Agreement

Subject to the appropriate

- financial approval to expend funds under the *Financial Accountability Act 2009* (Qld), and;
- approval by the Minister for the Department of Transport and Main Roads for construction of the Works under Section 29 of the *Transport Infrastructure Act 1994* (Qld).

The Principal agrees with the Offeror and the Offeror agrees with the Principal that they will comply with all the conditions and matters as set out or reasonably inferred in this Agreement.

The Offeror is not to commence construction of the Works until a Letter of Acceptance has been issued by the Principal and the required preliminaries have been undertaken.

Authorisation for the Offeror	
Name Trevor Williams	Position Chief Executive Officer
Signature	Date
Authorisation for the Principal	
Name Srikanthan Kanapathippillai	Position A/District Director – North West
Signature	Date

The Department of Transport and Main Roads collects Personal Information on this Form so that you may authorise the Tender for and on behalf of the Tenderer. The information on this Form is accessible by authorised departmental officers and external personnel who are engaged to assess Tenders and if your Offer is accepted, the department may from time to time disclose your contact details to third parties as a point of contact.



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5.3 Subject: Gravel Purchase Airport Apron upgrade

Attachments: Nil

Author: Director Engineering and Regulatory Services

Date: 11th June 2024

Executive Summary:

Seeking confirmation to endorse Chief Executive Officer to authorize an emergent purchase order.

Recommendation:

That Council resolves to:

Confirm and endorse the action of the Chief Executive Officer to approve the purchase of 6000 tonnes (delivered) of type 2.3 gravel from Lawlor's Contracting (Cloncurry), funded from North Queensland Recovery and Resilience Grant, under section 235c of the Local Government Regulation.

Background:

Council had \$300,000 allocated to Airport Apron and Hangar Upgrade under the North Queensland Recovery and Resilience Grant Funding. This was used as part of Council's contribution to an application to the Federal Rural and Remote Program. This application was unsuccessful. Access to the \$300,000 in funding expires 30th June 2024.

So as to expend the allocation in a logical way it was thought the required gravel for the project could be sought first, before June 30 2024. Quotations were sought from 3 reasonably geographically placed quarries (Lawlor's Cloncurry, Wagner's Cloncurry and Gromac Richmond) to source 6000 tonnes (delivered) of the type 2.3 gravel specified in the design documents for the project.

Lawlor's price \$50 Ex GST/t

Gromac price \$56.12 Ex GST/t

Wagner's did not submit.

The timing of the application failure in late May 2024 did not provide sufficient time to tender as per procurement procedures. 3 quotations were sought with one, Wagner's being Local Buy registered.

Given the expiry date of the funding and that the gravel potentially purchased will logically achieve the project's goal. Also forming part of Council's contribution to the project it is



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recommended that Council confirm and endorse the Chief Executive Officer's action to approve the purchase. Referencing the below excerpt;

Under section 235(c) of the LGR, "a local government may enter into a medium-sized or large-sized contract without inviting written quotes or tenders where a "genuine emergency exists".

Consultation:

Chief Executive Officer

Legal Implications:

Local Government Regulation 2012 section 235 (c)

Policy Implications:

Project over \$200,000 Ex GST to be tendered or sourced through Preferred Suppliers arrangements or LocalBuy. Referencing section 235c of the Local Government Regulation.

Financial and Resource Implications:

Fully funded from Recovery and Resilience Grant Funding.

InfoXpert Document ID: 131621



5.4 Subject: Proposed changes to yard fess

Attachments: Nil

Author: Director Engineering and Regulatory Services

Date: 12th June 2024

Executive Summary:

This report proposes changes to fees at Julia Creek Livestock facility, with a view to improve clarity on charges.

Recommendation:

That Council resolve to;

- a) Modify Fees and Charges schedule as per following;*
- b) Remove Holding Yard Fees and;*
- c) Remove Rail Loading Fee and;*
- d) Adopt a single Yard Fee of \$1.00 per head per day with exceptions of, 2 days free if weighed and or scanned, 4 days free if cattle are dipped then are ticky and;*
- e) Prominently display Fees and Charges at the facility.*

Background:

Since the introduction of a rail loading fee (\$1.60 per head) in October 2023, some confusion has arose around responsibility to pay this fee. The fee is the responsibility of the cattle owner, as per the Fees and Charges. Questions from graziers including “but I pay the agent to load” and the like have arisen.

Another circumstance for confusion when utilizing the yards is multiple yard fees i.e. Small pen or Large pen, per head and additional pen per day.

The current fees are as follows:

5. LIVESTOCK FACILITIES INCLUDING RAIL YARDS/RAMP AND DIP			
5.01	COUNCIL OWNED CATTLE YARDS		
	Weighing	\$ 3.00	per head or minimum of \$50
	Weighing - Weekend / Public Holiday	\$ 3.60	per head. Minimum \$250
	Weighing - Callout Fee	\$ 258.00	Callout without min. 72hrs notice per head or
	Scanning	\$ 1.00	minimum of \$50



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Scanning - Weekend / Public Holiday	\$	1.00	per head or minimum of \$250
Mob base fee for transit centre cattle only.	\$	28.00	per transfer
NVD and PIC Numbers (if not provided)	\$	31.00	Surcharge if not provided
Saleyard and Common NLIS Tags	\$	7.50	per tag
			per head per day.
			Minimum \$20 per day. No charge if cattle are weighed &/or scanned for max. 2 days. Additional days will be charged accordingly.
Holding Yards - Small sale pen	\$	1.00	Per additional small sale pen per day
Holding Yards - Additional small sale pen	\$	20.00	per head per day.
			Minimum \$50 per day. No charge if cattle are weighed &/or scanned for max. 2 days. Additional days will be charged accordingly.
Holding Yards - Large yard	\$	1.00	Per additional large yard per day
Holding Yards - Additional Large yard	\$	50.00	per head (no charge if cattle are weighed &/or scanned - if spelled for 4 days & town common cattle then no fee if agistment paid.
Head Bail use	\$	1.55	per head to be billed to the owner of the cattle
Loading Fee for rail cattle	\$	1.60	



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Dip Fee	\$	1.45	per head to be billed to the Dip operator per head per day. To use must have had pre-treatment and be ticky when they arrive at facilities.
DPI Tick paddock use	\$	1.50	per head
Carcass Disposal	\$	105.00	All applicable costs to repair will be chargeable to the responsible individual.
Damages to Infrastructure at Facilities - Private Works			

To remove potential confusion the following changes are recommended;

- Remove all Holding Yard fees
- Remove Rail loading fee
- Add a single Yard fee of \$1.00 per head per day no charge 2 days if weighed and or scanned. 4 days no charge if cattle are dipped then are ticky.

It is also recommended that Fee and Charges for the facility be displayed prominently around the facility.

Consultation

Councillors, Ranger, Chief Executive Officer

Legal Implications:

Nil

Policy Implications:

Nil.

Financial and Resource Implications:

Current income should be relatively unchanged.

InfoXpert Document ID: 131622



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5.5 Subject: Lease conditions new Stables McIntyre Park

Attachments: Draft Lease

Author: Director Engineering and Regulatory Services

Date: 12th June 2024

Executive Summary:

This report is for Council to consider recommended lease conditions for the new stables at McIntyre Park.

Recommendation:

That Council resolves to;

- a) Adopt the proposed Lease document and prepare a formal lease document around it and;*
- b) Adopt the proposed Fees into the Fees and Charges Schedule and;*
- c) Offer a lease under the terms of the adopted Lease to the current trainers utilizing the facility.*

Background:

Racing Qld and McKinlay Shire Council have funded the construction of a Stable complex at McIntyre Park. The intent of this report is to enable a lease agreement to be facilitated between Council and the existing registered trainers at the facility.

The facility comprises 42 stables and 6 feed/storage sheds.

Cost considerations

Initial considerations were that the even though considerable funds were spent on the earthworks they have an infinite life. However the structure does not, an estimate of \$200,000 was used in a straight-line depreciation calculation with an asset life of 20 years. This distributed over the 48 stables to give an annual cost of \$208 per annum.

Richmond Shire Council charge \$137 pa for a double stable and \$110 pa for large stable. Given this, it is recommended that a fee of \$110 pa per stable be charged for the McIntyre Park stables and that a bond of \$20 per stable be held refundable on lease cessation.

Lease conditions

Highlights below however please refer to attached draft lease.

- Must hold current QLD Racing trainers licence



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- Must hold current Public Liability Insurance
- Subletting is not permitted
- Unfettered access to Council Officers with regular inspections by Council

As the lease has been drafted internally if Council adopts it is recommended that it be modified into legal document.

Consultation:

Trainers, Chief Executive Officer

Legal Implications:

Nil

Policy Implications:

Nil.

Financial and Resource Implications:

Will provide partial cost recovery.

InfoXpert Document ID: 131623

The New McIntyre Park Stables (Draft) June 2024

Diagram (North approximately top of page)

Entrance

A1	A2	A3	A4	A5	A6	A7	A8
A9	A10	A11	A12	A13	A14	A15	A16

B1	B2	B3	B4	B5	B6	B7	B8
B9	B10	B11	B12	B13	B14	B15	B16

C1	C2	C3	C4	C5	C6	C7	C8
C9	C10	C11	C12	C13	C14	C15	C16

Agreement McIntyre Park Stables

Lessor : McKinlay Shire Council

Lessee/Tenant: _____

Term:

Start Lease: 1/7/2024

Finish Lease: 30/6/2025

Stables Identify using diagram and attached table (Appendix A);

Lessor

- Access – Council authorized officer will have access to the facility at all times

Lessee

- Must possess current Racing Qld Trainers Licence # _____
- Rent: Amount & Frequency per stable
 - \$110 per annum (will be an annual review on Fees & Charges)
 - Bond of \$20 will be retained
- Bedding Sand to be supplied by the Lessee at the Lessee expense
- Vermon control is to be undertaken by and at the expense of the Lessee
- Stable Shavings & Waste Removal is the cost of Lessee
 - Waste removal will be undertaken by the Lessee on a daily basis
- Conditions & Repair
 - Damage to stables will be rectified by the Lessee with 1 month. If not rectified in the appropriate manner then will be repaired by the Lessor at the cost + 20%
 - Rubbish removal by the Lessee on a daily basis
 - Monthly inspection will be undertaken by a Council officer to identify any breaches or rectification.
 - Failure to ensure conditions and repairs are undertaken will result in loss of Bond.
- Signs & Advertisement
 - Lessee can place signage or advertisement on their allocated Stables, however it is the responsibility of the lessee and must be removed and made good at the end of the lease period. Failure to do so will result in loss of bond.
- Subletting
 - The Lessee in not allowed to sublet the stables or storage facilities
- Insurance
 - The Lessee will hold a Certificate of Currency with a public liability of \$20 million.
- Associated plant and equipment – only plant and equipment directly related to the training of horses is permitted in and around the facility.

A copy of the Certificate of Currency with a public liability of \$20 million

Public Liability Insurance:

Racing Qld Trainers Licence :.....

Workers Compensation:.....

Lessor

McKinlay Shire Council

Signed:.....

Name:.....

Lease

Signed:.....

Name:.....

Appendix A

Stable/ Feed Lot Storage	Name	Lease Start Date	Lease Finish Date
A1			
A2			
A3			
A4			
A5			
A6			
A7			
A8			
A9			
A10			
A11			
A12			
A13			
A14			
A15			
A16			
B1			
B2			
B3			
B4			
B5			
B6			
B7			
B8			
B9			
B10			
B11			
B12			
B13			
B14			
B15			
B16			
C1			
C2			
C3			
C4			
C5			
C6			
C7			
C8			
C9			
C10			
C11			
C12			
C13			

C14			
C15			
C16			



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5.6 Subject: Request for Trustee Managers consent to acquire Part of Water Reserve Lot16 on EN34

Attachments: Previous Council decision on application
Plan of Lots 20 & 21 on SP243613

Author: Director Engineering and Regulatory Services

Date: 12th June 2024

Executive Summary:

A request has been made to Council for its consent as Trustee of the reserve to purchase part of Water Reserve being Lot 16 on EN34. This report considers that request.

Recommendation:

That Council resolve to;

- a) Give consent for application to purchase part of Water Reserve Lot16 on EN34 to the applicant being the owner of Lot20 on SP243613 and;*
- b) Authorise the Chief Executive Officer sign Part C LA30 for this application.*

Background:

Correspondence has been received from owners of adjoining lot being Lot 20 on SP243613 to purchase part of the adjoining Water Reserve Lot16 on EN34. The area involved is a 70m wide along southern boundary of Lot 21. They are seeking Council's consent as Reserve Trustee for the application.

This application has been previously approved by Council at the Ordinary meeting held 16th September 2014. (refer attachment)

As the request has no impact on Council infrastructure on the reserve it is recommended that Council accede to the request.

Consultation:

Chief Executive Officer, Applicant's representative

Legal Implications:

Nil

Policy Implications:

Nil.



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Financial and Resource Implications:

Nil

InfoXpert Document ID: 131624

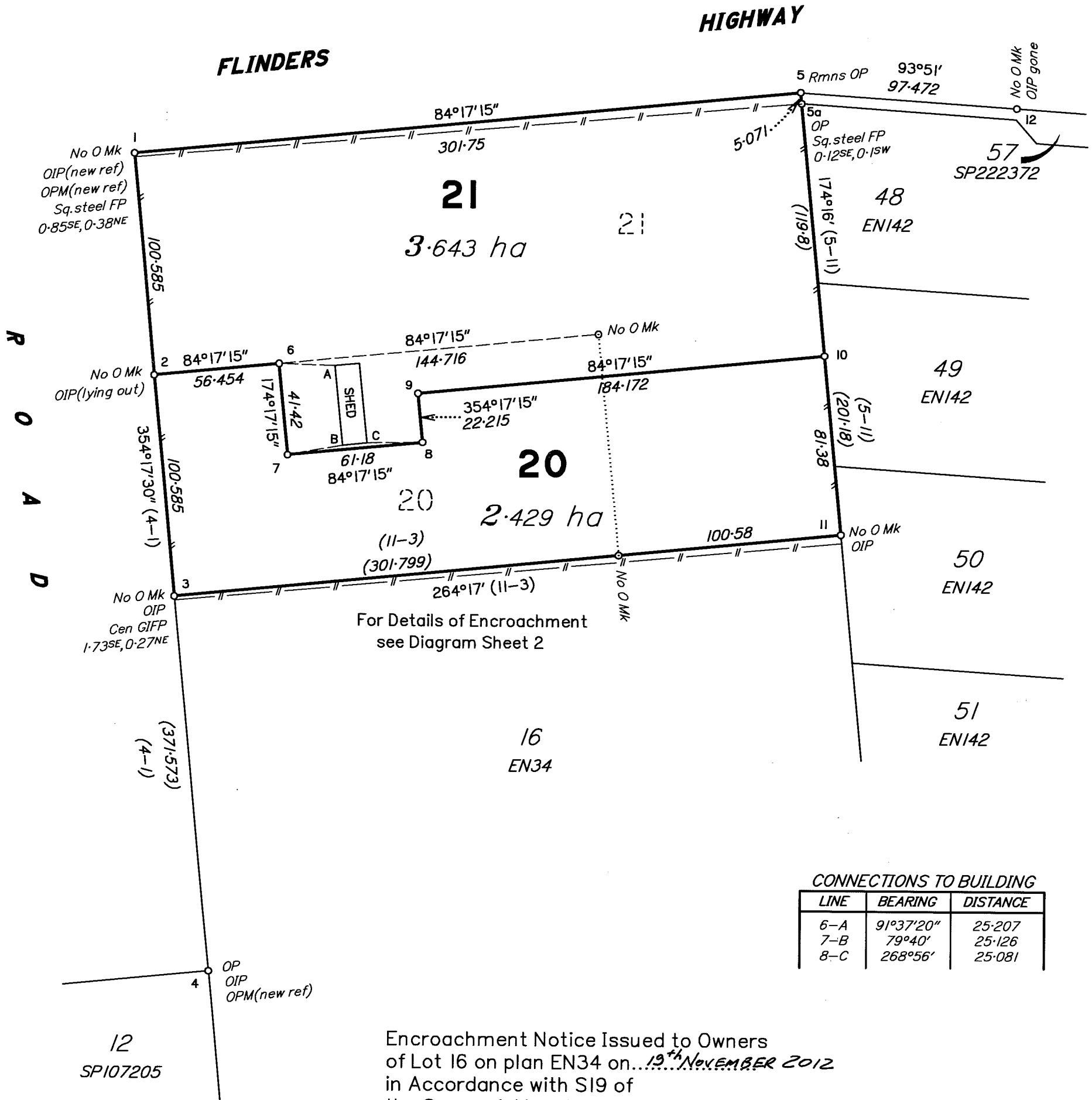
REFERENCE MARKS

STN	TO	ORIGIN	BEARING	DIST
1	OIP (new ref)	EN128	264°17'	1.015
2	OIP gone lying out	EN128	264°17'15"	0.983
2	Pin		261°24'30"	1.009
3	OIP	EN128	264°17'	0.983
4	OIP	EN142	264°17'30"	0.983
5	Pin		351°43'	0.926
6	Pin		354°17'15"	1.05
11	OIP	EN128	84°17'	1.02

PERMANENT MARKS

PM	ORIGIN	BEARING	DIST	NUMBER	TYPE
1-OPM (new ref)	EN142	264°32'45"	251.84	71059	
4-OPM (new ref)	CP894126	300°56'25"	98.833	84778	

75mm x 75mm peg placed at stations 1, 2, 3, 5, 6, 7, 8, 9, 10 & 11.



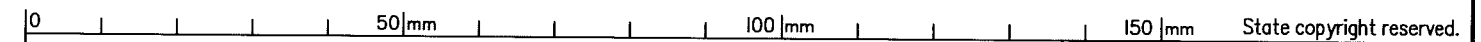
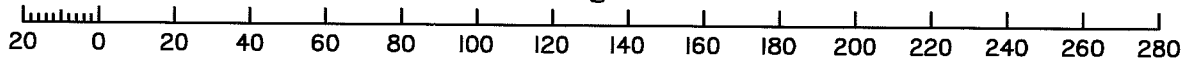
For Details of Encroachment see Diagram Sheet 2

CONNECTIONS TO BUILDING

LINE	BEARING	DISTANCE
6-A	91°37'20"	25.207
7-B	79°40'	25.126
8-C	268°56'	25.081

Encroachment Notice Issued to Owners of Lot 16 on plan EN34 on...19th November 2012 in Accordance with S19 of the Survey & Mapping Infrastructure Regulations 2004.

Scale 1:2000 - Lengths are in Metres.



Plan of Lots 20 & 21

Cancelling Lots 20 & 21 on plan EN128

Scale: 1:2000
Format: STANDARD



SP243618

I, John Francis WEBER hereby certify that the land comprised in this plan was surveyed by me personally and that the plan is accurate, that the said survey was performed in accordance with the Survey and Mapping Infrastructure Act 2003 and Surveyors Act 2003 and associated Regulations and Standards and that the said survey was completed on 12-10-2012.

J.F. Weber

Date 12/11/2012 Cadastral Surveyor

PARISH: HILTON COUNTY: Eddington

Meridian: MGA Zone 54 vide CP894126

F/N's: No

Plan Status:

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

718365616

\$552.00
31/10/2017 09:01

BE 400 NT

Registered

5. Lodged by

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

1. Certificate of Registered Owners or Lessees.

I/We A.C. and R.M. Pratt Pty.Ltd.
ACN 011 000 650
& North-West Livestock Transport Pty.Ltd.
ACN 082 878 751
Trustee Under Instrument 702869268

(Names in full)

* as Registered Owners of this land agree to this plan and dedicate the Public Use Land as shown hereon in accordance with Section 50 of the Land Title Act 1994.

~~* as Lessees of this land agree to this plan.~~

[Signature] A.C. and R.M. Pratt Pty Ltd
Signature of *Registered Owners *Lessees
ACN: 011000650
North West Livestock
Transport.
ACN: 082878751

* Rule out whichever is inapplicable

2. Local Government Approval.

* McKINLAY SHIRE COUNCIL
hereby approves this plan in accordance with the :
%

Dated this 26 day of SEPTEMBER 2017

[Signature] #
Peter Fitchat
Chief Executive Officer #

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

3. Plans with Community Management Statement :

CMS Number :
Name :

4. References :

Dept File :
Local Govt :
Surveyor : 1674

6. Existing

Title Reference	Description	New Lots	Road	Emts	Cov.	Profit a prendre
20983008	Lot 20 on EN128	20 & 21				
20983008	Lot 21 on EN128	20 & 21				

Created

20	Por 20 & 21
21	Por 20 & 21
Lots	Orig

7. Portion Allocation :

8. Map Reference :
7256-42124

9. Locality :
Julia Creek

10. Local Government :
McKINLAY SHIRE COUNCIL

11. Passed & Endorsed :

By: John Francis WEBER
Date: 13/11/2012
Signed: *[Signature]*
Designation: Cadastral Surveyor

12. Building Format Plans only.

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

Cadastral Surveyor/Director* Date
*delete words not required

13. Lodgement Fees :

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

14. Insert Plan Number

SP243618



20

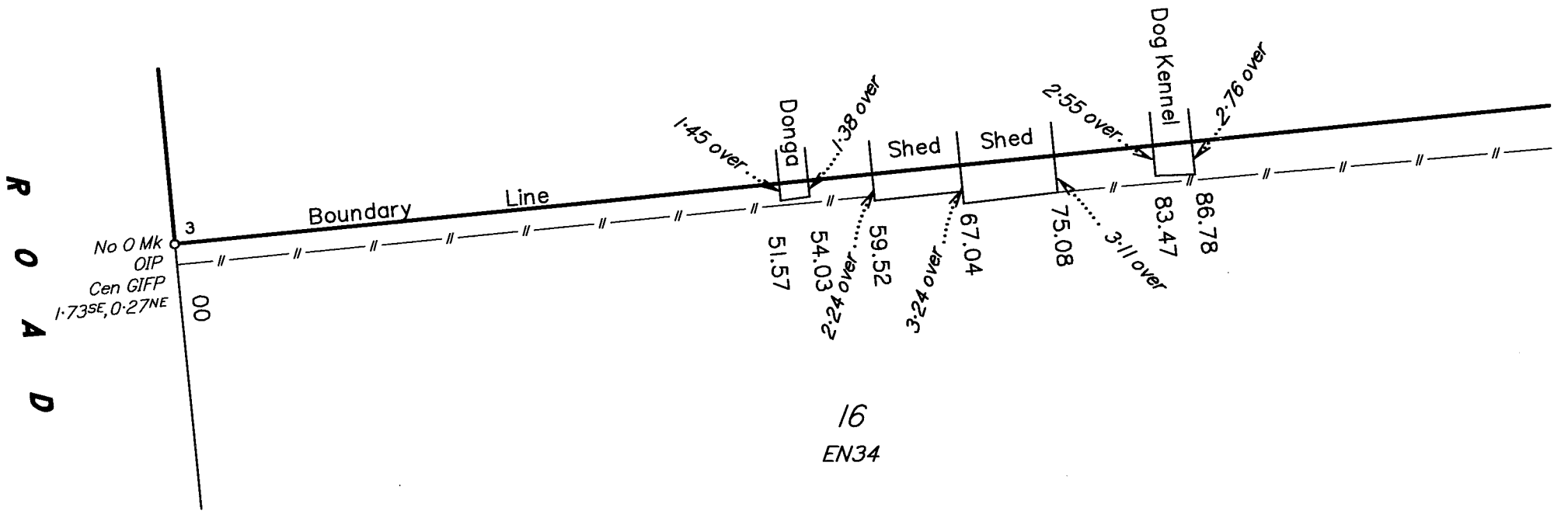
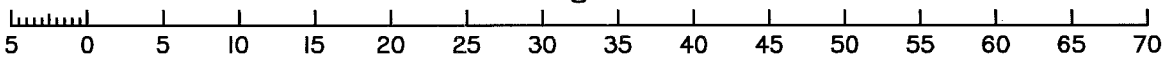


DIAGRAM SHOWING ENCROACHMENTS

Scale: - 1: 500

Scale 1:500 - Lengths are in Metres.



State copyright reserved.

Insert Plan Number **SP243618**





McKINLAY
SHIRE COUNCIL
CIVIC CENTRE, JULIA CREEK

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

23 September 2014

Madonna Reid
DNRM Townsville
PO Box 5318
TOWNSVILLE QLD 4810

Copy:

Mr John Lynch
Viola Station
JULIA CREEK QLD 4823

E -mail: - Townsville.SLAMS@dnrm.qld.gov.au

Dear Madonna,

Re: Request to purchase Part Lot 16 of EN34- Water Reserve Julia Creek

I refer to the aforementioned request from Mr John Lynch on behalf of the owners, A.C. and R.M.Pratt Pty Ltd & North-West Livestock Transport Pty Ltd, of Lots 20 and 21 on EN 128 at Trucking Yards Road Julia Creek. The request was to procure part of Lot 16 in order to satisfy a number of building encroachment and other matters pertaining to Lot 20 into Lot 16.

I wish to advise that Council has assessed and considered all views and requirements regarding this request and have requested that Conditions be placed on the proposed purchase of part Lot 16. Council resolved at its meeting held 16 September 2014 to approve the request subject to conditions as detailed below:

MOTION
60/1415

Council advises the Department of Natural Resources and Mines and the Owners of Lot 20 and 21 that there are no Objections to the acquisition subject to the following conditions:

- a. The common boundary between Lot 16 EN 34 and proposed lot 20 on EN 128 is moved south a distance of 70 meters subject to final survey.*
- b. The Land is purchased from the State;*
- c. The realignment is along the entire boundary of lot 16;*
- d. The Applicant is responsible for all costs associated with the purchase;*
- e. The applicant is responsible for the construction of a fence suitable for the area along the entire boundary of Lot 16;*
- f. Any services located within the area is relocated at applicants cost; and*
- g. The conditions relating Development Approval MCK2013 07 for the reconfiguration of Lot 20 and 21 are satisfied prior to sale of lands.*

Moved Cr. Walker

Seconded Cr. Curr

CARRIED

In order to provide further information relating to the request and conditions, please refer to photo 1 below, which indicates the proposed boundary alignment and other conditions on site.



Photo 1 Air photo Lot 16 and 21 Showing site and 70 m setback.

Should you require any further information or assistance please do not hesitate to contact Councils Director of Environment and Regulatory Services, Mr. Geoff Rintoul on 07 4746 7166

Yours faithfully

A handwritten signature in black ink, appearing to read 'Aaron Childs', written over the 'Yours faithfully' text.

Aaron Childs
Chief Executive Officer



6.0 ENVIRONMENTAL & REGULATORY SERVICES



Ordinary Meeting of Council 18th June 2024

6.1 Subject: Environmental and Regulatory Services Report – May 2024

Attachments: Nil

Author: Environment & Regulatory Services Team Leader

Date: 10th June 2024

Executive Summary:

This report outlines the general activities, revenue and expenditure for the department for the period May 2024.

Recommendation:

That Council receives the May 2024. Environmental and Regulatory Services Report.

Background:

This report outlines the general activities of the department for the month of May 2024.

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: 131625



1 – Refuse Collection and Disposal

1.1 - Budget

		Actual	Budget
ENVIRO1.1	3100 - Refuse Collection Revenue	\$122,246	\$120,850

		Actual	Budget
ENVIRO1.2	3100 - Kerbside Rubbish Collection Expenditure	\$88,129	\$90,000

		Actual	Budget
ENVIRO1.3	3110 - Refuse Disposal Revenue	\$48,413	\$47,116

		Actual	Budget
ENVIRO1.4	3110 - Refuse Disposal Operational Costs	\$80,230	\$100,000

1.2 - Report

Julia Creek Waste Facility

The following works continued during the month regular pushing and covering of household rubbish section, Julia creek and Kynuna. Peter Verhoeven visited contract workers around town about rubbish being placed in wrong areas at facility.

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	\$132,854	\$170,000

2.2 – Report

Water and Sewage Monitoring

Nil issues regarding Julia Creek water Scheme.

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

- Amberly Drive 2.80mg/L
- Coyne Street Depot 3.01mg/L

Nil issues regarding for Kynuna Water Scheme

Nil issues regarding McKinlay Water Scheme – Boil water alert lifted



2.3 Food Safety

There were four food recalls issued during the month (added to Council website)

2.4 Aerodrome

Call back radio repaired and re fitted, Cement Pad added for fuel tank Jet A1 fuel. Avgas checked and ARO duties for Rex Monday, Wednesday, Friday. Private works Rosewood enterprises Bird Scaring x four. Mow Grass along Runway and reset weather data box.

3 – Local Law Administration

3.1 – Budget

		Actual	Budget
ENVIRO3.1	3210 - Animal Registration Fees	\$5,935	\$6,400
ENVIRO3.2	3210 - Fines & Penalties – Animal Control	\$1,776	\$1,800
ENVIRO3.3	3210 - Animal Boarding	\$15,231	\$13,000
ENVIRO3.4	3210 - Local Law Administration	\$82,322	\$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	2
Verbal/Written/Official warning	1
Complaints	Nil
Dog Boarding	13
Removal of Dead Animals	5
Trapping Locations & Results	Nil
Compliance Notices (Untidy Allotments) issued	Nil
SPER Infringement Fines issued	Nil
Commercial Use of Roads Permit issued	Nil



Comments

Car and caravan roll over, attend and impound dog involved in collision. Housed free of charge to assist victims. Sand put on 4 Diesel spills and pothole repairs Ian Hall truck pad. 12 Dingo Scalps received for the month. Warning that Scalps will not be accepted unless salted or dried out, notice on website. Skips delivered to Campcraft event and emptied.

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	\$25,163	\$23,000
ENVIRO4.3	3220 - Dingo Baits (Revenue)	\$6,298	\$4,000
ENVIRO4.4	3220 - Feral Pig Baits (Revenue)	\$0	\$0
ENVIRO4.5	3220 - Pest Animal Rural Landowners Fees	\$65,139	\$65,172
ENVIRO4.5	3220 - Pest Plant Control Program Exp	\$52,617	\$170,000
ENVIRO4.6	3230 - Pest Animal Control Program Exp	\$38,497	\$100,000

4.2 – Report

Pest Animal Control

Preparations completed, product and Av gas collected and stored to commence baiting program 11th June 2024.

Pest Plant

14 days of spraying Nelia Common. DPI paddock, Town common and Creek, Punchbowl road from town to bitumen end, Gilliat North Common, Nelia - Bunda road to Kilterry.



Washdown Bay Facility

Drains were cleaned. Cameras and lights repaired and operating.

5 – Livestock Operations

5.1 – Budget

		Actual	Budget
ENVIRO5.1	3235 - Livestock Facility Capital Grant	\$265,965	\$400,000
ENVIRO5.2	3235 - Livestock Weighing Revenue	\$28,134	\$25,000
ENVIRO5.3	3235 - Livestock Cattle Train Loading Revenue	\$8,979	\$25,000
ENVIRO5.4	3235 - Livestock Cattle Train Loading Revenue	\$6,764	\$25,000
ENVIRO5.5	3235 – Livestock Operational Costs	\$92,112	\$118,000

5.2 - Report

Julia Creek Livestock Facility

General Cleaning and Maintenance, New cameras installed and operating. 1193 head of Cattle weighed for the month.



6 – Stock Routes and Reserves

6.1 – Budget

		Actual	Budget
ENVIRO6.2	3300 - Stock Route –Recoverable works (Revenue)	\$17,785	\$15,900
		Actual	Budget
ENVIRO6.3	3300 - Stock Route - permit/water fees	\$9,167	\$9,500
		Actual	Budget
ENVIRO6.4	3300 - Trustee Lease Fees (Revenue)	\$238,397	\$235,000
		Actual	Budget
ENVIRO6.5	3300 - Reserves Agistment Fees (Revenue)	\$18,063	\$16,500
		Actual	Budget
ENVIRO6.6	3300 – Permit to occupy - revenue	\$10,207	\$10,500
		Actual	Budget
ENVIRO6.7	3300 – precept expenses	\$17,782	\$18,212
		Actual	Budget
ENVIRO6.8	3300 – Stock route Maintenance	\$99,193	\$115,000
		Actual	Budget
ENVIRO6.9	3300 – Reserves Expenses	\$33,936	\$25,000

6.2 - Report

Stock Routes/ reserves

Ongoing fence repairs at Gilliat, McKinlay and Kynuna reserves. Town common mustered. Kalmeta Bore repaired. Longford plains Bore being drilled. Mile - Mile turkeys nest inspected, wall washed out to be repaired.

6.3 - Cemeteries

Maintenance – Mowing and whipper snipping. Kynuna and McKinlay cemeteries mowed, whipper snipped.

6.3.1 – Budget

		Actual	Budget
ENVIRO6.9	3400 – Cemeteries	\$27,151	\$50,000



6.3.2 - Report

Nil Funerals

7 – Work Program (Workcamp)

7.1 - Budget

		Actual	Budget
ENVIRO7.1	3600 - Work Program	\$33,356	\$36,500

7.2 – Report

Community Group	Activity
McKinlay Shire Council	<u>Workshop</u> *Assist with workshop duties <u>Plumbing</u> Nil
McKinlay Shire Council	<u>Saleyards/Loading Area</u> *Mowing/Whipper snipping, cleaning and repairs
McKinlay Shire Council	<u>McIntyre Park</u> Maintenance for Camp draft.
McKinlay Shire Council	Various
Julia Creek State School	Mowing
Churches/RSL/CWA/SES/Dirt and Dust Central	General maintenance
Julia Creek Turf Club	Cleaning, grounds maintenance
Julia Creek Lions Ladies	

Programmed work completed and assistance with preparation and clean up after Camp draft weekend.

8 – Housing, FRB and Community Centre

8.1 – Budget

			Actual	Budget
ENVIRO9.1	3810-1150	3810 - Council Housing - Capital Grant	\$90,000	\$590,000
ENVIRO9.1	3810-1300	3810 - Council Property / Staff Housing Program Rev	\$53,607	\$145,000



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ENVIRO9.2	3810-1301	3810 - Council Property / Subdivision Blocks Rent	\$3,433	\$6,000
	3810-1302	3810 - Council Property / Subdivision Blocks outgoings	\$3,206	\$6,000
ENVIRO9.3	3810-2300	3810 - Council Property / Staff Housing Program Exp	\$243,534	\$350,000
ENVIRO9.4	3810-2310	3810 - Council Property / Sub Division Expense	\$4,144	\$10,000

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 Under repair completion TBA. 1/ 50 Old Normanton Road
New Tenancies	0
Finalised Tenancies	0
Remedy Breach	Nil
Notice to Leave	Nil
Notice of Intention to Leave	Nil
Notes/Repairs	Numerous repairs to locks and inspections on fly screens and gates/fencing – New balustrading and stairs completed at Racecourse residence; windows replaced. Upgrades unit- 1 Old Normington Road have commenced.

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



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Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil
Notes/Repairs	Ongoing repairs re renovation.

Fr Bill Busuttin Community Centre and Seniors Living Units

Budget

		Actual	Budget
ENVIRO10.4	3820 - Community Centre Hire Fees	\$3,405	\$3,000
ENVIRO10.4	3820 - FRB Centre RENT	\$40,080	\$42,000
ENVIRO10.5	3820 - FRB Units & Community Ctr Operational Costs	\$55,026	\$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	\$12,247	\$6,000

	Actual	Budget
ENVIRO11.2 3900 - Town Planning Program	\$31,187	\$60,000

9.2 - Report

Regulatory Services, Land and Building Development

<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; Decision to be made on what council can offer as compensation. ILUA to be finalised by State in July due to a 2-month extension approval by the Court.

<u>Matter</u>	<u>Status</u>
Kynuna Rodeo Grounds/Landfill	All matters resting with the state awaiting further details
McKinlay Landfill	All matters resting with the state awaiting further details
Lot 2 K3718 – Land beside Water Reserve in Kynuna	All matters resting with the state awaiting further details
Application for Deed of Grant over Operational Reserve, Lot 54 on JC55713 also known as 46 Byrne Street, Julia Creek	All matters resting with the state awaiting further details
McKinlay Airstrip	Native title has been extinguished over this lot allowing the ongoing use and management of airstrip by McKinlay Shire Council.



10 – Water and Sewage

10.1 – Budget

		Actual	Budget YTD	Budget
1810	Operational Costs – McKinlay Water	\$30,512	\$45,833.33	\$50,000
1820	Operational Costs – Kynuna Water	\$26,063	\$55,000	\$60,000

		Actual	Budget YTD	Budget
1830	Operational costs – Nelia Water	\$7,537	\$13,750	\$15,000

		Actual	Budget YTD	Budget
1900	Operational Costs – Julia Creek Sewerage	\$176,299	\$256,666.66	\$280,000

10.2 Report -

Plumbing

Monthly water sampling is in line with Councils DWQMP all schemes. Monthly visual checks on bore/storage tanks were completed. Repair pump at town Bore. Inspection and weekly sampling at McKinlay water scheme re E-Coli. Clean McKinlay truck stop toilet and septic pumped out. Repaired two water leaks Shaw Street center median street. Nelia sprinkler replacement at common.



Sewage

Routine monitoring of scheme, measure pond levels and in house sampling to report to DES. Monitor plant and Imhoff tank daily. Julia Creek STP is at 90 percent ongoing operation. Continual repairs and adjustments to settings completed by Jason and Andrew. Increased reporting to department awaiting CNC maintenance to complete final chlorination repairs scheduled July 2024.

11 – Local Disaster Management

11.1 – Budget

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

		Actual	Budget
ENVIRO12.2	2760 – SES Capital Grants	\$42,534	\$117,000

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

		Actual	Budget
ENVIRO12.3	2760 - Disaster Management Operational Costs	\$77,270	\$20,600

11.2 – Report

Nil



Ordinary Meeting of Council Tuesday 18th June 2024

6.2 Subject: Derelict Houses
Attachments: Nil
Author: Environmental & Regulatory Services Team Leader
Date: 10th June 2024

Executive Summary:

This report addresses the issue of derelict Houses in McKinlay Shire Council

Recommendation:

That Council resolve to:

Commence enforcement action on the following properties and any other properties deemed derelict during upcoming inspections.

- *Landsborough Highway, Kynuna QLD 4823 - Lot 502 on K3711*
 - *Landsborough Highway, Kynuna QLD 4823 - Lot 2 on KN41*
 - *Cnr Middleton Street and Kirby Street, McKinlay QLD 4823 - Lot 9 on RP727013*
 - *Middleton Street, McKinlay QLD 4823 - Lot 603 on AL75*
 - *72 Burke Street, Julia Creek QLD 4823 - Lot 117 on JC5571*
 - *26 Coyne Street Julia Creek QLD 4823 – Lot 512 on JC5571*
 - *Nelia Street, Nelia Street QLD 4823 – Lot 1 on N6313*
 - *65 Goldring Street Julia Creek QLD 4823 – Lot 104 on JC Lot 104 on JC5571*
-

Background:

A list of properties deemed derelict was created in 2021. The owners of these properties were issued with show cause notices in August 2022. For reasons I have been unable to establish no enforcement action was taken for failure to comply with these notices. These properties are now in worse condition than they were almost 2 years ago. Refer below table.

Former List

<i>Landsborough Highway, Kynuna QLD 4823</i>	<i>Lot 502 on K3711</i>
<i>Landsborough Highway, Kynuna QLD 4823</i>	<i>Lot 2 on KN41</i>



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<i>Cnr Middleton Street and Kirby Street, McKinlay QLD 4823</i>	<i>Lot 9 on RP727013</i>
<i>Middleton Street, McKinlay QLD 4823</i>	<i>Lot 603 on AL75</i>
<i>Nelia Street, Nelia Street QLD 4823</i>	<i>Lot 1 on N6313</i>

Additional properties

<i>Burke Street Julia Creek</i>	<i>Lot 117 on JC5571</i>
<i>Coyne Street Julia Creek</i>	<i>Lot 512 on JC5571</i>
<i>Goldring Street Julia creek</i>	<i>Lot 104 on JC Lot 104 on JC5571</i>

To address these issues Council, have the option to commence enforcement action against the property owner or in turn choose to take no action regarding these properties. If council wishes to act it is recommended that a building Inspector is engaged to provide a supporting report for each property. A show Cause notice will then be issued with directions to the owner to make the premises safe. Council may follow up on non-compliance by way infringement or prosecution making application to the Court for a demolition order.

Consultation: Regulatory Services Staff and Council

Legal Implications: Owner objection to notice against process

Policy Implications: Nil

Financial and Resource Implications: Possible legal costs for prosecution

InfoXpert Document ID: 131627



Ordinary Meeting of Council Tuesday 18 June 2024

6.3 Subject: Policy review – Trade waste Policy
Attachments: Tradewaste Policy
Author: Environmental & Regulatory Services Team Leader
Date: 27th May 2024

Executive Summary:

Council has reviewed its Trade Waste Policy in line with the Sewerage Code of Australia and other relevant legislation.

Recommendation:

That Council adopts the Trade Waste Policy version 2.0 as presented and will revoke all previous versions of the Policy.

Background:

The Trade Waste Policy was last reviewed in 2020. A review has been conducted by ERSTL with minimal changes made, the changes made reflect current legislation and codes of practice.

Consultation: Qld Water

Legal Implications: Maintain compliance with QLD Plumbing and Wastewater Code.

Policy Implications: On adoption of this policy all previous versions will be revoked

Financial and Resource Implications: NIL

InfoXpert Document ID: 131628



Trade Waste Policy

1. POLICY STATEMENT

McKinlay Shire Council will provide a liquid waste disposal service for non-domestic, commercial and industrial waste in accordance with the principles of ecological sustainability and in a manner, which safeguards public health and is consistent with McKinlay Shire Council's legislative obligations.

McKinlay Shire Council's will accept, subject to conditions, biodegradable waste into the sewerage system, provided that:

- The system has adequate capacity to effectively collect, transport and treat the waste;
- The waste does not hinder the recycling of by-products; and
- Is in accordance with the principles of ecological sustainability and eco-efficiency, all practicable waste minimisation, recycling and reuse options have been applied by the customer.

2. PURPOSE AND OBJECTIVES

The key features of McKinlay Shire Council's trade waste management approach are:

- A two staged risk-based assessment system.
- Mandatory and target sewer admission limits.
- Three trade waste category system; and
- A strategy of property-based billing to the owner for sewerage volumetric and generator-based permitting based on McKinlay Shire Council's Trade Waste Management Plan risk assessment.

The purpose of this Trade Waste Policy is to outline McKinlay Shire Council's principles for trade waste management and provide stakeholders with information on McKinlay Shire Council's liquid waste disposal service for non-domestic, commercial and industrial waste.

The specific objectives of the McKinlay Shire Council's trade waste management approach are as follows:

- To prevent harm or injury to sewerage employees and general public.
- To safeguard the sewerage system against damage, blockage and/or surcharging; To encourage waste minimisation and cleaner production/pollution prevention, including waste prevention, recycling and appropriate pre-treatment.
- To promote water conservation.
- To exclude non-biodegradable and potentially harmful substances that may:
 - Cause non-compliance with statutory license approval conditions.
 - Cause the treatment process to fail.
 - Affect the efficiency of the treatment process or cause or increase the generation of objectionable odours.
 - Render effluent or bio solids unacceptable for reuse or disposal.
 - Cause any other detriment to the environment; or
 - Physically damage infrastructure.

Date of Approval: 18/06/2024
Approved By: Council Resolution

Effective Date: 19/06/2024
Version: 3
Review Date: June 2027



Trade Waste Policy

- To move McKinlay Shire Council towards a wastewater source management philosophy as outlined in the National Wastewater Source Management Guidelines;
- To encourage a co-operative and consultative approach with industry to resolve non-compliance issues with respect to trade waste discharges to sewer;
- To equitably recover the cost of services to commerce and industry including the cost of conveyance, treatment and disposal, maintenance and repair of damage to the sewerage system;
- To protect and assist in the operation of the sewerage system and the design of augmentations or new sewerage systems by providing operational data on the volume and composition of trade waste; and
- To conform with the National Water Quality Management Strategy Guidelines for Sewerage Systems, Acceptance of Trade Wastes (Industrial Wastes), Agriculture and Resource Management Council of Australia and New Zealand and Australian and New Zealand Environment and Conservation Council, November 1994.

Persons who require approval to discharge trade waste

A person must not discharge trade waste into McKinlay Shire Council's sewerage network without written consent from McKinlay Shire Council. Any person wishing to discharge trade waste to sewer must apply to McKinlay Shire Council for a trade waste approval.

A trade waste approval is the written approval from McKinlay Shire Council that states the requirements and conditions under which discharge to sewer is allowed.

Approval for the discharge of trade waste is granted in the form of a Trade Waste Permit or a Trade Waste Agreement, depending on the level of risk McKinlay Shire Council perceives the discharge poses to the health and safety of personnel or to the condition of sewerage assets.

Acceptance of any given trade waste to sewer shall always be at the discretion of McKinlay Shire Council.

3. TRADE WASTE MANAGEMENT

Trade Waste discharges will be categorised according to the risk the discharge poses to the sewerage system.

For details of how individual trade waste generators will be assessed and managed refer to the Trade Waste Management Plan.

To minimise environmental harm; It may be necessary to install equipment to treat the trade waste before it is discharged into the sewer.

For customers installing 'off the shelf' devices such as grease traps, etc. only pre-treatment products that are listed on McKinlay Shire Council's approved pre - treatment devices register may be used without written consent. Refer to McKinlay Shire Council's Trade Waste Management Plan.

Date of Approval: 18/06/2024
Approved By: Council Resolution

Effective Date: 19/06/2024
Version: 3
Review Date: June 2027



Trade Waste Policy

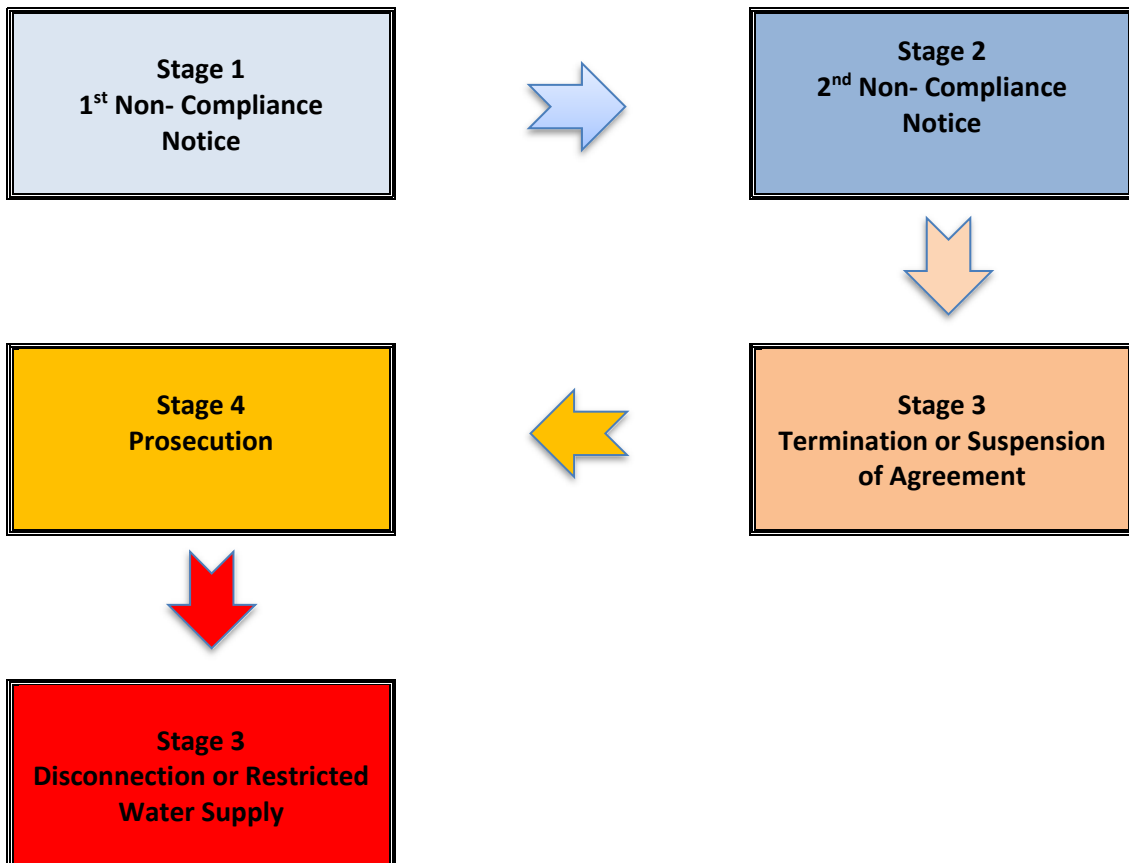
Suspension or Cancellation of Trade Waste Approval

Each of the following is a ground for the suspension or cancellation of a trade waste approval:

- The customer has contravened a condition of the approval;
- The customer has contravened a provision of the legislation (including this policy);
- The terms of the approval are no longer appropriate because the circumstances under which wastes are generated by the holder of the approval have significantly changed since the approval was given;
- Urgent action is necessary in the interests of public health or safety to prevent environmental harm or prevent damage to McKinlay Shire Council's sewerage system; and
- Where applicable, trade waste will be suspended or cancelled in accordance with the relevant legislation.

Penalties and Enforcement

A trade waste customer who is found to be non-compliant with their trade waste approval will be managed in accordance with the Trade Waste Enforcement Procedure by way of a 5- stage process.



Date of Approval: 18/06/2024
Approved By: Council Resolution

Effective Date: 19/06/2024
Version: 3
Review Date: June 2027



Trade Waste Policy

Trade Waste Charges and Fees

Trade waste charges and fees will be levied in accordance with McKinlay Shire Council's Schedule of Fees and Charges. The calculation of these fees is based on the pricing principle of 'user pays' and aims to recover the full costs of treating and disposing of trade waste.

4. POLICY SCOPE

This Trade Waste Policy is intended to provide information about McKinlay Shire Council's trade waste management approach to:

- Any person (trade waste generator) intending to discharge a trade waste into McKinlay Shire Council's sewerage network.
- An owner of a premises where trade waste is being discharged into McKinlay Shire Council's sewerage network.
- Environmental regulators of McKinlay Shire Council's systems.
- McKinlay Shire Council staff; and
- Liquid waste carriers who discharge waste to McKinlay Shire Council's sewerage system.

5. RELEVANT LEGISLATION

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Water Act 2000*
- *The Sewerage Code of Australia*
- *Plumbing and Drainage Act 2018*
- *Plumbing and Drainage Regulation 2019*
- *Public Health Act 2005*
- *Work Health and Safety Act 2011*
- *Work Health and Safety Regulation 2011*
- *Environmental Protection Act 1994*

6. GENERAL REQUIREMENTS

Trade Waste Sizing – Grease and Oil Arrestors

The requirements described in this policy are for the purpose of setting an acceptable level of controls and guidelines that are applicable for the McKinlay Shire Councils Sewer Network and its Treatment process.

This policy will apply to all new or replacement grease and oil arrestors installed and connection to the McKinlay Shire's sewerage system after 11th of December 2019.

Date of Approval: 18/06/2024
Approved By: Council Resolution

Effective Date: 19/06/2024
Version: 3
Review Date: June 2027



Trade Waste Policy

Requirements

For new or replacement grease and oil arrestors the minimum size is **1000L** and the maximum size is **5000L**.

Where constraints exist, McKinlay Shire Council may, at its sole discretion, provide written consent to modify the arrestor sizing if a request and justification is made in writing by a qualified hydraulic consultant or other suitably qualified person representing the applicant.

- Grease and oil arrestors must be sized to provide a minimum of one-hour retention at peak hourly trade waste flow.
- The peak hourly trade waste flow should be calculated using the total of the guideline flows attributable to each trade waste generating fixture (see over page).
- Alternative peak hourly flow estimates may be accepted where a qualified hydraulic engineer attests to the peak flow and design (thereby providing a performance guarantee for the system design and taking responsibility for any failure to meet sewer acceptance criteria).
- Where tenancy occupiers are unknown (i.e. new set of shops), the minimum grease arrestor sizing requirements are as follows:
 - Minimum grease arrestor capacity allocation for the 1st connected tenancy is **1000L**, and
 - Minimum grease arrestor capacity allocation for each additional tenancy shown as connected to trade waste is **500L**, unless the applicant provides documentation with submitted hydraulic plans justifying an alternative pre-treatment allowance.

Existing non-compliant grease and oil arrestors need not be replaced retrospectively, except where (at our discretion) the system is causing a Negative impact on Council's Sewerage Network.

Correct arrestor sizing based on peak hourly flow

McKinlay Shire Council's method of sizing allows a minimum of one-hour detention within the arrestor based on estimated peak hourly trade waste flows.

To estimate the peak hourly trade waste flow within a trade waste generating area, sum the peak hourly flow allowances (from the table below) for all fixtures draining from the relevant area.

We will accept calculations made using this method without any additional attestation or justification by your hydraulic consultant.

FIXTURE/FITTING TYPE	PEAK HOURLY FLOW ALLOWANCE
Bain Marie - water heated	Use maximum capacity of the apparatus x 3
Bin wash	Install in-floor self-closing dry bucket arrestor trap Installation of a grease arrestor is not required
Floor waste / bucket trap / grated strip drain	50L/hr. for every 50m ² of floor area, or part thereof Add allowance for any listed connected apparatus

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Trade Waste Policy

Sealed floor waste gully	0L/hr. Add allowance for any listed connected apparatus
Cleaners' sink	30L/hr.
Dishwasher - tunnel feed*	Use manufacturer's peak flow rate per hour x 3
Dishwasher - large (>1 outlet) *	Use manufacturer's peak flow rate per hour x 3
Dishwasher – medium (upright)*	300L/hr.
Dishwasher – small (under bench) *	150L/hr.
Glass washer - tunnel feed	Use manufacturer's peak flow rate per hour x 3
Glass washing machine	150L/hr.
Grease canopy (water cleaned)	50L/hr.
Hand basin	30L/hr.
Ice cream machine soft serve	60L/hr.
Laboratory sink (commercial or research lab)	50L/hr.
Laboratory sink (educational facility)	22L/hr.
Noodle cooker	100L/hr.
Potato peeler (large commercial application)	Use manufacturer's peak flow rate per hour x 3
Potato peeler (small kitchen application)	100L/hr.
Rotisserie rack	100L/hr.
Steamer Roast Oven / Combi Oven	1000L + 40 L/hour per rack. 3000L grease arrestor minimum size for high use Combi ovens (i.e. supermarkets, fast food chains)
Electric or gas /steamer cooker / kettle	200L/hr.
Sink - utility / pot per outlet connected separately to drain (greater than 300mm)	300L/hr.
Sink – single bowl (depth up to and including 300mm)	150L/hr.
Sink – double bowl (depth up to and including 300mm fixture pair connection)	300L/hr.
Trough up to 4 taps	40L/hr.
Trough greater than 4 taps	Refer to trade waste section for advice
Tundish- condensate (refrigerator / freezer condensate)	3L/hr.
Tundish- other (except refrigerator condensate)	10L/hr. Add allowance for any listed connected apparatus
Wok burner –dry	30L/hr. per water arm
Wok burner –wet	Use manufacturer's peak flow rate per hour x 3

Example calculation

The following table describes a trade waste generating area with typical fixtures draining to a grease arrestor:

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Trade Waste Policy

Example Information Schedule (required on hydraulic plans with grease or oil arrestors)

Arrestor No.	Tenancy	Business Type	Fixtures	Qty	Peak Hourly Trade Waste Flow (L/hr.) ¹	Arrestor Capacity (L) ²
BW2635	1	Takeaway	Floor waste (50m2)	1	50	
			Hand basin Double	1	30	
			bowl sink Cleaner's	2	600	
			sink	1	30	
			Total		710	

Notes about example:

1. Peak hourly flows are obtained from this guideline.
2. Total of peak hourly flows for fixtures is 710L/hour, but minimum arrestor capacity is 1000L.
3. When using this McKinlay Shire Council Utilities endorsed method, it is not necessary to make any additional allowances.

The use of Standard Trade Waste Fractions by ANZSIC Code is not an applicable method for sizing of arrestor system within the MSC as water usage is not currently recorded on a user pays system.

Maintenance requirements

Grease and oil arrestor maintenance conditions are written into the trade waste approvals/agreements as they are required.

In general, Council applies the following pre-treatment maintenance requirements for arrestors:

The unit must be adequately sized, the grease and oil arrestors must be serviced to meet the manufacturer's recommendations or as described below:

Grease arrestors:

- At least once every 13 weeks unless otherwise specified within your trade waste approval.

Oil-silt arrestors:

- Triple interceptor types - at least once every 12 months unless otherwise specified in your trade waste approval.
- Plate separator types – at the frequency specified by the manufacturer (as a minimum) unless otherwise specified in your trade waste approval.
- Oil-silt water separation systems must be visually inspected on a routine basis for system leaks and trade waste effluent quality. There must be no free-floating mineral oil or hydrocarbon product discharged to sewer. Any free-floating debris in the system must be manually removed on a routine basis and disposed of in accordance with legislative requirements.

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Trade Waste Policy

More frequent servicing may be a condition of the Trade Waste Approval and If you have a pre-existing arrestor with a treatment capacity less than 550 litres, you may be required to:

- have the unit serviced at an increased frequency (determined by us on a site by site basis and recorded on the trade waste approval);
- have a dry basket arrestor (strainer) with a fixed screen or an automatic closing mechanism that prevents discharge to sewer when the basket/strainer is removed, installed in all connected sink and floor drains.

Responsibility for maintenance

- As a trade waste approval holder, you must undertake maintenance and keep records on your grease and oil arrestor in line with your trade waste approval's conditions.

Pre-treatment Infrastructure in multiple tenancies

Where a commercial property is divided into multiple tenancies (such as a premises with separate areas used as individual tenancies), the trade waste approval is issued to the property owner. The person responsible for maintaining grease and oil arrestors used or shared by the tenancies is the property owner.

We will send non-compliance notices for inadequate servicing to the approval holder.

Pre-treatment infrastructure in a Community Title Scheme (CTS)

Within a CTS, the trade waste approval is issued to the owner of the lot upon which the trade waste is generated. The lot owner, as the approval holder, is responsible for maintaining grease and oil arrestors on their lot.

The person responsible for maintaining grease and oil arrestors located within CTS common property is determined by the origin of the trade waste:

- 1) Where the trade waste originates from a lot (other than common property) the lot owner holds the approval and is responsible for maintenance of the arrestor to which the owner's waste discharges. This may require the approval holder to broker maintenance arrangements with the body corporate or other lot owners (in the case of shared infrastructure) but responsibility remains with the approval holder.
- 2) Where the trade waste originates from the common property (e.g. for a bin wash or cooling tower) the body corporate identified on the community management statement for the CTS will hold the trade waste approval and is responsible for maintenance of the arrestor to which the waste discharges.

In all cases, Council will send non-compliance notices for inadequate servicing of pre-treatment infrastructure located within a CTS lot to the approval holder.

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Trade Waste Policy

Important notes

- 1) Grease, fat, mineral oil, hydrocarbon products, residual wastes and regulated wastes that are removed from grease and oil arrestors must not be discharged into Council's Sewerage Network.
- 2) The use of authorised trade waste additives, such as bacterial cultures and enzymes, in grease traps and sewer pipes cannot be used as a **substitute** for **regular maintenance**.
- 3) Arrestors under this form of treatment **must** continue to be regularly serviced by the complete evacuation method at a frequency determined by negotiation.
- 4) If failure to maintain your arrestor causes interference to Council's Sewerage Network (e.g. sewer blockage or odour) or causes a public health risk, you may be subject to enforcement action and possible cost recovery claims.

Onsite Sewerage Treatment Facilities

Council's has responsibility under its governing Legislation, via Act's, Regulations and authorities to undertake actions for the benefit of the public and the members of this community.

Council is the responsible body for the receipt of On-Site Sewerage Treatment installation and modification applications, the assessment on sizing, suitability, and disposal systems being planned or utilised.

Council as the regulatory authority for these types of Treatment Systems Council requires full disclosure of the trade waste components of the installation or modification to the on-site system. Any installation or modification to a On-Site Sewerage or Grey Water Treatment System must be registered with Council and the works must be undertaken by a Qualified and Licenced person or contractor holding the correct endorsements for the works.

In general the Council will utilise the option for self-monitoring of the operational performance of a On-Site system.

The requirements and volumes and the (parameters to be monitored) can be part of the systems approve and assessment.

Self-monitoring requirements:

Self-monitoring is the sampling and analysis of nominated parameters within the trade waste discharge of a premises by the trade waste producer.

Self-monitoring programs are the responsibility of trade waste producer and conformance to the codes and standards is the owner of the arrestor responsibility.

The trade waste risk classification for the premises will be determined using the risk assessment methods described in the Trade Waste Environmental Management Plan. The higher the risk the more self-monitoring is required.

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Trade Waste Policy

7. RESPONSIBILITY

The McKinlay Shire Council is responsible for the adoption, amendment and repeal of this Policy, and the Chief Executive Officer and his delegates is responsible for the development and amendment of any associated procedures and guidelines relevant to the Policy.

8. REVIEW

It is the responsibility of the Director of Engineering Environment & Regulatory Services to monitor the adequacy of this policy and recommend appropriate changes.

This policy will be formally reviewed every three years or as required by Council.

This Policy is to remain in force until otherwise amended/repealed by resolution of Council.

Date of Approval: 18/06/2024
Approved By: Council Resolution

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Review Date: June 2027



6.4 Subject: Off Premises Liquor License - Julia Creek Roadhouse
Attachments: Nil
Author: Environmental & Regulatory Services Team Leader
Date: 10th June 2024

Executive Summary:

This report addresses the request for a letter of support by Julia Creek Roadhouse to obtain an off-premises liquor license.

Recommendation:

That Council resolves to;

Approve Julia Creek Roadhouse to apply for an off-premises liquor license.

Background:

Julia Creek Roadhouse requested a support letter from Council to apply for an off-premises license to sell up to 1.5 litres of packaged wine, this matter was discussed at the April Council meeting. Council requested ERSTL enquire that there if there was a ceiling on liquor licenses issued to a municipality.

Liquor and Gambling Regulation revealed there is no limit to the amount of off premises licences that can be issued within a municipality.

It is considered the issuing of this licence would not affect future or current businesses wishing to obtain a liquor licence.

Consultation: Office of Liquor and Gambling Regulation, Council.

Legal Implications: Nil

Policy Implications: Nil

Financial and Resource Implications: Nil

InfoXpert Document ID: 131626



6.5 Subject: Development Application 2023-24__09 – AA company Pty Ltd c/- Epic Environmental
Attachments 6.6 Decision Notice
Author: Environmental & Regulatory Services Team Leader
Date: 10th June 2024

Executive Summary:

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

Due to regulatory timeframes the decision notice was required to be issued to the applicant by 30th May 2024. As the development application proposal is for the next stage of irrigated agriculture farming on Lyrian Station. Council has indicated support of Lyrian Station through approval of the first stage and given the regulatory timeframes, the Chief Executive Officer issued the Decision Notice on 31st May 2024.

Recommendation:

That Council resolve to confirm and endorse the action of the Chief Executive Officer in issuing the Decision Notice for the next stage of the AA company application Material Change of Use (MCU) Operational Works Development Permit. Stage 2 for a Utility Installation (water storage facility) and associated earthworks on Lot 1 on TD1 & Lot 1 and 2 on TD4 located on Lyrian Station Taldora Qld 4823, In accordance with the conditions detailed in the Decision Notice.

Background:

AA Company Pty Ltd c/- Epic Environmental have made an application to Council for a Material Change of Use (MCU) Operational Works Development Permit for Stage 2 for a Utility Installation (water storage facility) and associated earthworks on Lot 1 on TD1 & Lot 1 and 2 on TD4 located on Lyrian Station Taldora Qld 4823.

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

The development triggered a referral by SARA which was determined on 09th May 2024.

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

- Planning Act 2016
- Vegetation Management Act 1999 & Vegetation Management Regulation 2012
- Water Act 2000
- Water Plan (Gulf) 2007



Ordinary Meeting of Council 18th June 2024

- Water Supply (Safety and Reliability) Act 2008
- North West Regional Plan 2010
- McKinlay Shire Planning Scheme 2019

Consultation: (internal/External):

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

Legal Implications:

Compliance with the following legislation;

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

Policy Implications:

Nil

Financial and Resource Implications:

Nil

InfoXpert Document ID: 131629

4 June 2024

A.A. COMPANY PTY LTD
C/- EPIC ENVIRONMENTAL PTY LTD
PO BOX 587
BRISBANE QLD 4001

DECISION NOTICE

Planning Act 2016

This **decision notice** is issued pursuant to the *Planning Act 2016* and is associated with a development application seeking a development permit for a Material Change of Use (Utility Installation (Water harvesting for irrigation)) and Operational Works (associated earthworks). The development application was assessed and **approved in full subject to conditions**. The decision date being 31st May 2024.

The following application details are provided:

DEVELOPMENT APPLICATION DETAILS

Application Reference No.	2023-24_09
Applicant Details	A. A. Company Pty Ltd C/- Epic Environmental Pty Ltd Contact: Jaclyn Hadfield PO Box 587, Brisbane QLD 4001 P. 0400 566 276 E. jhadfield@epicenvironmental.com.au
Development Type	Development Permit – Material Change of Use Development Permit – Operational Works
Development Proposal	Utility Installation (Water harvesting for irrigation) and associated earthworks
Site Address	Lyrian Station, TALDORA QLD 4823
Real Property Description	Lot 1 on TD1 and Lots 1 & 2 on TD4
Level of Assessment	Assessable Development – Code Assessable
Assessment Benchmarks	<i>Planning Act 2016</i> <i>Planning Regulation 2017</i> North West Regional Plan 2010 McKinlay Shire Planning Scheme 2019

	<ul style="list-style-type: none"> Operational works code
Applicants Reference	NA

DEEMED APPROVAL

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

CONDITIONS OF APPROVAL

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

REFERRAL AGENCIES

Based on the common material included in the lodged development application, it was determined that referral was required to the referral agencies identified in the table below, which occurred on or around the **26 March 2024**.

Referral Agency	Referral Trigger (<i>Planning Regulation 2017</i>)
Department of State Development, Infrastructure, Local Government and Planning (State Assessment and Referral Agency) North and North West Regional Office Level 4, 445 Flinders Street, TOWNSVILLE QLD 4810 PO Box 5666, TOWNSVILLE QLD 4810 P. (07) 4758 3423 E. NQSARA@dsdmip.qld.gov.au	Clearing native vegetation - Schedule 10, Part 3, Division 4

A copy of the referral agency response is attached.

ASSESSMENT BENCHMARKS/REASONS FOR DECISION

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

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

- The *Planning Act 2016*
- The *Planning Regulation 2017*
- State Planning Policy 2017
- North West Regional Plan 2010
- The McKinlay Shire Council Planning Scheme 2019
 - Rural zone code
 - General development code
 - Operational works code

CURRENCY PERIOD

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

RIGHTS OF APPEAL

The rights of an applicant to appeal to a tribunal or the Planning and Environment Court against a decision about a development application are set out in chapter 6, part 1 of the *Planning Act 2016*. For particular applications, there may also be a right to make an application for a declaration by a tribunal (see chapter 6, part 2 of the *Planning Act 2016*).

Appeal by an applicant

An applicant for a development application may appeal to the Planning and Environment Court against the following:

- the refusal of all or part of the development application
- a provision of the development approval
- the decision to give a preliminary approval when a development permit was applied for
- a deemed refusal of the development application.

An applicant may also have a right to appeal to the Development tribunal. For more information, see schedule 1 of the *Planning Act 2016*.

Appeal by a submitter

A submitter for a development application may appeal to the Planning and Environment Court against:

- any part of the development application for the development approval that required impact assessment
- a variation request.

The timeframes for starting an appeal in the Planning and Environment Court are set out in section 229 of the *Planning Act 2016*.

An extract from the *Planning Act 2016* that sets down the applicant's appeal rights and the appeal rights of a submitter is attached.

Should you have any queries please do not hesitate to contact Jason Brady, Environmental and Regulatory Services Team Leader on (07) 4746 7132.

Yours faithfully,



Trevor Williams
Chief Executive Officer

SCHEDULE OF CONDITIONS

ASSESSMENT MANAGER CONDITIONS OF APPROVAL

Development Permit

Code Assessable Material Change of Use (Utility Installation (Water Storage Facility))

Code Assessable Operational Works (Associated Earthworks)

Approved Plans and Documentation

- The development is to occur generally in accordance with the supporting plans and reports/documents reference in the table below and as attached, except where conditions of approval dictate otherwise.

Plan Title	Plan No. and Revision	Date
Gulf Irrigation Project (Plan)	UAW-2022 Concept 20015-401, A1	6/2/2023
Report/Document		
Flinders River Flood Assessment, prepared by ODHydrology, dated April 2022		
Ecological Assessment Report – Lyrian Station, prepared by Epic Environmental, dated 27 November 2023		

General

- The proposed development is to comply with all conditions of approval prior to commencement of use, unless stated otherwise.
- The developer shall bear the cost of all alterations necessary to public utility mains, services or installations necessitated by this approval with all works being undertaken to Council standard.
- The developer must notify council in writing upon the commencement of works and again upon completion of works.
- Prior to commencement of use, the developer is to provide council with RPEQ certification (of an equivalent form of certification as agreed to in writing by council) that the works have been completed in compliance with these conditions of approval.

Erosion and Sediment Control

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

Health and Safety

7. Waste generated from the development is to be appropriately stored to avoid environment harm and disposed of at a designated waste collection area.
8. Waste water from the development is not to be discharged to a waterway.
9. A protective fencing or other suitable mitigation measures are taken to ensure water retaining structures are made safe.
10. The development must ensure no ponding develops on adjacent land at any time.

Access, Manoeuvring and Parking

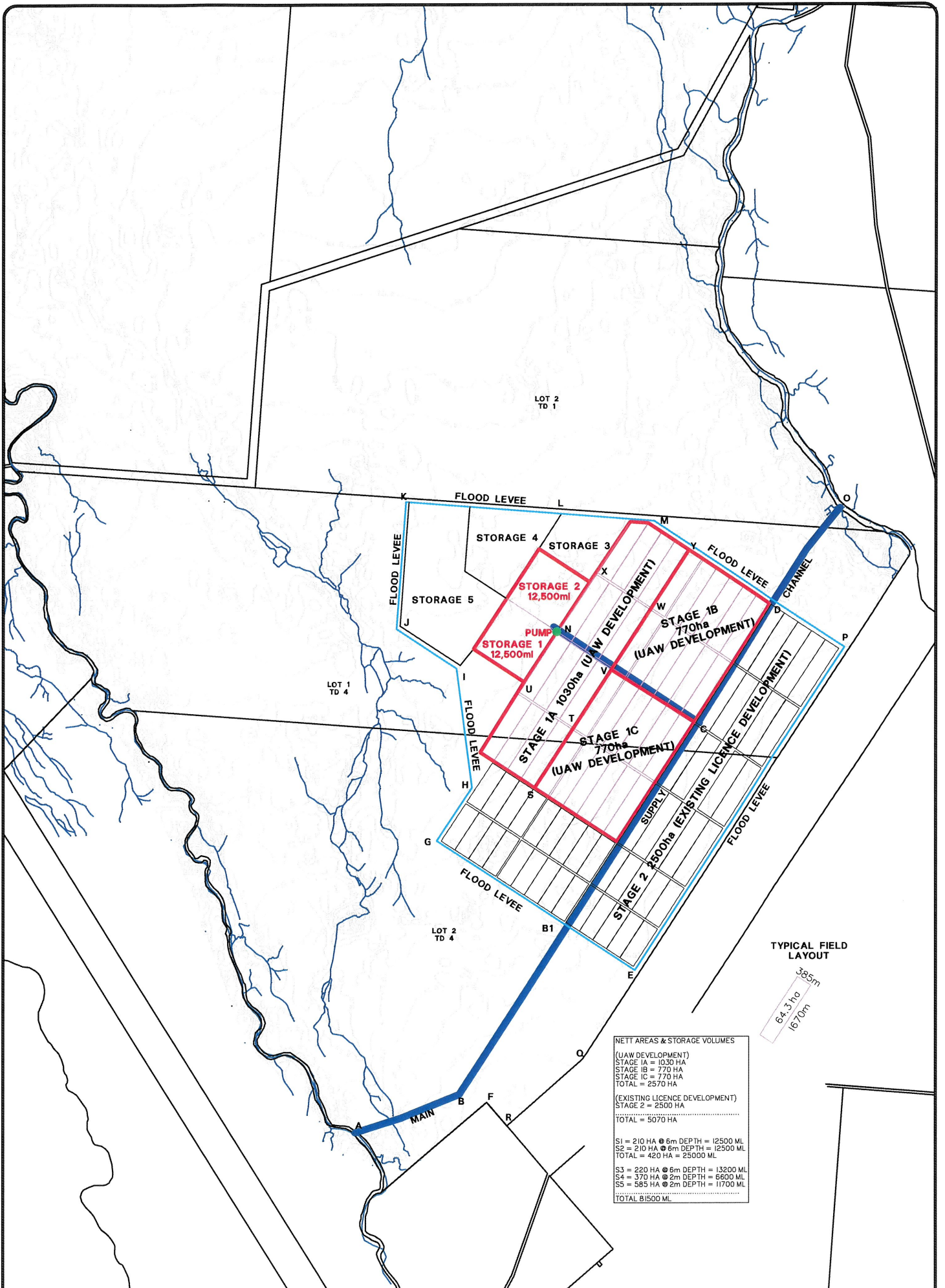
11. Any new vehicle crossovers, driveways, car parks and manoeuvring areas are designed in accordance with:
 - AS2890.1 – Parking Facilities;
 - AS2890.1 – Accessible (Disabled) Parking; and
 - Austroads AP-34/95 – Design Vehicles and Turning Path Templates.
12. Any new invert crossing(s) and driveways are clear of all gully pits, street lights, power poles and other infrastructure located within the road reserve with a minimum separation distance of 1m.

Infrastructure and Services

13. Where applicable, stormwater drainage is provided in accordance with:
 - Pilgrim, DH, (ed)., Australian Rainfall & Runoff – A Guide to Flood Estimation, Institution of Engineers, Australia, Barton, ACT, 1987.

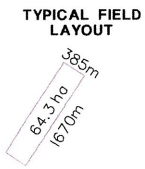
Advice

1. Council would like to advise the applicant that provisions of the Aboriginal Cultural Heritage Act 2003 and the Queensland Heritage Act 1992 may apply to this development.
2. The developer/owner must demonstrate compliance with all conditions of approval prior to obtaining a certificate of classification for the use of any new buildings.
3. The developer may still require approval for plumbing and drainage works, building works or other works under other relevant legislation prior to commencement of works.



NETT AREAS & STORAGE VOLUMES

(UAW DEVELOPMENT)	
STAGE 1A	1030 HA
STAGE 1B	770 HA
STAGE 1C	770 HA
TOTAL	= 2570 HA
(EXISTING LICENCE DEVELOPMENT)	
STAGE 2	2500 HA
TOTAL	= 5070 HA
S1	210 HA @ 6m DEPTH = 12500 ML
S2	210 HA @ 6m DEPTH = 12500 ML
TOTAL	= 25000 ML
S3	220 HA @ 6m DEPTH = 13200 ML
S4	370 HA @ 2m DEPTH = 6600 ML
S5	585 HA @ 2m DEPTH = 11700 ML
TOTAL	61500 ML



AACO
SMK QLD
 Goondiwindi - Brisbane - Gold Coast - Toowoomba - Gatton
 Phone: (07) 4671 2446 Email: aaco@smkqld.com.au

GULF IRRIGATION PROJECT (GIP)
 "LYRIAN" DEVELOPMENT STAGE 1
 LOTS 1 & 2 TD4 & LOT 2 TD1

20015
 SCALE Horiz 1:40000
 Surveyor J.J. 6/7/2003 9:46AM

A1
 UAW-2022
 CONCEPT
 20015-401



SARA reference: 2403-39711 SRA
Council reference: 2023-24-09

9 May 2024

Chief Executive Officer
Mckinlay Shire Council
PO Box 177
Julia Creek QLD 4823
reception@mckinlay.qld.gov.au

Attention: Jason Hadfield

Dear Jason

SARA referral agency response – Lyrian Station, Taldora

(Referral agency response given under section 56 of the *Planning Act 2016*)

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 26 March 2024.

Response

Outcome:	Referral agency response – with conditions
Date of response:	9 May 2024
Conditions:	The conditions in Attachment 1 must be attached to any development approval
Advice:	Advice to the applicant is in Attachment 2
Reasons:	The reasons for the referral agency response are in Attachment 3

Development details

Description:	Development permit	Material Change of Use for Utility Installation (Water harvesting for irrigation) and Operational Works for clearing native vegetation
SARA role:	Referral agency	
SARA trigger:	Schedule 10, Part 3, Division 4, Table 3, Item 1—Material Change of Use that involves clearing native vegetation (Planning Regulation 2017)	

SARA reference: 2403-39711 SRA
Assessment manager: McKinlay Shire Council
Street address: Lyrian Station, Taldora
Real property description: Lot 2 on TD1; Lot 1 on TD4; Lot 2 on TD4
Applicant name: A. A. Company Pty Ltd
Applicant contact details: 95 North Quay, Level 17
Brisbane QLD 4001
jhadfield@epicenvironmental.com.au

Human Rights Act 2019 considerations: Consideration of the *Human Rights Act 2019* sections 15 to 37 has been undertaken as part of this decision. It has been concluded that this decision does not limit human rights.


Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (s.30 Development Assessment Rules). Copies of the relevant provisions are in **Attachment 4**.

A copy of this response has been sent to the applicant for their information.

For further information please contact Rebecca Carpenter, Principal Planner, on 0734527652 or via email DAAT@dasilgp.qld.gov.au who will be pleased to assist.

Yours sincerely



Anna McGrath
Executive Director

cc A. A. Company Pty Ltd, jhadfield@epicenvironmental.com.au

enc Attachment 1 - Referral agency conditions
Attachment 2 - Advice to the applicant
Attachment 3 - Reasons for referral agency response
Attachment 4 - Representations about a referral agency response provisions
Attachment 5 - Documents referenced in conditions

Attachment 1—Referral agency conditions

(Under section 56(1)(b)(i) of the *Planning Act 2016* the following conditions must be attached to any development approval relating to this application) (Copies of the documents referenced below are found at Attachment 5)

No.	Conditions	Condition timing
Operational works – Clearing of native vegetation		
Schedule 10, Part 3, Division 4, Table 3, Item 1—Material Change of Use that involves clearing native vegetation —The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of Department of Resources to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following condition(s):		
1.	Clearing of vegetation must: <ol style="list-style-type: none"> a) only occur within area A (Part A¹- A³) as shown on the attached: <ol style="list-style-type: none"> i. Vegetation Management Plan, prepared by Queensland Government, reference VMP 2403 -39711 SRA, Sheet 1, Version 1 ii. Attachment to Vegetation Management Plan VMP 2403 - 39711 SRA, Derived Reference Points for GPS. 	

Attachment 2—Advice to the applicant

General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> , its regulation or the State Development Assessment Provisions (SDAP) (version 3.0). If a word remains undefined it has its ordinary meaning.

Attachment 3—Reasons for referral agency response

(Given under section 56(7) of the *Planning Act 2016*)

The reasons for the SARA's decision are:

The proposed development can comply with State code 16: Native vegetation clearing and the matters stated in Schedule 10, Part 3, Division 4 of the Planning Regulation 2017, if carried out generally in accordance with the recommended condition. Specifically, the proposed development minimises and avoids clearing to conserve vegetation, avoid land degradation, avoid biodiversity loss and maintains ecological processes.

Material used in the assessment of the application:

- the development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- the SDAP (version 3.0), as published by SARA
- the Development Assessment Rules
- SARA DA Mapping system
- section 58 of the *Human Rights Act 2019*

Attachment 4—Representations about a referral agency response provisions

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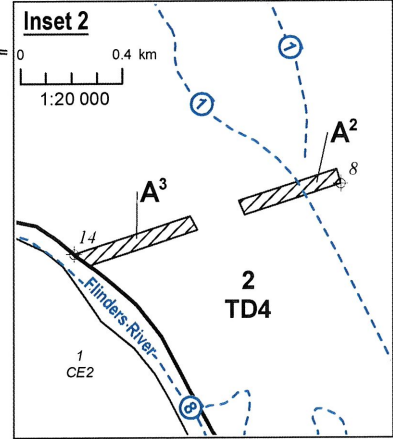
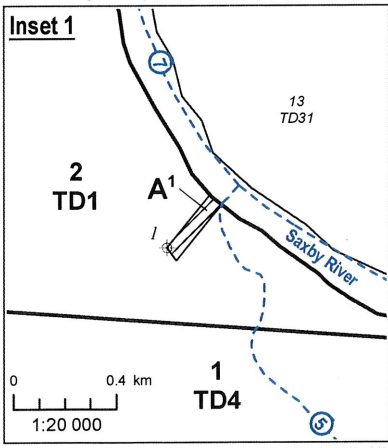
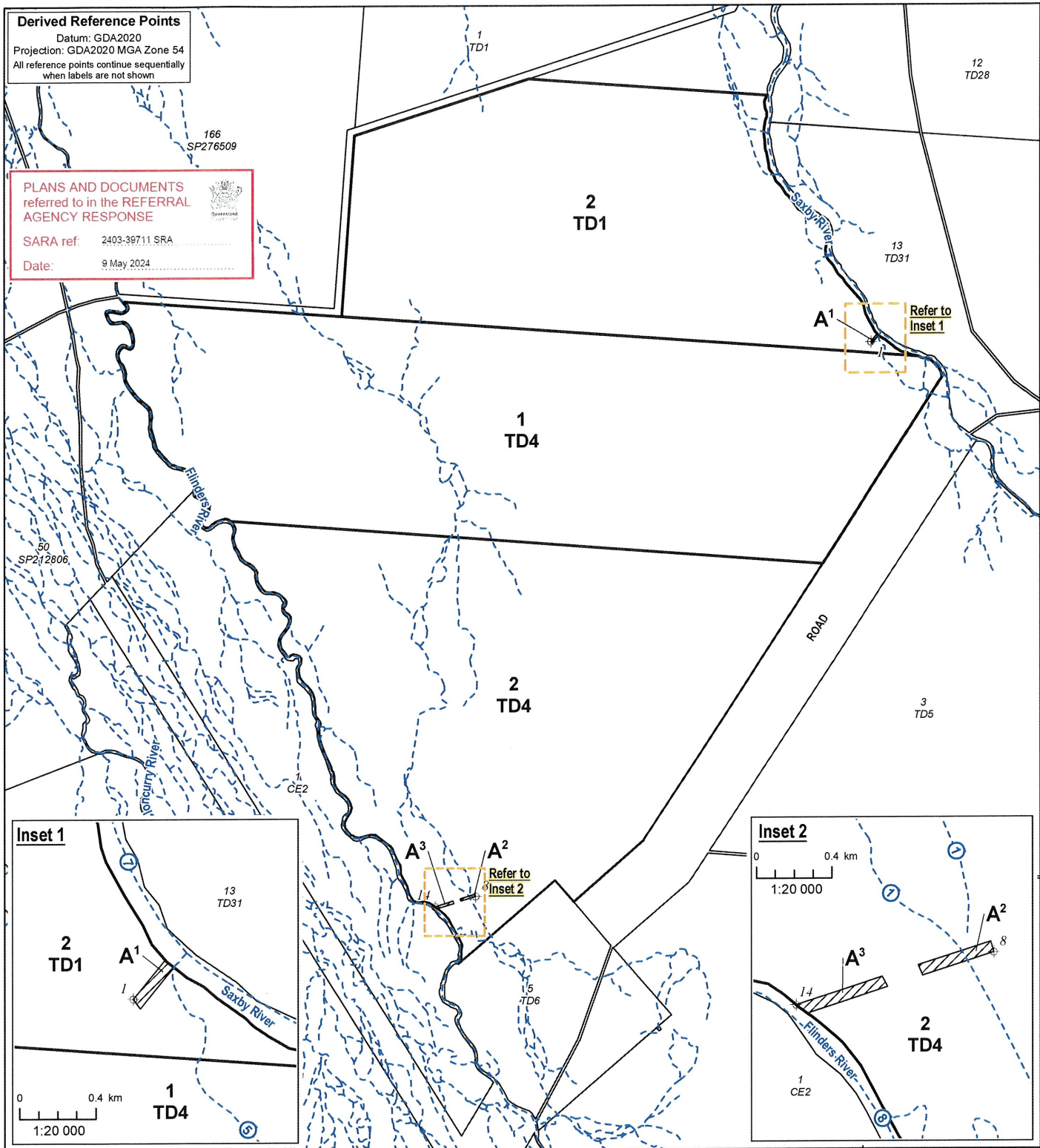
Attachment 5—Documents referenced in conditions

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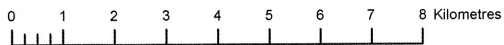
Derived Reference Points
 Datum: GDA2020
 Projection: GDA2020 MGA Zone 54
 All reference points continue sequentially when labels are not shown

PLANS AND DOCUMENTS referred to in the REFERRAL AGENCY RESPONSE

SARA ref: 2403-39711 SRA
 Date: 9 May 2024



1:100 000 @ A3 paper size



Projection: GDA2020 MGA Zone 54 Datum: GDA2020

Notes: Derived Reference Points are provided to assist in the location of area boundaries. Responsibility for locating these boundaries lies solely with the landholder.

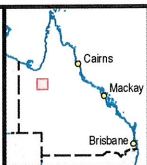
Watercourse and drainage feature locations shown on the Vegetation Management Plan are derived from the certified Vegetation Management Watercourse and Drainage Feature Map. These alignments are approximate only and require ground truthing to identify the exact location of the watercourse or drainage feature.

The property boundaries shown on this plan are APPROXIMATE ONLY. They are NOT an accurate representation of the legal boundaries.

This plan must be read in conjunction with conditions attached to 2403-39711 SRA

LEGEND

- Derived Reference Start Points (see attachment)
- Subject Lot(s)
- Area A - Clearing Permitted
- Watercourse and/or drainage feature (Stream order label)



Vegetation Management Plan

Plan of Area A (Parts A¹ - A³) in Lot 2 on Plan TD1, Lot 1 on Plan TD4, and Lot 2 on Plan TD4



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VMP
2403-39711 SRA
 Sheet 1 of 1

Note: This is a colour map and must be reproduced in colour

Version: 1

eLVA Case ID: 2024/001847

Development Assessment Rules—Representations about a referral agency response

The following provisions are those set out in sections 28 and 30 of the Development Assessment Rules¹ regarding **representations about a referral agency response**

Part 6: Changes to the application and referral agency responses

28 Concurrence agency changes its response or gives a late response

- 28.1. Despite part 2, a concurrence agency may, after its referral agency assessment period and any further period agreed ends, change its referral agency response or give a late referral agency response before the application is decided, subject to section 28.2 and 28.3.
- 28.2. A concurrence agency may change its referral agency response at any time before the application is decided if—
- (a) the change is in response to a change which the assessment manager is satisfied is a change under section 26.1; or
 - (b) the Minister has given the concurrence agency a direction under section 99 of the Act; or
 - (c) the applicant has given written agreement to the change to the referral agency response.²
- 28.3. A concurrence agency may give a late referral agency response before the application is decided, if the applicant has given written agreement to the late referral agency response.
- 28.4. If a concurrence agency proposes to change its referral agency response under section 28.2(a), the concurrence agency must—
- (a) give notice of its intention to change its referral agency response to the assessment manager and a copy to the applicant within 5 days of receiving notice of the change under section 25.1; and
 - (b) the concurrence agency has 10 days from the day of giving notice under paragraph (a), or a further period agreed between the applicant and the concurrence agency, to give an amended referral agency response to the assessment manager and a copy to the applicant.

¹ Pursuant to Section 68 of the *Planning Act 2016*

² In the instance an applicant has made representations to the concurrence agency under section 30, and the concurrence agency agrees to make the change included in the representations, section 28.2(c) is taken to have been satisfied.

Part 7: Miscellaneous

30 Representations about a referral agency response

30.1. An applicant may make representations to a concurrence agency at any time before the application is decided, about changing a matter in the referral agency response.³

³ An applicant may elect, under section 32, to stop the assessment manager's decision period in which to take this action. If a concurrence agency wishes to amend their response in relation to representations made under this section, they must do so in accordance with section 28.



7.0 COMMUNITY SERVICES



Subject: 7.1 Community Services Monthly Report

Attachments: Nil

Author: Community Services Team Leader

Date: 10th June

Executive Summary:

Council is presented with the monthly Community Services report, which provides an overview of the operations for the month: **May 2024**.

Recommendation:

That Council receives the Community Services monthly report for May 2024.

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

Economic Development

Council has welcomed back Georgia Crocker in a part-time role as Council’s Economic Development Officer. Below is an overview of current projects being undertaken and their status to date.

Project	Details	Status
Economic Development Strategy	<ul style="list-style-type: none"> Completed Community Consultation and online survey Provided feedback and survey results on the draft background paper to Department of State Development 	<ul style="list-style-type: none"> Awaiting updated draft of Background Paper from State Development
McKinlay Shire Business Directory	<ul style="list-style-type: none"> Currently updating McKinlay Shire’s business directory for publication on our website 	<ul style="list-style-type: none"> Due for completion by end of June 2024
Critical Minerals Queensland Round Table	<ul style="list-style-type: none"> Currently working with Critical Minerals Queensland to put together their 2024 event in Julia Creek 	<ul style="list-style-type: none"> Event is scheduled for 2 July 2024 More details to come
Recruitment Video	<ul style="list-style-type: none"> Currently have a Request for Quote out in the market. Have received some quotes. 	<ul style="list-style-type: none"> Will complete filming in 2024 – ideally coinciding with an event.
Recruitment Booklet	<ul style="list-style-type: none"> Currently updating Council’s recruitment booklet 	<ul style="list-style-type: none"> Will complete by July 2024
NWQROC Liveability Project	<ul style="list-style-type: none"> Filming completed in Julia Creek in April 2024 Currently working with WinkPR on other digital content for this project 	<ul style="list-style-type: none"> Delivery by NWQROC expected by end of 2024.



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<p>Business Grants / Dedicated Business Contact List</p>	<ul style="list-style-type: none"> • Currently compiling list of dedicated business grants, workshops and training. • Currently compiling dedicated database of local business email addresses for targeted communication 	<ul style="list-style-type: none"> • Delivery expected by June 2024
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Julia Creek Caravan Park

May was a very busy month as the Park welcomed 1200 visitors which is an increase on last year's numbers. The park has been welcoming tourists from all over the country which bodes well for numbers remaining high for the remainder of the peak season. Monday night Bush Dinners for 2024 also began in May, with the Julia Creek Dirt and Dust Festival catering a total of 77 which was a great start to the season. There are a total of 14 dinners planned with the last scheduled for August 26.

JC Caravan Park Revenues May 2024

Type of service	MARCH revenues (inc GST)	Total	APRIL revenues (inc GST)	Total	MAY revenues (inc GST)	Total
Twin Single Units	\$6,355		\$7,505		\$4,560	
Powered Sites	\$6,739.15		\$16,420		\$28,371	
Self-Contained Cabins	\$19,265		\$19,955		\$19,030	
Unpowered Sites	\$350		\$1,360		\$1,790	
Sub Total	\$32,709.15		\$45,240		\$53,751	
Artesian Baths incl. salts	\$5,183		\$11,205		\$15,636	
McIntyre Park						
Laundry	\$134		\$669		\$505	
Long Term Stay/Storage						
Calculated Total	\$38,026.15		\$57,114		\$69,892	

JC Caravan Park Occupancy by Category May 2024

Type of Service	% Occupancy
Twin Single Units	88%
Cabin – 4 berth	96%
Cabin – 6 berth	93%
Unpowered site	20%
Powered Caravan site	65%
Powered camp site	28%

JC Caravan Park Artesian Bathhouse Usage May 2024

Type of Service	Number of bookings
Boundary Rider Huts	73
Replica Rainwater Tank Bathhouses	171



Library & Funeral Services

It has been a busy month at the Library with visits from the ELC children, the continuation of Friday Library activities with Julia Creek State School students and a visit aimed at providing information to individuals who provide care for family members. Our Librarian was also invited to do a book reading as part of simultaneous reading day which was well received by all children at JCSS.

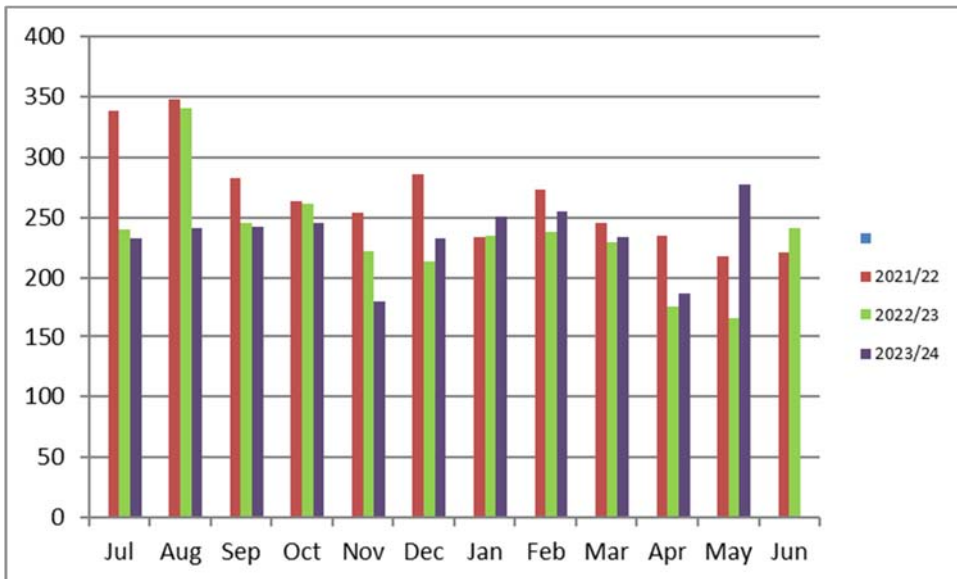
JC Library Memberships May 2024

Type of Membership	Total Membership
Adult	354
Junior	49
Institutions	2
Tourists	

JC Library Services Provided May 2024

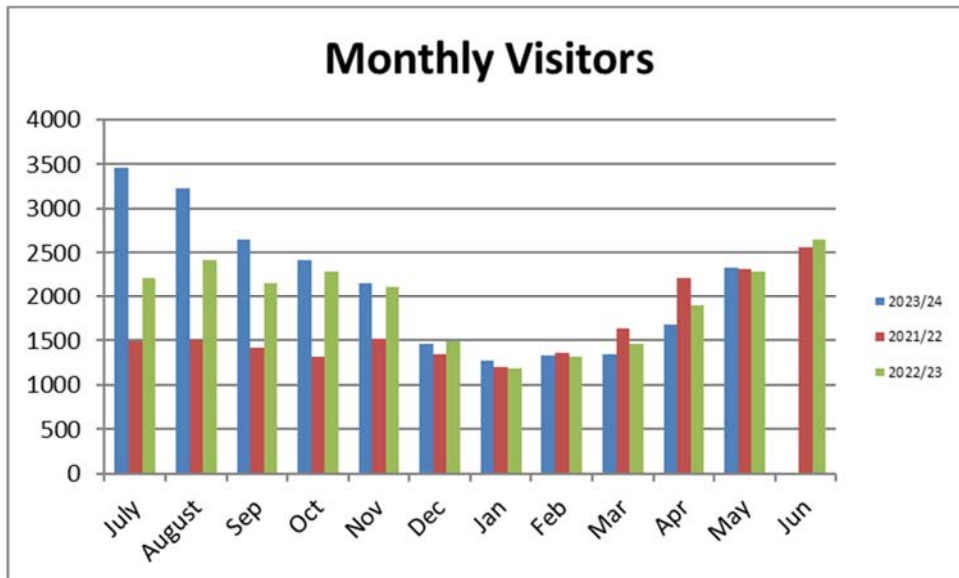
Services Provided	Total Amount
Reservations satisfied	13
Requests for books	26

JC Library Monthly Loans May 2024





JC Library Monthly Visitors May 2024



Tourism

Total Visitor Numbers for May 2024

There were 853 visitors to the Julia Creek Visitor Information Centre in May 2024 compared with 756 in May 2023.

Total Locals May 2024

There was a total of 2 local visitor to the Julia Creek Visitor Information Centre in May 2024 compared with 0 in May 2023.

Beneath the Creek Entries May 2024

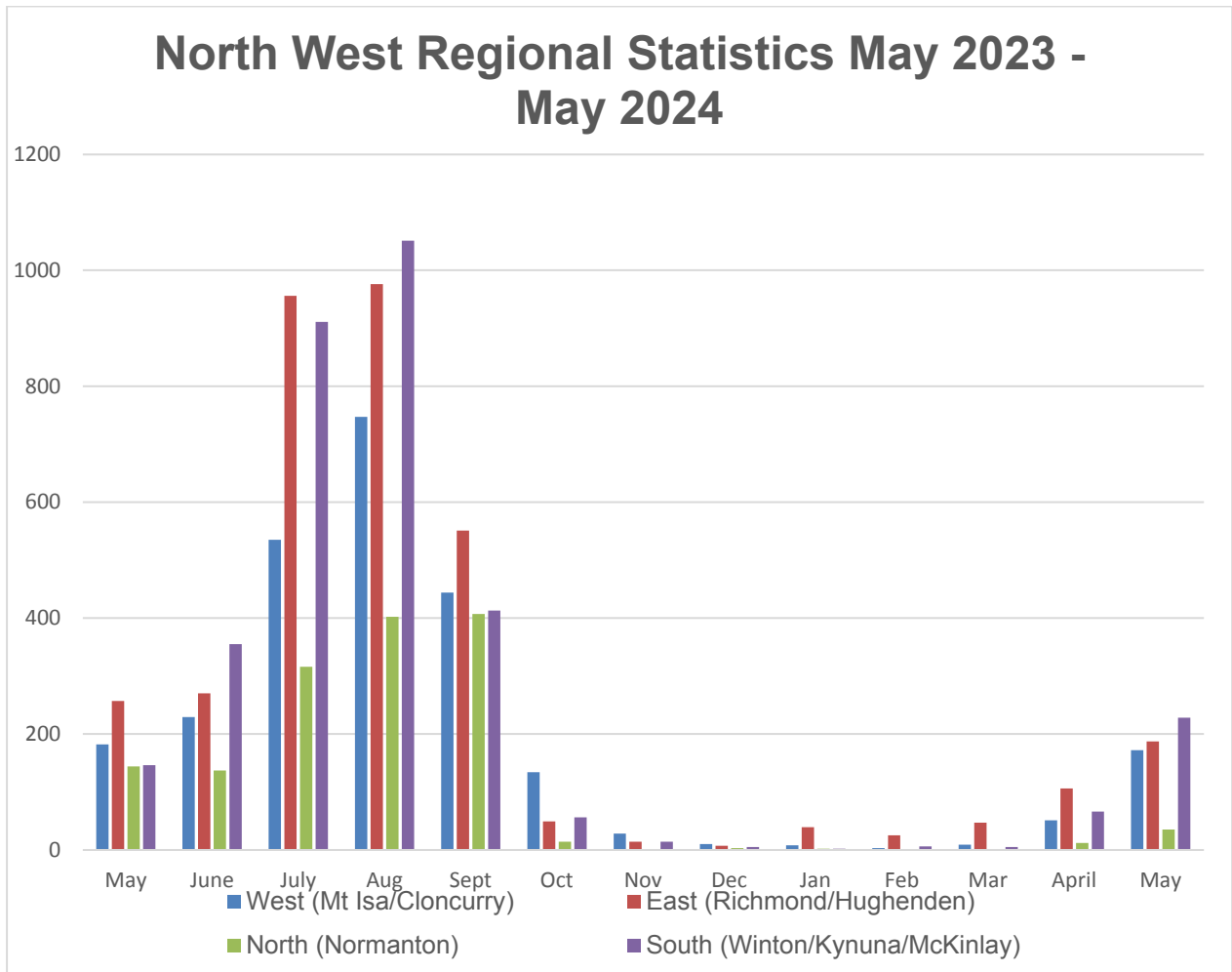
There was a total of 280 attendees at the Dunnart Feeding Experience in May 2024 compared with 276 in May 2023.

Virtual Reality Mustering Experiences May 2024

There was a total of 8 attendees who experienced the Virtual Reality Muster in May 2024.



North West Regional Statistics for May 2024



RV Site Permits May 2024

There were 128 RV Site permits issued in May 2024 compared with 176 in May 2023.

Social Media Figures May 2024

	Facebook Page Followers			Instagram Followers		
	Mckinlay Shire Council	Julia Creek VIC	Caravan Park	Mckinlay Shire Council	Julia Creek VIC	Caravan Park
May 1	8,030	5,925	8,664	1,178	3,928	1,318
May 30	8,038	5,962	8,759	1,182	3,959	1,334



Julia Creek Early Learning Centre

Achievements

May has been a very busy month for the centre. We have had 2 new children start and other bookings take up full time positions. We have had positive feedback from new families and visitors.

The Kinder group enjoyed visiting and watching the play the Twits and all groups of the centre enjoyed visits out in the community to the park, Corrina's cafe, council building, visiting the police at the road safety bike area and of course mother day morning tea.

This month's focus has been on smooth transitions and routine. The group has increased every month and we have been ensuring all children feel included and are reaching a safe environment. We have utilised the Kindy uplift funding to focus on Autism with an OT to receive a better understanding of how we can support children with autism.

Challenges / Issues for consideration

- Placements for staff studying their ECT have been challenging to deliver as both placements are due at the same time. One has had to reschedule placements until 2025. The Kindy Teacher's first placements will be done at the centre under the Director's supervision and an external ECT. That staff member will not be able to be counted in ratio for 20 days, however is allowed to opus placements back if there are days we need an extra staff. The challenge will fall on office duties as the Director will be on the floor.

Next Steps / Coming up.

- Astute consultation visit schedule for the week

Projects update

- Policy Review Meetings – Due to inconsistency in availability the policy meetings will be cancelled, staff will still revise policies and make changes every fortnight, policies are and will be signed off by all staff to ensure they have read and understand.
- Monthly QIP meetings begin in June.
- \$1,000 resource budget has been allocated to the service to purchase additional resources for the service. Resources have been purchased including 8 Kinder chairs to comply with compliance.
- The Early Childhood Education and Care Workforce Paid Practicum and Professional Development Grant has been approved, giving the centre two days of paid professional development total of \$2271.94
- Kindy uplift funding of \$5000.00 has been received, this is actioned for professional developments, resources for inclusion & subscription for Koori curriculum.



Astute consultation

Service Visit

23rd-24th May

Meetings

8th May - Policy meeting - focus on QA 3 & rest & sleep time training

15th- Professional development with Lizzie little legs OT - focussing on understanding Autism and how the brain connects differently. Funded through Kindy uplift grant

Operations

Occupancy

Occupancy remains steady with no new bookings for the month of May. We are currently not taking on any new bookings for Tuesday, Wednesday, Thursday, as we are fully booked, with one space extra for casual booking when staff are available.

No children exited from care this month.

May Occupancy

	Utilisation/Capacity	Waiting List	Occupancy %
Babies	30/92	3	32.61%
Toddlers	135/115	1	113.04 %
Kindy	218/253	1	80.07%

Waiting List* includes children not meeting age requirements.

Swimming Pool

TOTAL ENTRIES			
	Adult	Child	Total
Julia Creek	304	91	395



General Update

- This month the numbers are up I expect due to people travelling for the dry season.
- The equipment and pool pump is working well and the water quality is great.
- Splash park water quality is good
- Almost all of the visitors to the pool are tourists there are very few locals coming.

Sport & Recreation

After School Care:

The After School Activity (Term-2) which takes place on Tuesday, Wednesday, and Thursday. Activities on Tuesday take place in the CSA building and include board games/movie day. Wednesday focuses on ball games such as soccer, basketball, cricket etc. involving both skill instruction and game play held at Julia Creek State School. Some of the days on Wednesday's played T ball with kids where Kylie Burke helped in doing the activity. Thursday's activities involve racquet sports, primarily Tennis, and are conducted at Indoor Sports Centre. The Attendance for this month was good and around 123 children participated.

Daren Ginns Centre (Gym):

Daren Ginns Centre has been utilised by many members to achieve their fitness goals. Regularly doing maintenance and checking gym, vacuum the floor in gym centre if required, checking Tunstall alarm, ensuring all equipment can use and if not reporting it to Team leader, Community Services that needs attention. Apart from that most of the things in medical box in Daren Ginns Centre has been expired, so asked WHS officer to replace the medical box with new one.

Things need to be fixed in Daren Ginns Centre:

- Leg Curl Machine
- Lat Pull down Machine
- Automatic Light Sensor
- White Switch Board
- The first TV when you enter from gym centre is not working

Additionally, 200 FOB Tags for the Daren Ginns Centre gym have been ordered from ELK Security and have been received.

Community Sport:

Community sport has continued through Netball and Rugby. Netball is played usually on Tuesday at an indoor sports centre, with community members participating starting around 6:30 pm and Rugby is played by primary school children on Wednesday starting around 5:30 pm Kev Bannah Oval. These



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activities give the community an opportunity to connect positively with each other and have fun whilst completing individual fitness/physical activity goals.

Drama Performance:

Shake & Stir Theatre Co came to Julia on 23/05/2024 to deliver drama performance The Twists mainly for children. Three artists performed the drama performance, where it encourages children to treat others with love and care and learn the important message of respect and decency. The performance started at 10:00 am and went for around an hour which includes 50 mins drama performance and 10 mins Q&A. After that had a workshop for 30 mins, where mostly grade 3-6 children participated. The workshop contributed to entertaining children through activities like learning and enacting drama scenes, playing various games, and fostering self-confidence, creativity, and teamwork skills. For drama performance around 34 children participated from Julia Creek State School, whereas 8 kids participated from Early Learning Centre. Additionally, 20 children from grade 3-6 participated in workshop.

Indoor Sports Centre/Kev Bannah Oval:

The Indoor Sports Centre has continued to be of good usage by members of the community and groups visiting Julia Creek. The usage of equipment has also been highly frequent with many sports such as Basketball, Rugby, Tennis and Netball being frequent activities played in the facility. The Athletic Carnival which was about take place on 28th May in Kev Bannah Oval has been postpone to next month and will take place on 11th June. Most of the things in Harts medical kit in the sports shed has also been expired, so has been informed WHS officer to replace it.

Library:

Have continued walking the school children to the library from school during the afternoons.

ELC Activities:

The children from early learning centre engage with sports activities at the indoor sports centre. It goes for an hour and focuses on their gross motor skills, which includes running, jumping, catching, throwing, and kicking.

Julia Creek State School:

Have continued to took part and helped providing P.E lessons with HPE teacher at Julia Creek State School which usually goes for 2 hours from 11:10 am to 1pm on Fridays. On Friday 17th may game development officer from NRL came to Julia Creek Stae School to do activities with children, so have participated in those activities.

Community Health

CHSP Clients	Occasions of Service	Time Spent (hrs)
Nursing Care	40	21.25
Personal Care	5	1.5



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Other	--	--
TOTAL	45	22.75

Non-CHSP Clients	Occasions of Service	Time Spent (hrs)
Nursing Care	9	4.00
FLU clinic support	5	9.50
Other (meetings etc)	10	6.50
TOTAL	24	20.00

TRANSPORTS	Number of one-way journeys
CHSP Clients	4
Non-CHSP Clients	0
TOTAL	4

Meetings
MDT @ MPHS, Outback Futures, Uniting Care, Diabetes Australia MSC Community Services team, SGRM, Carer Gateway (NWRH)
Health Promotion
FLU vax 2024 campaign Visiting Health Services promoted through MSC (thanks Georgia C) Encouraging PHYSIO referrals (x2 done by CN this month)
General Business
As per MSC CEO, SGRM have money to spend on Mental Health First Aid training in our Shire. CN thinks unlikely to get good uptake if recent ASIST workshop attendance anything to go by ASIST workshop run over 2 days was really good! Shame we couldn't get more people to it. Really well structured, and well designed for non-clinical staff. Can thoroughly recommend it. Thanks to MSC for supporting its delivery and thanks to Denise Price and Sharyn Bunn for presenting it.

CHSP – Commonwealth Home Support Program

Events and Activities

All CHSP activities have re-commenced. Monday Games Wednesday Luncheons along with our regular Thursday shopping. Work camp are still doing the home maintenance for our CHSP clients and are doing a great job.

Statistics May 2024

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

Service Offered	Number of Clients
Transport	3 Two-way trips
Social Support	32 Visits
Personal Care	5 visits
Counselling/Support, Information and advocacy (client)	6 hours



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Shopping	5 trips
GAMES	5 attended (4 sessions)
Luncheon Wednesday Meal	5 Attended (4 sessions) meals (including morning tea)
Meals on Wheels	0 meals delivered
Community Nurse Visits	40 visits
Home Maintenance	18 lawns mowed 9 clients
Domestic Assistance	4 clients 25 visits
Pub Lunch	Nil
Clients Transported for Doctors Appointments	3 CHSP clients

Consultation: Directory Corporate & Community Services & Community Services Staff

Legal Implications: Nil

Policy Implications: Nil

Financial and Resource Implications:

InfoXpert Document ID: 131605



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7.2 Subject: Commonwealth Home Support Programme Fees Policy
Attachments: 7.2.1 Commonwealth Home Support Programme Fees Policy v2.2
Author: Community Services Team Leader
Date: 7th June 2024

Executive Summary:

Council approved and implemented the Commonwealth Home Support Programme Fees Policy v2.1 in January 2022. This policy has been reviewed, updated, and presented to Council for adoption.

Recommendation:

That Council adopt the updated Commonwealth Home Support Programme Fees Policy v2.2

Background:

In June 2018 Council endorsed its CHSP Fees Policy to ensure that each client, or prospective client, is provided with information (initially and on an ongoing basis) in a format appropriate to their needs to assist them to make support choices and gain an understanding of the support available to them and their rights and responsibilities.

The Policy principles address the issues of access, equity, affordability, user rights and privacy and ensure that fees generated by the CHSP are used efficiently and for the benefit of CHSP clients.

No changes have been made to the policy. The review date has been extended for a further two years.

Consultation:

Consultation was undertaken with Director Corporate Community Services and presented to June's Council Briefing Meeting.

Policy Implications:

Upon adoption this will revoke Commonwealth Home Support Programme Fees Policy v2.1.

Financial and Resource Implications:

Nil

InfoXpert Document ID: 131607



COMMONWEALTH HOME SUPPORT PROGRAMME FEES POLICY

1. POLICY PURPOSE

The National Guide to the Commonwealth Home Support Programme (CHSP) Client Contribution Framework requires service providers to develop their own Client Contribution arrangements and policy, following a set of principles which aims to ensure that those who can afford to contribute to the cost of their care do so, whilst protecting those most vulnerable. It is designed to support the financial sustainability of the CHSP whilst creating fairness and consistency in the way in which both new and existing clients contribute to the cost of their care.

2. AUTHORITY (LEGISLATION OR OTHER)

The Department of Social Services requires Commonwealth Home Support Programme service providers to set a publicly available client contribution policy.

3. SCOPE

Julia Creek CHSP ensures that each client, or prospective client, is provided with information (initially and on an ongoing basis) in a format appropriate to their needs to assist them to make support choices and gain an understanding of the support available to them and their rights and responsibilities.

The following Fees Policy principles address the issues of access, equity, affordability, user rights and privacy and ensure that fees generated by the CHSP are used efficiently and for the benefit of CHSP clients.

4. POLICY CONTENT

Principles

Clients have the right:

- To have their fees determined in a way that is transparent, accessible and fair;
- To receive invoices or financial summary that is clear and in a format that is understandable;
- To have their fees reviewed periodically and on request when there are changes to their financial circumstances;
- Not to be denied care and services because of their inability to pay a fee for reasons beyond their control.

Clients have the responsibility:

- To pay any fee as specified in the agreement or negotiate an alternative arrangement with the provider if any changes occur in their financial circumstances;
- To provide enough information for the approved provider to determine an appropriate level of fee.

Date of Approval: 18th June 2024
Approved By: Council Resolution

Effective Date: 1 July 2024
Version: 2.2
Review Date: June 2026

Fees & Charges Schedule

Fees charged for support services are set in accordance with the relevant fees policy (as above) and are revised annually in June for the next financial year. Current fee levels are shown in our Fees & Charges Schedule relating to:

- Meals on wheels
- Lunch at Fr Bill Busuttin Community Centre
- Transport
- Domestic assistance
- Personal care
- Home maintenance
- Social support – individual
- Social support – group (formerly centre based day care)
- Nursing care

Client Fees

The Director of Corporate & Community Services is responsible for monitoring fee and fee policy changes for the CHSP and for revising the information in this section of the Policies and Procedures and advising clients of the revisions.

Upon joining Julia Creek CHSP, the CHSP Coordinator undertakes a Fee Assessment based on the individuals circumstances and takes into consideration the following principles:

1. Inability to pay cannot be used as a basis for refusing a service to people who are assessed as requiring a service.
2. All clients assessed as having the capacity to pay are charged fees. This is done in accordance with a scale of fees appropriate to their level of income, amounts of services they use, and any changes in circumstances.
3. CHSP funded agencies charge the full cost of the service where clients are receiving, or have received, compensation payments intended to cover the cost of community care.
4. Clients with similar levels of income and service usage patterns should be charged equivalent fees for equivalent services.
5. Clients with high and/or multiple service needs are not to be charged more than a specified maximum amount of fees in a given period, irrespective of actual amounts of services used.
6. For purposes of this policy, solicited donations for services are equivalent to fees and are subject to all provisions of this policy.
7. Fees charged will not exceed the actual cost of service provision.
8. Fees are not to be charged in respect of services such as information, advocacy and friendly visiting.
9. The fee charged for a service is all-inclusive and cover all material used in delivery of the service.
10. Fee collection is administered efficiently and the cost of administration is less than the income received from fees.
11. The revenue from fees is used to enhance and/or expand CHSP services.

Date of Approval: 18th June 2024
Approved By: Council Resolution

Effective Date: 1 July 2024
Version: 2.2
Review Date: June 2026

12. Procedures for the determination of fees, including assessment criteria, are clearly documented and publicly available (in the Client Handbook).
13. Procedures for the determination and collection of fees take into account the situation of special needs groups.
14. Assessment of a person's capacity to pay fees is as simple and unobtrusive as possible, with any information obtained treated confidentially.
15. Consumers and their advocates have the right of appeal against a given fee determination.

Fee Guidelines

Support with a partial or full exemption from the CHSP fees policy

Fees are not charged for information, advisory and advocacy services, and review services, or individual social support services. Standard fees apply to Meals (home or centre), and Transport services. Where clients only receive these supports, an income assessment is **not** required.

Fee Reduction

Council recognises that some clients have a limited capacity to pay for support; however, the payment of a fee for service by clients who have the capacity to pay is endorsed. People who are assessed as being in need of support are eligible to receive support, regardless of their capacity to pay.

In assessing clients' ability to pay for support the following applies:

- Clients can nominate whether they wish to be considered for a fee reduction. Clear guidelines are available to indicate the circumstances where a fee reduction might be appropriate. In such circumstances, the clients may be asked to complete a Fee Reduction Form.
- To assist clients, their general household circumstances are determined (whether they live alone, are part of a couple or family living together, live in a household of unrelated people or are in some other circumstance).
- The CHSP Coordinator takes into account any exceptional and unavoidable expenses the client may have, such as high pharmaceutical expenses.
- The CHSP Income Assessment Form is completed by the client, or their representative. It may be left with the client for completion and collection at a later date or completed at the time of the initial visit. When completed, the original is retained by us in the clients file. The client may request a copy.
- The client is given clear instructions about whose income is to be assessed (single, or couple).
- Information obtained about a client's income is treated as private and confidential.
- Clients are asked to advise us within 30 days of any significant changes in circumstances which may alter their status in relation to the payment/non-payment of fees.
- In cases of hardship or where clients request assistance, the fee can be waived. Clients are advised and reassured that support will not be refused or withdrawn if they are unable to pay the fee.
- Clients are advised of the result of their application for a fee reduction within 15 working days from the date of lodgement.
- The Director of Corporate & Community Services makes the decision.

Clients in receipt of other CHSP support

Date of Approval: 18th June 2024
Approved By: Council Resolution

Effective Date: 1 July 2024
Version: 2.2
Review Date: June 2026

Where a client is in receipt of support from other CHSP funded services and their total income is less than twice the Age Pension, negotiations with the Manager(s) of the other service(s) occur (with the client's permission) to ensure that the client is not required to pay more than 20% of their income for the support provided.

Compensable client

Clients who are applying for a compensation payment that may cover all or part of their community care costs follow the usual fee assessment process and are charged the appropriate fees for their level of compensation. We liaise with the client's legal representative regarding the unit cost of services up to the point of a compensation settlement. At the point of settlement, any monies designated for community care costs will be recovered directly by us, less fees already paid. Support delivered after compensation settlement is charged at the amount determined in the compensation package. If not specific amount has been identified, clients are charged as per their assessed income.

Property

All equipment, purchased by Council and provided to support the client remains the property of our organisation, are recorded on an equipment register by the relevant Home Care Worker and are maintained by Council. Equipment hired or purchased for the client as part of the package (and paid for by the package) will remain the property of the client once the package ceases to be provided. The client is responsible for the maintenance and repair of equipment.

Reporting

Grant agreement obligations include a requirement for providers to report the dollar amount collected from client contributions.



8.0 CORPORATE SERVICES



Subject: Corporate Services May 2024 Report
Attachments: Nil
Author: Director Corporate & Community Services

Executive Summary:

The Corporate Services Report as of 31 May 2024 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 May 2024.

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:

Depreciation applied in the period causing expenditure to have a substantial increase.



INCOME STATEMENT SUMMARY

	Actuals	Variance	YTD Budget	Full Year Budget
Total Income	34,599,883	76%	45,573,780	49,716,851
Total Expenses	(15,397,235)	89%	(17,212,410)	(18,777,174)
Net Result	19,202,648	68%	28,361,371	30,939,677
Less Capital Revenue	25,794,458	83%	30,923,518	33,734,747
Operating Result (excl. Capital	\$ (6,591,810)	257%	\$ (2,562,148)	\$ (2,795,070)

STATEMENT OF FINANCIAL POSITION

	2024 Actuals	2023 Actuals
Current Assets	25,402,010	36,004,751
Total Non-Current Assets	288,992,212	260,040,953
Total Assets	314,394,222	296,045,704
Total Current Liabilities	4,784,085	5,638,214
Total Non-Current Liabilities	174,462	174,461
Total Liabilities	4,958,547	5,812,675
Net Community Assets	\$ 309,435,675	\$ 290,233,029
<i>Community Equity</i>		
Asset Revaluation Surplus	102,467,025	102,467,023
Retained Surplus	206,568,650	187,766,006
Total Community Equity	\$ 309,435,675	\$ 290,233,029

STATEMENT OF CASH FLOWS

	2023/24 Actuals	2022/23 Actuals
Cash Flows from Operating Activities	(1,223,777)	8,307,470
Receipts, Payments & Interest Received		
Borrowing Costs		
Cash Flows From Investing Activities	(8,169,911)	20,011
Payments and Proceeds for PPE		
Capital Income		
Cash Flows from Financing Activities	-	-
Loan Payments		
Net increase (decrease) in cash held	(9,393,688)	8,327,481
Cash at beginning of the financial year	32,712,590	24,385,109
Cash at the end of the period	\$ 23,318,902	\$ 32,712,590



Summary By Departments

Department	Revenue			Expenditure		
	Actuals	%	Budget	Actuals	%	Budget
Infrastructure & Works	26,704,873	83%	32,229,711	8,021,341	81%	9,930,000
Governance & Partnerships	-	0%	-	753,808	84%	895,782
Corporate Services	5,288,365	43%	12,283,415	1,686,393	88%	1,926,401
Economic Development	350,656	72%	486,500	899,295	78%	1,156,500
Community Services	1,587,861	40%	3,994,839	3,063,900	75%	4,109,229
Health Safety & Development	107,225	61%	174,848	526,674	81%	648,600
Environmental Management	560,903	102%	547,538	428,894	68%	626,212
	34,599,883	70%	49,716,851	15,380,305	80%	19,292,724

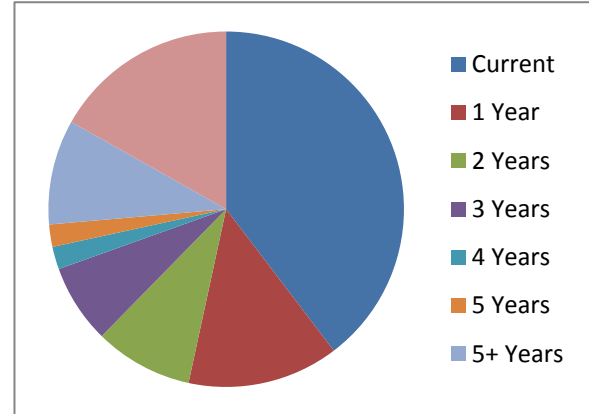
Capital Works Program 2023-2024 Version 2.0

	Actuals to date 2023-24	Adopted Amended Budget 2023-24	Grants/Other
Infrastructure & Works			
Roads	\$29,504,484	\$37,679,781	\$37,135,246
Wastewater	\$371,257	\$1,730,000	\$1,500,000
Water	\$249,332	\$426,782	\$227,594
Transport	\$2,101	\$340,000	\$300,000
Other	\$908,884	\$1,580,000	\$0
Subtotal	\$31,036,058	\$41,756,563	\$39,162,840
Environmental Management	Actuals		Grants/Other
Reserves	\$23,599	\$95,127	\$0
Subtotal	\$23,599	\$95,127	\$0
Community Services & Facilities	Actuals		Grants/Other
Community Buildings & Other Structures	\$1,964,073	\$3,273,052	\$3,117,952
Parks & Gardens	\$60,437	\$177,802	\$167,802
Council Housing	\$832,725	\$1,787,137	\$820,000
Subtotal	\$2,857,235	\$5,237,991	\$4,105,754
Corporate Services	Actuals		Grants/Other
Corporate Buildings & Other Structures	\$34,159	\$316,571	\$0
Other	\$11,014	\$40,000	\$0
Economic Development	\$259,517	\$475,000	\$475,000
Subtotal	\$304,690	\$831,571	\$475,000
Total	\$34,221,582	\$47,921,252	\$43,743,594



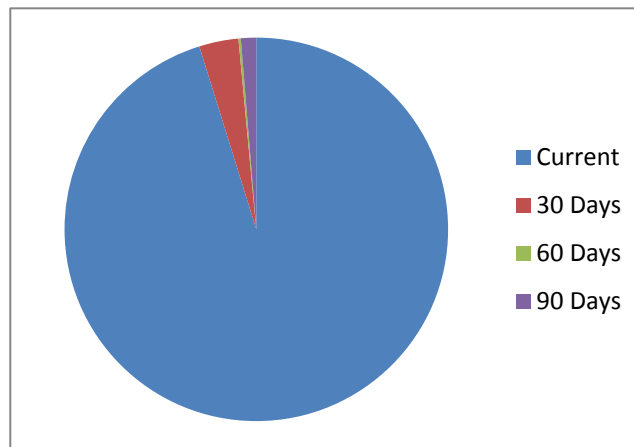
Outstanding Rates

	May-24	Apr-24
Current	41,379	56,320
1 Year	14,361	14,490
2 Years	9,333	9,333
3 Years	7,513	7,513
4 Years	2,153	2,153
5 Years	2,111	2,111
5+ Years	9,971	9,971
Interest	17,559	16,693
Total	104,380	118,585



Outstanding Debtors

Total	638,214.17
Current	607,552.80
30 Days	21,187.39
60 Days	1,226.10
90 Days	8,247.88



Consultation:

Legal Implications:

Policy Implications:

Financial and Resource Implications:

InfoXpert Document ID: 131606



Ordinary Meeting of Council Tuesday 18th June 2024

8.2 Subject: First, Second and Third Quarter Review of the 2023-2024 Operational Plan
Attachments: 2023-24 Operational Plan and Capital Works Program (*separate from Agenda*)
Author: Director Corporate & Community Services
Date: 20 May 2024

Executive Summary:

In accordance with *section 174 (3) of the Local Government Regulation 2012*, a written assessment of Council’s progress towards implementing the annual operational plan for the quarters July 2023 March 2024 is presented to Council.

Recommendation:

That Council accepts the quarterly review of the 2023-24 Operational Plan.

Background:

A summary is provided to Council of the preliminary operating surplus and the capital works program for the financial year 2023-2024:

INCOME STATEMENT SUMMARY				
	Actuals	Variance	YTD Budget	Full Year Budget
Total Income	32,767,383	88%	37,287,638	49,716,851
Total Expenses	(11,709,097)	83%	(14,082,881)	(18,777,174)
Net Result	21,058,286	91%	23,204,758	30,939,677
Less Capital Revenue	24,878,349	98%	25,301,060	33,734,747
Operating Result (excl. Capital Revenue)	\$ (3,820,063)	182%	\$ (2,096,303)	\$ (2,795,070)

Summary By Departments						
Department	Revenue			Expenditure		
	Actuals	%	Budget	Actuals	%	Budget
Infrastructure & Works	26,449,721	82%	32,229,711	5,599,944	56%	9,930,000
Governance & Partnerships	-	0%	-	646,041	72%	895,782
Corporate Services	4,206,753	34%	12,283,415	1,403,400	73%	1,926,401
Economic Development	202,503	42%	486,500	702,897	61%	1,156,500
Community Services	1,307,053	33%	3,994,839	2,572,683	63%	4,109,229
Health Safety & Development	60,855	35%	174,848	399,703	62%	648,600
Environmental Management	494,251	90%	547,538	343,966	55%	626,212



Ordinary Meeting of Council Tuesday 18th June 2024

32,721,136	66%	49,716,851	11,668,634	60%	19,292,724
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	Actuals to date 2023-24	Adopted Amended Budget 2023-24	Grants/Other	Percentage Complete
Infrastructure & Works				
Roads	\$28,833,156	\$37,679,781	\$37,135,246	77%
Wastewater	\$368,985	\$1,730,000	\$1,500,000	21%
Water	\$243,707	\$426,782	\$227,594	57%
Transport	\$2,101	\$340,000	\$300,000	1%
Other	\$908,915	\$1,580,000	\$0	58%
Subtotal	\$30,356,864	\$41,756,563	\$39,162,840	73%
Environmental Management	Actuals		Grants/Other	
Reserves	\$23,599	\$95,127	\$0	25%
Subtotal	\$23,599	\$95,127	\$0	25%
Community Services & Facilities	Actuals		Grants/Other	
Community Buildings & Other Structures	\$884,082	\$3,273,052	\$3,117,952	27%
Parks & Gardens	\$60,437	\$177,802	\$167,802	34%
Council Housing	\$734,376	\$1,787,137	\$820,000	41%
Subtotal	\$1,678,895	\$5,237,991	\$4,105,754	32%
Corporate Services	Actuals		Grants/Other	
Corporate Buildings & Other Structures	\$33,948	\$316,571	\$0	11%
Other	\$0	\$40,000	\$0	0%
Economic Development	\$202,402	\$475,000	\$475,000	43%
Subtotal	\$236,349	\$831,571	\$475,000	28%
Total	\$32,295,707	\$47,921,252	\$43,743,594	67%

The programs contained in the 2023-2024 Operational Plan are being delivered in accordance with the strategies and objectives outlined.

At this review stage, actual revenue and expenditure should be around the 75% benchmark, subject to the nature of the program.

Comments are provided in the attached document under each program area.

Consultation: (internal/External)

- Corporate Services Team Leader
- Director of Environment, Regulatory Services and Engineering

Legal Implications:

In accordance with *section 174 (3) of the Local Government Regulation 2012.*

Policy Implications:

Nil

Financial and Resource Implications:

Nil

InfoXpert Document ID: 131569

Infrastructure & Works

Corporate Plan Program & Strategies: Engineering Services

Program: 1. Engineering Administration

1.1	Roads to Recovery (R2R)		
<i>Type:</i>	Revenue - Capital Grant		
Accountability:	Engineering & Works		
Budget:	Budget Revenue	\$700,484	Budget Expenditure \$0
Actuals:		\$682,608	
Percentage of completion:		97%	
Description:	Receive capital grant from the Australian Federal Government, Department of Infrastructure, Transport, Regional Development and Communications for road infrastructure as eligible in the Roads to Recovery Procedures. Expenditure on the R2R projects are completed through Council's Capital Works program.		
Comments:	Quarterly reports submitted and funding received on the basis of planned forward works.		
1.2	Transport Infrastructure Development Scheme (TIDS)		
<i>Type:</i>	Revenue - Capital Grant		
Accountability:	Engineering & Works		
Budget:	Budget Revenue	\$565,000	Budget Expenditure \$0
Actuals:		\$0	
Percentage of completion:		0%	
Description:	Capital Grant received from the Queensland Government Department of Transport and Main Roads to allocate to Shire roads as per the McKinlay Road Strategy Report. Expenditure on the TIDS projects are completed through Council's Capital Works program.		
Comments:	No TIDS claims submitted to date.		
1.3	Other Roads Capital Grants		
<i>Type:</i>	Revenue - Capital Grant		
Accountability:	Engineering & Works		
Budget:	Budget Revenue	\$262,500	Budget Expenditure \$0
Actuals:		\$165,768	
Percentage of completion:		63%	
Description:	Funding through the Queensland Resilience and Risk Reduction (QRRRF) program to install culverts on the Yorkshire road.		
Comments:	Progress funding payments received for 2 QRRRF projects. Final payment for QRRRF 2020/21 project (Dalgonally/Millungera) and initial payment made for the Yorkshire Rd project.		
1.4	Other Grants		
<i>Type:</i>	Revenue - Capital Grant		
Accountability:	Engineering & Works		
Budget:	Budget Revenue	\$236,000	Budget Expenditure \$0
Actuals:		\$225,610	
Percentage of completion:		96%	

Operational Plan 2023/24 Version 2

Description:	Funding through the Building Our Regions program to deliver Asset Management Planning for water and sewer infrastructure			
Comments:	Final payment for the Asset Management Planning funding received from the BOR program following submission of completion report.			
1.5	Engineering Program			
Type:	<i>Expenditure - Operational Costs</i>			
Accountability:	Engineering & Works			
Budget:	Budget Revenue	\$0	Budget Expenditure	\$500,000
Actuals:				\$200,122
Percentage of completion:				40%
Description:	Management of the General Engineering Operations function within McKinlay Shire Council. Engineering Operations consist of Works Department Administration wages, Works Supervision, Staff Training, Consultancy Services, Asset Management and other expenses required to operate the Engineering function of Council.			
Comments:	Engineering Services Team positions maintained and program operations on track. Internal recoveries exceeding expectations, therefore actual expenditure less than anticipated.			
1.6	McKinlay Shire Depot			
Type:	<i>Expenditure - Operational/Maintenance Costs</i>			
Accountability:	Engineering & Works			
Budget:	Budget Revenue	\$0	Budget Expenditure	\$250,000
Actuals:				\$172,656
Percentage of completion:				69%
Description:	Manage and maintain Depots located at Julia Creek and McKinlay. Expenditure consists of general repairs and maintenance and general operations; phones, electricity, rates, insurance.			
Comments:	Julia Creek & McKinlay depots being maintained, expenditure inline with budget.			

Program: 2. Roads and Maintenance

2.1	Financial Assistance Grant (FAGS) Road Component			
Type:	<i>Revenue - Operating Grant</i>			
Accountability:	Engineering & Works			
Budget:	Budget Revenue	\$1,517,111	Budget Expenditure	\$0
Actuals:		\$56,497		
Percentage of completion:		4%		
Description:	Operational Grant received from the Queensland Government Department of Local Government for general purposes and roads. Maximise funding through the provision of accurate data supplied to the Local Government Grants Commission.			
Comments:	Routine quarterly payments being received, anticipate that an advance payment of the 2024/25 allocation will be received which will elevate the revenue.			
2.3	Routine Maintenance to McKinlay Shire Road Network			
Type:	<i>Expenditure - Operational/Maintenance Costs</i>			
Accountability:	Engineering & Works			
Budget:	Budget Revenue	\$0	Budget Expenditure	\$1,100,000
Actuals:				\$706,347

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Percentage of completion:				64%
Description:	Implement maintenance and inspection schedule for the McKinlay Shire rural road network including grading and culvert maintenance.			
Comments:	Shire Road maintenance undertaken on a number of roads including, Gilliat/McKinlay, Alisona, Ardbrin, Punchbowl, Taldora, Yorkshire, Lyrian/Doravale, Nelia/Bunda, Cannington, Cooradine and Nelia/Minnamere.			
2.4	Shire Roads Signage Directional and Advisory			
Type:	<i>Expenditure - Operational/Maintenance Costs</i>			
Accountability:	Engineering & Works			
Budget:	Budget Revenue	\$0	Budget Expenditure	\$40,000
Actuals:				\$11,495
Percentage of completion:				\$0
Description:	Management of all road signs on the McKinlay Shire road network; repairs and replacements.			
Comments:	Repairs and replacement of shire road signs completed as necessary.			
2.5	Town Streets			
Type:	<i>Expenditure - Operational/Maintenance Costs</i>			
Accountability:	Engineering & Works			
Budget:	Budget Revenue	\$0	Budget Expenditure	\$400,000
Actuals:				\$222,224
Percentage of completion:				56%
Description:	Implement maintenance and inspection schedule to perform maintenance works and cleaning of town streets located in Julia Creek, McKinlay, Kynuna and Nelia			
Comments:	Streets of townships maintained within budget.			
2.6	Wet Weather			
Type:	<i>Expenditure - Operational Costs</i>			
Accountability:	Engineering & Works			
Budget:	Budget Revenue	\$0	Budget Expenditure	\$5,000
Actuals:				\$0
Percentage of completion:				0%
Description:	Wet Weather Expenses provision to be utilised for all outdoor staff when all other avenues of works to complete during wet weather are exhausted.			
Comments:	Budget not required to date.			

Program: 3. Flood Damage Shire Roads

3.1	Disaster Recovery Funding Arrangements (DRFA)			
Type:	<i>Revenue - Recoverable Fees and Operational/Maintenance Costs</i>			
Accountability:	Engineering & Works			
Budget:	Budget Revenue	\$25,102,741	Budget Expenditure	\$0
Actuals:		\$23,797,541		
Percentage of completion:		95%		
Description:	Delivery of Disaster Recovery Funding Arrangements DRFA works on the Shire owned roads network. Finalise the 2022 DRFA program and carry out the 2023 and 2024 DRFA works in accordance with the funding agreement from the Queensland Reconstruction Authority. Expenses captured in the Capital Works program.			

Comments: Progressive claims being made on a monthly basis for the 2022 program.

Program: 4. Airport

4.1	Airport				
Type:	Revenue & Expenditure - User Fees and Operational/Maintenance Costs				
Accountability:	Engineering & Works				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$36,500</td> <td>Budget Expenditure</td> <td>\$170,000</td> </tr> </table>	Budget Revenue	\$36,500	Budget Expenditure	\$170,000
Budget Revenue	\$36,500	Budget Expenditure	\$170,000		
Actuals:	<table border="1"> <tr> <td></td> <td>\$36,352</td> <td></td> <td>\$100,490</td> </tr> </table>		\$36,352		\$100,490
	\$36,352		\$100,490		
Percentage of completion:	<table border="1"> <tr> <td></td> <td>100%</td> <td></td> <td>59%</td> </tr> </table>		100%		59%
	100%		59%		
Description:	Maintain and operate the Julia Creek Airport facility. Maintain grounds and buildings and other general operations of the Julia Creek Airport. Collect revenue as per Fees and Charges Schedule				
Comments:	Fees being collected in accordance with the Fees & Charges schedule. Maintenance and general operations continued within budget.				

Program: 5. Flood Warning Infrastructure

5.1	Flood Warning Infrastructure				
Type:	Expenditure - Operational/Maintenance Costs				
Accountability:	Engineering & Works				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$0</td> <td>Budget Expenditure</td> <td>\$10,000</td> </tr> </table>	Budget Revenue	\$0	Budget Expenditure	\$10,000
Budget Revenue	\$0	Budget Expenditure	\$10,000		
Actuals:	<table border="1"> <tr> <td></td> <td></td> <td></td> <td>\$5,171</td> </tr> </table>				\$5,171
			\$5,171		
Percentage of completion:	<table border="1"> <tr> <td></td> <td></td> <td></td> <td>52%</td> </tr> </table>				52%
			52%		
Description:	Maintain and operate the Flood Warning Infrastructure at McKinlay River, Sedan Dip, Seymour's Gap and Toorak Stn.				
Comments:	Annual subscription paid for the connectivity of the sites.				

Program: 6. Plant and Workshop Operations

6.1	Diesel Fuel Rebate				
Type:	Revenue - Receive Rebate Income				
Accountability:	Engineering & Works				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$30,000</td> <td>Budget Expenditure</td> <td>\$0</td> </tr> </table>	Budget Revenue	\$30,000	Budget Expenditure	\$0
Budget Revenue	\$30,000	Budget Expenditure	\$0		
Actuals:	<table border="1"> <tr> <td></td> <td>\$35,217</td> <td></td> <td></td> </tr> </table>		\$35,217		
	\$35,217				
Percentage of completion:	<table border="1"> <tr> <td></td> <td>117%</td> <td></td> <td></td> </tr> </table>		117%		
	117%				
Description:	Claim diesel fuel rebate from the Australian Taxation Office. Submit the eligible rebate claims monthly via the Business Activity Statement as per the Diesel Fuel Rebate Scheme.				
Comments:	Quarterly claims being made for the Diesel Fuel rebate through the BAS.				
6.2	Plant Program				
Type:	Revenue & Expenditure - User Fees and Operational/Maintenance Costs				
Accountability:	Engineering & Works				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$5,000</td> <td>Budget Expenditure</td> <td>\$1,350,000</td> </tr> </table>	Budget Revenue	\$5,000	Budget Expenditure	\$1,350,000
Budget Revenue	\$5,000	Budget Expenditure	\$1,350,000		
Actuals:	<table border="1"> <tr> <td></td> <td>\$827</td> <td></td> <td>\$936,669</td> </tr> </table>		\$827		\$936,669
	\$827		\$936,669		
Percentage of completion:	<table border="1"> <tr> <td></td> <td>17%</td> <td></td> <td>69%</td> </tr> </table>		17%		69%
	17%		69%		

Description:	Management of Council's Workshop and routine inspections, services and repairs to Council's Plant and Equipment. Provide plant hire to external parties. Charge external parties plant hire as per the hire charges. Fees to be paid either before hire or invoiced upon credit application approval.		
Comments:	Hire fees collected as per fees and charges, Shire plant maintained for operational use.		
6.3	Plant Hire Recoveries		
Type:	<i>Recoverables</i>		
Accountability:	Engineering & Works		
Budget:	Budget Revenue	\$0	Budget Expenditure (\$1,500,000)
Actuals:			(\$1,050,682)
Percentage of completion:			70%
Description:	Council to recover costs for usage of Plant and Equipment. Recoup plant costs as hire charges against activities to cover all maintenance, depreciation and operating costs.		
Comments:	Plant being costed to jobs utilised in to ensure maximum plant hire recoveries being recouped.		

Program: 7. Recoverable Works

7.1	Road Maintenance Performance Contract (RMPC)		
Type:	<i>Revenue & Expenditure - Maintenance Contract Recoverable Works</i>		
Accountability:	Engineering & Works		
Budget:	Budget Revenue	\$1,641,000	Budget Expenditure \$1,641,000
Actuals:		\$799,431	\$765,791
Percentage of completion:		49%	47%
Description:	Implement the RMPC program in accordance with the contract submitted and agreed by both Council the Department of Transport and Main Roads, to undertake routine maintenance on the state highways - Wills Development Road, Flinders Highway and the Julia Creek to Kynuna Road.		
Comments:	RMPC works continue on an ongoing basis with monthly progress claims being made for works carried out.		
7.2	Main Roads Recoverable Works		
Type:	<i>Revenue & Expenditure - Contract Recoverable Works</i>		
Accountability:	Engineering & Works		
Budget:	Budget Revenue	\$0	Budget Expenditure \$0
Actuals:			\$50,698
Percentage of completion:			#DIV/0!
Description:	No identified projects for 2023-24		
Comments:	No planned works for this year, however due to the flooding event early in the calendar year works have been carried out on behalf of TMR.		
7.3	Cannington / Toolebuc Road		
Type:	<i>Revenue & Expenditure - Maintenance Contract Recoverable Works</i>		
Accountability:	Engineering & Works		
Budget:	Budget Revenue	\$445,000	Budget Expenditure \$445,000

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Actuals:				\$113,188
Percentage of completion:				25%
Description:	Road maintenance completed on Toolebuc Road (Cannington Mine Access Road) by Council in accordance with the Purchase Order provided by South 32. Claims are lodged to South 32 online to recoup expenditure.			
Comments:	Routine maintenance being completed on the Cannington road as required.			
7.4	Recoverable Works - Other			
Type:	<i>Revenue & Expenditure - Council Recoverable Works</i>			
Accountability:	Engineering & Works			
Budget:	Budget Revenue	\$40,000	Budget Expenditure	\$40,000
Actuals:		\$42,631		\$36,680
Percentage of completion:		107%		92%
Description:	Other services provided by Council that are not specified under a particular program. Works completed or services provided as approved by Senior Management. Works undertaken in this program will consist of use of Council resources and will be claimed through the Council's Debtor function.			
Comments:	Private works jobs completed as and when required and invoices sent out once works completed.			

Program: 8. Water Infrastructure

8.1	Julia Creek Water Infrastructure			
Type:	<i>Revenue & Expenditure - Utility Charges and Operational/Maintenance Costs</i>			
Accountability:	Engineering & Works			
Budget:	Budget Revenue	\$305,277	Budget Expenditure	\$190,000
Actuals:		\$309,730		\$121,106
Percentage of completion:		101%		64%
Description:	Maintenance and general operations of the Julia Creek Water Supply. Undertake water supply infrastructure planning for the Julia Creek water area, and issue two rates levies as per Council's Revenue Statement.			
Comments:	Revenue collected through the two rates notices levied. Maintenance work completed routinely and when required.			
8.2	McKinlay Water Infrastructure			
Type:	<i>Revenue & Expenditure - Utility Charges and Operational/Maintenance Costs</i>			
Accountability:	Engineering & Works			
Budget:	Budget Revenue	\$21,167	Budget Expenditure	\$50,000
Actuals:		\$21,511		\$23,408
Percentage of completion:		102%		47%
Description:	Maintenance and general operations of the McKinlay Water Supply. Undertake water supply infrastructure planning for the McKinlay water area, and issue two rates levies as per Council's Revenue Statement.			
Comments:	Revenue collected through the two rates notices levied. Maintenance work completed			
8.3	Kynuna Water Infrastructure			
Type:	<i>Revenue & Expenditure - Utility Charges and Operational/Maintenance Costs</i>			
Accountability:	Engineering & Works			
Budget:	Budget Revenue	\$14,301	Budget Expenditure	\$60,000

Operational Plan 2023/24 Version 2

Actuals:	\$16,388	\$20,042
Percentage of completion:	115%	33%
Description:	Maintenance and general operations of the Kynuna Water Supply. Undertake water supply infrastructure planning for the Kynuna water area, and issue two rates levies as per Council's Revenue Statement.	
Comments:	Revenue collected through the two rates notices levied. Maintenance work completed	
8.4	Nelia Water Infrastructure	
Type:	<i>Revenue & Expenditure - Utility Charges and Operational/Maintenance Costs</i>	
Accountability:	Engineering & Works	
Budget:	Budget Revenue \$2,698	Budget Expenditure \$15,000
Actuals:	\$2,923	\$6,188
Percentage of completion:	108%	41%
Description:	Maintenance and general operations of the Nelia Water Supply. Undertake water supply infrastructure planning for the Nelia water area, and issue two rates levies as per Council's Revenue Statement.	
Comments:	Revenue collected through the two rates notices levied. Maintenance work completed	
8.5	Gilliat Water Infrastructure	
Type:	<i>Revenue - Utility Charges</i>	
Accountability:	Engineering & Works	
Budget:	Budget Revenue \$2,905	Budget Expenditure \$0
Actuals:	\$2,917	\$0
Percentage of completion:	100%	0%
Description:	Maintenance and general operations of the Gilliat Water Supply. Undertake water supply	
Comments:	Revenue collected through the two rates notices levied.	

Program: 9. Sewerage Infrastructure

9.1	Sewerage Infrastructure	
Type:	<i>Revenue & Expenditure - Utility Charges and Operational/Maintenance Costs</i>	
Accountability:	Engineering & Works	
Budget:	Budget Revenue \$252,127	Budget Expenditure \$280,000
Actuals:	\$253,769	\$150,426
Percentage of completion:	101%	54%
Description:	Maintenance and general operations of the Julia Creek Sewerage Services. Undertake water supply infrastructure planning for the Julia Creek Sewer Systems, and issue two rates levies as per Council's Revenue Statement.	
Comments:	Revenue collected through the two rates notices levied. Maintenance work completed routinely and when required.	
9.2	Sewerage Infrastructure - Capital Grant	
Type:	<i>Revenue - Capital Funding</i>	
Accountability:	Engineering & Works	
Budget:	Budget Revenue \$1,050,000	Budget Expenditure \$0
Actuals:	\$0	
Percentage of completion:	0%	

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Description:	Application submitted through Building Our Regions Fund (BOR) for works to the Sewerage Treatment Plant. Manage the grant in accordance with funding agreement, including progress reporting and claims.
Comments:	No claims made during the period.

Program: 1. Governance

1.1 Governance Operations					
Type:	Revenue & Expenditure - Operating Grant & Operational Costs				
Accountability:	Corporate and Community Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$0</td> <td>Budget Expenditure</td> <td>\$490,000</td> </tr> </table>	Budget Revenue	\$0	Budget Expenditure	\$490,000
Budget Revenue	\$0	Budget Expenditure	\$490,000		
Actuals:	<table border="1"> <tr> <td></td> <td></td> <td>\$</td> <td>348,159</td> </tr> </table>			\$	348,159
		\$	348,159		
Percentage of completion:	71%				
Description:	Deliver the Governance function of Council. Operational costs include maintaining the CEO and Executive Assistant positions, memberships and subscriptions, training, conferences and meetings, management of the Asset Management Plan, Corporate Plan, Financial Sustainability and the Internal Audit.				
Comments:	CEO & EA positions maintained. LGAQ & NWQROC memberships paid.				

1.2 Members Remuneration					
Type:	Expenditure - Remuneration Costs				
Accountability:	Corporate and Community Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$0</td> <td>Budget Expenditure</td> <td>\$365,232</td> </tr> </table>	Budget Revenue	\$0	Budget Expenditure	\$365,232
Budget Revenue	\$0	Budget Expenditure	\$365,232		
Actuals:	<table border="1"> <tr> <td></td> <td></td> <td></td> <td>\$273,432</td> </tr> </table>				\$273,432
			\$273,432		
Percentage of completion:	75%				
Description:	Remuneration and reimbursements paid to Mayor and Councillors. Pay Councillor remuneration including travel and other Council Business reimbursements as per Council Policies.				
Comments:	Councillor remuneration paid monthly in line with remuneration schedule.				

1.3 Councillor Training and Conference Expenses					
Type:	Expenditure - Operational Costs				
Accountability:	Corporate and Community Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$0</td> <td>Budget Expenditure</td> <td>\$30,000</td> </tr> </table>	Budget Revenue	\$0	Budget Expenditure	\$30,000
Budget Revenue	\$0	Budget Expenditure	\$30,000		
Actuals:	<table border="1"> <tr> <td></td> <td></td> <td></td> <td>\$24,450</td> </tr> </table>				\$24,450
			\$24,450		
Percentage of completion:	81%				
Description:	To provide Councillors with required training and attending Council Business meetings and conferences. Provision for costs associated with Councillors attending meetings and conferences as required in their role.				

Comments: Expenditure met for councillors to attend approved meetings, conferences and training.

1.4 Council Election Expenses					
Type:	Expenditure - Operational Costs				
Accountability:	Corporate and Community Services				
Budget:	<table border="1"> <tr> <td></td> <td></td> <td>Budget Expenditure</td> <td>\$10,550</td> </tr> </table>			Budget Expenditure	\$10,550
		Budget Expenditure	\$10,550		
Actuals:	<table border="1"> <tr> <td></td> <td></td> <td></td> <td>\$0</td> </tr> </table>				\$0
			\$0		
Percentage of completion:	0%				
Description:	Provision for Council Election Expenses. Allow for a By Election and Contributions to Electoral Commission Queensland.				

Comments: Election held in March 2024, yet to receive invoice from ECQ.

Corporate Services

Corporate Plan Program & Strategies: Corporate Services

Program: 1. Employee Costs & Recovery

1.1 Employee Costs and Recovery					
Type:	Expenditure - Recoverables and Operational Costs				
Accountability:	Corporate and Community Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$0</td> <td>Budget Expenditure</td> <td>\$255,000</td> </tr> </table>	Budget Revenue	\$0	Budget Expenditure	\$255,000
Budget Revenue	\$0	Budget Expenditure	\$255,000		
Actuals:	<table border="1"> <tr> <td></td> <td></td> <td></td> <td>\$145,418</td> </tr> </table>				\$145,418
			\$145,418		
Percentage of completion:	<table border="1"> <tr> <td></td> <td></td> <td></td> <td>57%</td> </tr> </table>				57%
			57%		
Description:	Deliver the Employee Costs and Recovery program. Payment of employee entitlements inclusive of Annual Leave, Long Service Leave, Sick Leave and Superannuation.				
Comments:	Employee entitlements met as required.				

Program: 2. Administration General

2.1 Financial Assistance Grants (FAGS) Administration Component					
Type:	Revenue - Operating Grant				
Accountability:	Corporate and Community Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$5,267,237</td> <td>Budget Expenditure</td> <td>\$0</td> </tr> </table>	Budget Revenue	\$5,267,237	Budget Expenditure	\$0
Budget Revenue	\$5,267,237	Budget Expenditure	\$0		
Actuals:	<table border="1"> <tr> <td></td> <td>\$170,984</td> <td></td> <td></td> </tr> </table>		\$170,984		
	\$170,984				
Percentage of completion:	<table border="1"> <tr> <td></td> <td>3%</td> <td></td> <td></td> </tr> </table>		3%		
	3%				
Description:	Operational Grant received from the Queensland Government Department of Local Government for general purposes; administration. Maximise funding through the provision of accurate data supplied to the Local Government Grants Commission. The data returns are estimated to be lodged by November each year.				
Comments:	Annual data return submitted in November 2023. Revenue behind budget expectations however anticipate that it will meet budget if another large advance of the FAGS payment is made for 2024/25.				
2.2 Capital Grants					
Type:	Revenue - Capital Grants				
Accountability:	Corporate and Community Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$3,012,022</td> <td>Budget Expenditure</td> <td>\$0</td> </tr> </table>	Budget Revenue	\$3,012,022	Budget Expenditure	\$0
Budget Revenue	\$3,012,022	Budget Expenditure	\$0		
Actuals:	<table border="1"> <tr> <td></td> <td>\$0</td> <td></td> <td></td> </tr> </table>		\$0		
	\$0				
Percentage of completion:	<table border="1"> <tr> <td></td> <td>0%</td> <td></td> <td></td> </tr> </table>		0%		
	0%				
Description:	Receive capital funding through multiple funding programs inclusive of: Recovery & Resilience funding for delivery of various projects. W4Q 2021-2024 for delivery of five projects included in the Capital works program. LRCIP Phase 3 and 4 for multiple projects included in capital works program.				
Comments:	No progress funding received to date. Payment to be made on finalisation of projects.				
2.3 Bank and Investment Interest					
Type:	Revenue - Interest				
Accountability:	Corporate and Community Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$900,000</td> <td>Budget Expenditure</td> <td>\$0</td> </tr> </table>	Budget Revenue	\$900,000	Budget Expenditure	\$0
Budget Revenue	\$900,000	Budget Expenditure	\$0		
Actuals:	<table border="1"> <tr> <td></td> <td>\$837,708</td> <td></td> <td></td> </tr> </table>		\$837,708		
	\$837,708				
Percentage of completion:	<table border="1"> <tr> <td></td> <td>93%</td> <td></td> <td></td> </tr> </table>		93%		
	93%				

Description:	Investment of Council funds to earn interest. Invest Council funds to facilitate a higher interest return as per the current Investment Policy.		
Comments:	Council's excess funds invested to optimise the highest interest return.		
2.4	Other Revenue		
Type:	<i>Revenue - User Fees</i>		
Accountability:	Corporate and Community Services		
Budget:	Budget Revenue	\$25,000	Budget Expenditure \$0
Actuals:		\$13,814	
Percentage of completion:		55%	
Description:	Collect other revenue. Receive revenue that is not specified under a particular program, but is specified in the Fees and Charges schedule; photocopying etc.		
Comments:	Revenue collected in line with adopted Fees & Charges schedule.		

2.5	Finance and Administration Program		
Type:	<i>Expenditure - Operational Costs</i>		
Accountability:	Corporate and Community Services		
Budget:	Budget Revenue	\$0	Budget Expenditure \$1,001,401
Actuals:			\$726,751
Percentage of completion:			73%
Description:	Deliver the Finance and Administration Operational program. Operational costs involve payroll, contract and consulting fees, IT hardware and software maintenance, subscriptions, staff amenities, staff training, conferences and meetings, audit fees (both internal and external), printing and stationary, telephone, mobile and internet, electricity, banking and asset valuations. Administration overhead cost recoveries.		
Comments:	Finance and admin team stabilised in Q3, Q2 many positions were vacant. All other routine expenses met for operational requirements.		

Program: 3. Rates and Charges

3.1	General Rate Collection & Fees		
Type:	<i>Revenue - Differential General Rates & User Fees</i>		
Accountability:	Corporate and Community Services		
Budget:	Budget Revenue	\$3,062,656	Budget Expenditure \$0
Actuals:		\$3,097,250	
Percentage of completion:		101%	
Description:	Issue two rate levies for the financial year as per the current Revenue Statement and Revenue Policy. Levy and issue two rate levies for general rates on the nine differential rate categories specified in the Revenue Statement. Any outstanding rates are to be collected in accordance with the current Debtor Policy.		
Comments:	Both rates levies issued in August and February. Outstanding rates followed up in accordance with Debtor Policy. Auction for sale of land for overdue rates scheduled for April 2024.		

3.2	General Rates Expenses		
Type:	<i>Expenditure - Operational Costs</i>		
Accountability:	Corporate and Community Services		
Budget:	Budget Revenue	\$0	Budget Expenditure \$8,000
Actuals:			\$7,858
Percentage of completion:			98%

Description:	Issue payments to the Department of Environment and Resource Management (DERM). Payments issued to DERM annually to ensure Council receives all valuation roll updates.		
Comments:	Payments made as required to DERM for valuation roll updates.		
3.3	Council Rates & Charges		
Type:	<i>Expenditure - Operational Costs</i>		
Accountability:	Corporate and Community Services		
Budget:	Budget Revenue	\$0	Budget Expenditure \$35,500
Actuals:			\$38,660
Percentage of completion:			
Description:	Recognise expenses for Council owned vacant land. Issue two rate levies for service charges within the rates module (water and sewerage) and ensure vacant land is maintained; mowed and cleared of any debris. Fees for sale of land (recoverable through general rate revenue).		
Comments:	Rates for Council vacant land processed. Budget overspent which would be the result of additional land purchased throughout the year, e.g. Church Lane.		

Program: 4. Stores and Purchasing

4.1	Stores and Purchasing		
Type:	<i>Expenditure - Operational Costs</i>		
Accountability:	Corporate and Community Services		
Budget:	Budget Revenue	\$0	Budget Expenditure \$80,500
Actuals:			\$74,108
Percentage of completion:			92%
Description:	Maintain Stores located at the Council Depot. Conduct store and arrange all purchasing for engineering and other Council activities. Complete stock take at the end of each financial year. Recoup store costs on engineering works.		
Comments:	Stores position maintained. Actuals higher than anticipated due to 1.5 positions were maintained during Q1.		

Program: 5. Workplace Health and Safety

5.1	Work Cover		
Type:	<i>Applications for Compensation</i>		
Accountability:	Corporate and Community Services		
Budget:	Budget Revenue	\$0	Budget Expenditure \$0
Actuals:			
Percentage of completion:			
Description:	Recovery of Wages for Workers Compensation. Workers Compensation paid to employees for any workplace incidents that are eligible under the Workplace Health and Safety Workers Compensation Insurance. Claims are submitted to the Local Government Workcare.		
Comments:	No activity		
5.2	Workplace Health and Safety Program		

Type:	<i>Expenditure - Operational Costs</i>		
Accountability:	Corporate and Community Services, Environment and Regulatory Services		
Budget:	Budget Revenue	\$0	Budget Expenditure \$300,000
Actuals:			\$296,912
Percentage of completion:			99%
Description:	Maintain the Workplace Health and Safety Program. General operations for the Workplace Health and Safety program; payroll, first aid, stationary and consumables, workers compensation, safety wear, extinguisher services, training, meetings and conferences.		

Comments: Workers Compensation levy was significantly higher this year than compared to the prior year and external consultants brought on board to assist Council bring up the WHS systems and protocols to a higher standard.

5.3	WH&S Overhead Recoveries Program		
Type:	<i>Recoverables</i>		
Accountability:	Corporate and Community Services, Environment and Regulatory Services		
Budget:	Budget Revenue	\$0	Budget Expenditure (\$50,000)
Actuals:			(\$37,975)
Percentage of completion:			76%
Description:	Cost recoveries for WH&S. Internal On-Cost recovery system for expenses associated with WH&S.		

Comments: Recoveries in line with budget.

Program: 6. Human Resources

6.1	Recruitment Expenses		
Type:	<i>Expenditure - Operational Costs</i>		
Accountability:	Corporate and Community Services		
Budget:	Budget Revenue	\$0	Budget Expenditure \$65,000
Actuals:			\$9,056
Percentage of completion:			14%
Description:	Deliver the program in recruiting of all Council positions. Operational costs in recruiting for Council positions include advertising, interview, inductions, medicals and position appointments. Collect when eligible, revenue for incentives for apprenticeships/traineeships. Project to develop a digital recruitment campaign.		

Comments: Ongoing recruitment undertaken.

6.2	Relocation Expenses		
Type:	<i>Expenditure - Operational Costs</i>		
Accountability:	Corporate and Community Services		
Budget:	Budget Revenue	\$0	Budget Expenditure \$25,000
Actuals:			\$6,238
Percentage of completion:			25%
Description:	Provide incentive of Relocation Costs to future employees. Relocation costs provided to eligible staff as per Council Policy.		

Comments: Relocation support provided in line with policy and CEO endorsement.

6.3	Certified Agreement (CA)		
Type:	<i>Expenditure - Operational Costs</i>		

Accountability:	Corporate and Community Services		
Budget:	Budget Revenue	\$0	Budget Expenditure \$30,000
Actuals:			\$3,953
Percentage of completion:			13%
Description:	Costs of meeting obligations under the CA, e.g. quarterly meetings. Budget to assist with commencing negotiations to renew the current CA which expires in 2024.		

Comments: Costs are associated with back pays for staff where the job costs number is no longer valid e.g. prior year job.

6.4	Employee Team Meetings, Training and Development Program		
<i>Type:</i>	<i>Expenditure - Operational Costs</i>		
Accountability:	Corporate and Community Services		
Budget:	Budget Revenue	\$0	Budget Expenditure \$1,000
Actuals:			\$118
Percentage of completion:			\$0
Description:	Council employees program to allow for whole of Council staff meetings, training and development.		

Comments: Minor expense for training.

Economic Development

Corporate Plan & Strategies: Economic Development

Program: 1. Economic Development

1.1 Economic Development													
Type:	Revenue & Expenditure - Special Charges, Contributions and Operational Costs												
Accountability:	Corporate and Community Services												
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td></td> <td>Budget Expenditure</td> <td>\$138,000</td> </tr> <tr> <td>Actuals:</td> <td></td> <td></td> <td>\$35,169</td> </tr> <tr> <td>Percentage of completion:</td> <td></td> <td></td> <td>25%</td> </tr> </table>	Budget Revenue		Budget Expenditure	\$138,000	Actuals:			\$35,169	Percentage of completion:			25%
Budget Revenue		Budget Expenditure	\$138,000										
Actuals:			\$35,169										
Percentage of completion:			25%										
Description:	Deliver the Economic Development program. Deliver and participate in the following initiatives; Mitez, and any general economic initiatives that will enhance and support the local economy.												

Comments:

Part-time Economic development officer position commenced in November 2023. NBN contribution made for the fibre to the premise initiative. Participation in Mitez continued.

Program: 2. Tourism

2.1 Tourism and Promotional Program													
Type:	Revenue & Expenditure - Sales and Operational/Maintenance Costs												
Accountability:	Corporate and Community Services												
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$35,500</td> <td>Budget Expenditure</td> <td>\$290,000</td> </tr> <tr> <td>Actuals:</td> <td>\$36,266</td> <td></td> <td>\$203,974</td> </tr> <tr> <td>Percentage of completion:</td> <td>102%</td> <td></td> <td>70%</td> </tr> </table>	Budget Revenue	\$35,500	Budget Expenditure	\$290,000	Actuals:	\$36,266		\$203,974	Percentage of completion:	102%		70%
Budget Revenue	\$35,500	Budget Expenditure	\$290,000										
Actuals:	\$36,266		\$203,974										
Percentage of completion:	102%		70%										
Description:	Deliver Tourism operational program. Operational costs consist of the general maintenance and operations of the At the Creek Information Centre. Maintaining commitment to NWOQTA and OQTA, promotional advertising, brochure reprints, attendance at meetings, famils and conferences as applicable, staff training, allocation of funds towards new tourism products. Collect revenue for tourism promotional products on behalf of Council and OQTA funding.												

Comments:

Revenue exceeding budget due to bush dinner ticket sales higher than anticipated. Tourism positions maintained along with memberships of NWOQTA and OQTA.

2.2 Town Radio													
Type:	Revenue - Capital Grant												
Accountability:	Corporate and Community Services												
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$0</td> <td>Budget Expenditure</td> <td>\$2,000</td> </tr> <tr> <td>Actuals:</td> <td></td> <td></td> <td>\$0</td> </tr> <tr> <td>Percentage of completion:</td> <td></td> <td></td> <td>0%</td> </tr> </table>	Budget Revenue	\$0	Budget Expenditure	\$2,000	Actuals:			\$0	Percentage of completion:			0%
Budget Revenue	\$0	Budget Expenditure	\$2,000										
Actuals:			\$0										
Percentage of completion:			0%										
Description:	Provide repeater service for radio channels, Rebel FM throughout Julia Creek.												
Comments:	No maintenance required to date.												

2.3 Street Lighting					
Type:	Expenditure - Operational Costs				
Accountability:	Corporate and Community Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$0</td> <td>Budget Expenditure</td> <td>\$18,000</td> </tr> </table>	Budget Revenue	\$0	Budget Expenditure	\$18,000
Budget Revenue	\$0	Budget Expenditure	\$18,000		

Actuals:			\$10,704
Percentage of completion:			59%
Description:	Operate the Street Lighting network.		
Comments:	Street lighting maintained.		

Program: 3. Livestock Operations

3.1	Livestock Weighing & Cattle Train Loading		
Type:	<i>Revenue & Expenditure - User Fees and Operational/Maintenance Costs</i>		
Accountability:	Environment and Regulatory Services		
Budget:	Budget Revenue	\$51,000	Budget Expenditure \$118,000
Actuals:		\$23,804	\$82,514
Percentage of completion:		47%	70%
Description:	Operate the Council owned Livestock Weighing facility. Operations consist of general maintenance and operational costs to continue to operate a commercial service. Fees for weighing are invoiced as per the current Fees and Charges schedule through Council's Debtor system, and recovered as per Council's Debtor Policy.		

Comments: Fee for service of weighing and train loading provided throughout the year. Train loading fees only commenced in October 2023. Routine maintenance carried out on the yards.

3.2	Livestock Centre Capital Funding		
Type:	<i>Revenue - Capital funding</i>		
Accountability:	Environment and Regulatory Services		
Budget:	Budget Revenue	\$400,000	Budget Expenditure \$0
Actuals:		\$142,433	
Percentage of completion:		36%	
Description:	TMR Capital Funding for dip yards facility.		
Comments:	Progressive claims made to TMR for works completed.		

Community Services and Facilities

Corporate Plan Program & Strategies: Community Services and Facilities

Program: 1. Community Services Administration

1.1	Community Services			
<i>Type:</i>	<i>Expenditure - Operational/Maintenance Costs</i>			
Accountability:	Corporate and Community Services			
Budget:	Budget Revenue	\$0	Budget Expenditure	\$210,000
Actuals:				\$137,276
Percentage of completion:				65%

Description: Services of Director of Corporate and Community Services and the Community Services Team Leader. Deliver the program to maintain and coordinate the positions for the Director of Corporate and Community Services and the Community Services Team Leader.

Comments:

Program: 2. Caravan Park

2.1	Julia Creek Caravan Park			
<i>Type:</i>	<i>Revenue & Expenditure - User Fees and Operational/Maintenance Costs</i>			
Accountability:	Corporate and Community Services			
Budget:	Budget Revenue	\$653,200	Budget Expenditure	\$515,000
Actuals:		\$402,439		\$333,540
Percentage of completion:		62%		65%

Description: Operate the Council owned Julia Creek Caravan Park. Operations consist of general maintenance and operational costs to maintain current level of service. This is inclusive of wages for staff and caretaker of park. Revenue is collected by the caretaker and issued to the Council Administration on a weekly basis.

Comments:

Program: 3. McKinlay Community

3.1	McKinlay Community Facilities			
<i>Type:</i>	<i>Revenue & Expenditure - Grants and Operational/Maintenance Costs</i>			
Accountability:	Corporate and Community Services			
Budget:	Budget Revenue	\$0	Budget Expenditure	\$8,000
Actuals:				\$2,499
Percentage of completion:				31%

Description: Provide for general maintenance for the McKinlay facilities

Comments:

Program: 4. Smart Hub

4.1	Julia Creek Smart Hub			
<i>Type:</i>	<i>Revenue & Expenditure - Recoverable Fees and Operational/Maintenance Costs</i>			

Accountability:	Corporate and Community Services			
Budget:	Budget Revenue	\$1,600	Budget Expenditure	\$37,500
Actuals:		\$841		\$18,060
Percentage of completion:		53%		48%
Description:	Operate a 24/7 Smart Hub facility, collecting memberships and offering a facility which provides reliable internet services and rooms to conduct training with the support of technology.			
Comments:	Smart Hub continues to be utilised by members of the public and groups. Council has made use of the facility for a number of training days.			

Program: 5. Library Services

5.1	Julia Creek Library			
Type:	<i>Revenue & Expenditure - User Fees, Grants and Operational/Maintenance Costs</i>			
Accountability:	Corporate and Community Services			
Budget:	Budget Revenue	\$13,030	Budget Expenditure	\$132,000
Actuals:		\$12,061		\$108,688
Percentage of completion:		93%		82%
Description:	Maintain the Council's Julia Creek Library. Operations consist of general maintenance and operational costs to provide high standard library service in Julia Creek through appropriately trained staff. To provide commitment to computer and photocopying services for the public. Allowance for purchase of any furnishings for benefit of library users. Complete SLQ documentation in order to receive CLS grant. Collect fees to assist in the provision of computer and photocopying access. Ensure fees are collected in relation to overdue library books and lost/stolen books.			
Comments:	Library services maintained for the public.			

5.2	McKinlay Library			
Type:	<i>Expenditure - Operational/Maintenance Costs</i>			
Accountability:	Corporate and Community Services			
Budget:	Budget Revenue	\$0	Budget Expenditure	\$2,200
Actuals:				\$1,661
Percentage of completion:				76%
Description:	Maintain the Council's McKinlay Library. Operations consist of general maintenance and operational costs to McKinlay Library.			
Comments:	Power and rates expenses.			

Program: 6. Events and Civic Receptions

6.1	Events and Civic Receptions			
Type:	<i>Revenue & Expenditure - User Fees, Funding and Operational/Maintenance Costs</i>			
Accountability:	Corporate and Community Services			
Budget:	Budget Revenue	\$0	Budget Expenditure	\$21,500
Actuals:				\$8,359
Percentage of completion:				39%

Description:	Provisions for specified events to be facilitated by Council to the community. Specified events are - ANZAC Day, Australia Day, Christmas Lights Comp, openings of new Council facilities and other misc. civic receptions. Expenses are incurred and revenue is collected by Council. Funding/Grants revenue may occur on notification of any rounds available.
Comments:	Support provided for community Christmas Tree functions in Julia Creek and McKinlay, Australia Day celebrations and Christmas Lights comp.

Program: 7. Heritage and Culture

7.1 Julia Creek Museum and the Opera House													
<i>Type:</i>	<i>Expenditure - Operational/Maintenance Costs</i>												
Accountability:	Corporate and Community Services												
Budget:	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Budget Revenue</td> <td style="text-align: right;">\$0</td> <td style="width: 50%;">Budget Expenditure</td> <td style="text-align: right;">\$11,500</td> </tr> <tr> <td>Actuals:</td> <td></td> <td></td> <td style="text-align: right;">\$7,971</td> </tr> <tr> <td>Percentage of completion:</td> <td></td> <td></td> <td style="text-align: right;">69%</td> </tr> </table>	Budget Revenue	\$0	Budget Expenditure	\$11,500	Actuals:			\$7,971	Percentage of completion:			69%
Budget Revenue	\$0	Budget Expenditure	\$11,500										
Actuals:			\$7,971										
Percentage of completion:			69%										
Description:	Maintain the Julia Creek Museum and the Opera House. Operations consist of general maintenance and operational costs to the Julia Creek Museum and the Opera House.												

Comments: Museum and Opera house operational costs met.

7.2 Jan Eckford Centre													
<i>Type:</i>	<i>Expenditure - Operational/Maintenance Costs</i>												
Accountability:	Corporate and Community Services												
Budget:	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Budget Revenue</td> <td style="text-align: right;">\$150</td> <td style="width: 50%;">Budget Expenditure</td> <td style="text-align: right;">\$12,000</td> </tr> <tr> <td>Actuals:</td> <td></td> <td></td> <td style="text-align: right;">\$8,433</td> </tr> <tr> <td>Percentage of completion:</td> <td></td> <td></td> <td style="text-align: right;">70%</td> </tr> </table>	Budget Revenue	\$150	Budget Expenditure	\$12,000	Actuals:			\$8,433	Percentage of completion:			70%
Budget Revenue	\$150	Budget Expenditure	\$12,000										
Actuals:			\$8,433										
Percentage of completion:			70%										

Description: Maintain the Jan Eckford Centre. Operations consist of general maintenance and operational costs to the Jan Eckford Centre.

Comments: Operational costs and general maintenance of the Jan Eckford Centre met.

7.3 Regional Arts Development Fund (RADF)													
<i>Type:</i>	<i>Revenue & Expenditure - Operating Grants/Funding and Operational Costs</i>												
Accountability:	Corporate and Community Services												
Budget:	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Budget Revenue</td> <td style="text-align: right;">\$20,000</td> <td style="width: 50%;">Budget Expenditure</td> <td style="text-align: right;">\$30,120</td> </tr> <tr> <td>Actuals:</td> <td style="text-align: right;">\$21,000</td> <td></td> <td style="text-align: right;">\$10,780</td> </tr> <tr> <td>Percentage of completion:</td> <td style="text-align: right;">105%</td> <td></td> <td style="text-align: right;">36%</td> </tr> </table>	Budget Revenue	\$20,000	Budget Expenditure	\$30,120	Actuals:	\$21,000		\$10,780	Percentage of completion:	105%		36%
Budget Revenue	\$20,000	Budget Expenditure	\$30,120										
Actuals:	\$21,000		\$10,780										
Percentage of completion:	105%		36%										

Description: Deliver the RADF program. Applications for RADF grant submitted and allocation approved, Council committed funds and income from projects received. Funds allocated to successful RADF applications by RADF Committee.

Comments: Four RADF application/activities supported to date.

Program: 8. Community Support

8.1 Support Community Organisations									
<i>Type:</i>	<i>Expenditure - Operational Costs</i>								
Accountability:	Corporate and Community Services								
Budget:	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Budget Revenue</td> <td style="text-align: right;">\$0</td> <td style="width: 50%;">Budget Expenditure</td> <td style="text-align: right;">\$65,000</td> </tr> <tr> <td>Actuals:</td> <td></td> <td></td> <td style="text-align: right;">\$20,490</td> </tr> </table>	Budget Revenue	\$0	Budget Expenditure	\$65,000	Actuals:			\$20,490
Budget Revenue	\$0	Budget Expenditure	\$65,000						
Actuals:			\$20,490						

Percentage of completion:				32%
Description:	Provide financial support to community organisations. Provide financial support to community organisations in line with adopted Council Policies. Allocation for Dirt and Dust Festival support.			
Comments:	This FY to date Council have supported Sedan Dip Sports and Recreation Inc, Dirt & Dust Festival, Julia Creek Turf Club.			

8.2	Community Small Grants Program			
Type:	<i>Expenditure - Operational Costs</i>			
Accountability:	Corporate and Community Services			
Budget:	Budget Revenue	\$0	Budget Expenditure	\$20,000
Actuals:				\$6,500
Percentage of completion:				33%
Description:	Provide the Community Small Grants round to the Shire Community. Allocation to provide Community Small Grants as per policy and grant guidelines.			
Comments:	Two applications approved to date, CSA and McKinlay Shire Cultural Association.			

8.3	Community Donations			
Type:	<i>Expenditure - Operational Costs</i>			
Accountability:	Corporate and Community Services			
Budget:	Budget Revenue	\$0	Budget Expenditure	\$20,000
Actuals:				\$5,000
Percentage of completion:				25%
Description:	Remit donations at the discretion of the Council. Donations applied to Council in writing and submitted to the subsequent Council Meeting for consideration and approval. Donation requests must comply with Council policies.			
Comments:	Support provided to the school chaplaincy program.			

8.4	Commonwealth Home Support Program (CHSP) and Meals on Wheels (MOW)			
Type:	<i>Revenue & Expenditure - Operating Grants and Operational/Maintenance Costs</i>			
Accountability:	Corporate and Community Services			
Budget:	Budget Revenue	\$258,359	Budget Expenditure	\$316,659
Actuals:		\$255,909		\$102,383
Percentage of completion:		99%		32%
Description:	Provide CHSP services to eligible Julia Creek Residents and maintain the MOW program. Receive CHSP funding and provide CHSP services as per the funding agreement guidelines.			
Comments:	CHSP services maintained in accordance with the CHSP programme manual and services delivered as approved in my aged care.			

8.5	Aged Care			
Type:	<i>Revenue & Expenditure - Operating Grants and Operational Costs</i>			
Accountability:	Corporate and Community Services			
Budget:	Budget Revenue	\$0	Budget Expenditure	\$10,000

Actuals:				\$0
Percentage of completion:				0%
Description:	Provide home access services to the Senior Citizens of McKinlay Shire and receive grants. Provide home access services to the Senior Citizens of McKinlay Shire.			
Comments:	Budget not accessed to date.			

8.6	Community Health			
Type:	<i>Expenditure - Operational/Maintenance Costs</i>			
Accountability:	Corporate and Community Services			
Budget:	Budget Revenue	\$0	Budget Expenditure	\$235,000
Actuals:				\$155,003
Percentage of completion:				66%
Description:	Provide a Community Health Nurse to all McKinlay Shire Residents. Expenditure incurred as per MOU with Queensland Health for the Community Health Nurse position. Maintain the Community Health Nurse position as per the funding agreement guidelines. Support to Outback Futures to continue delivery of services whilst looking for third party funding for future support.			

Comments: Community Health Nurse position maintained. Support provided to Outback Futures who have continued their support to the community with on site visits and telehealth support.

8.7	Julia Creek Early Learning Centre			
Type:	<i>Revenue & Expenditure - User Fees, Rebates, Funding and Operational/Maintenance Costs</i>			
Accountability:	Corporate and Community Services			
Budget:	Budget Revenue	\$320,000	Budget Expenditure	\$400,000
Actuals:		\$334,281		\$272,022
Percentage of completion:		104%		68%
Description:	Maintain the Julia Creek Early Learning Centre. Operations consist of general maintenance, staff wages, operational management and the collection of fees, rebates and funding.			

Comments: Revenue has exceeded expectations due to the kindy funding and the free kindy for all being paid to Council. Enrolments are high and the centre has stabilised with staff.

8.8	Julia Creek Early Learning Centre			
Type:	<i>Revenue - Capital Grant</i>			
Accountability:	Corporate and Community Services			
Budget:	Budget Revenue	\$1,885,000	Budget Expenditure	
Actuals:		\$0		
Percentage of completion:		0%		
Description:	Administer the RCIF and LRCIP grant for the development of a Community Children's Hub.			

Comments: No progress claims due during the period.

8.9	Middle School			
Type:	<i>Revenue & Expenditure - User Fees and Operational/Maintenance Costs</i>			
Accountability:	Corporate and Community Services			
Budget:	Budget Revenue	\$4,500	Budget Expenditure	\$4,250

Actuals:	\$2,500	\$72
Percentage of completion:	56%	2%
Description:	Provide assistance to the Julia Creek Middle School by contribution to essential resources, equipment and furniture and collection of quarterly fees for students to attend.	
Comments:	3 students using the facility with more enrolments in Q4.	

Program: 9. Work Program

9.1	Work Program	
Type:	<i>Expenditure - Operational Costs</i>	
Accountability:	Environment and Regulatory Services	
Budget:	Budget Revenue \$0	Budget Expenditure \$36,500
Actuals:		\$27,008
Percentage of completion:		74%
Description:	Maintain Work Program. Provide administrative and financial support to the Work Program through the Community Advisory Committee (CAC).	
Comments:	Work Camp program continues to support the community with approved projects.	

Program: 10. Sport and Recreation

10.1	McIntyre Park User Contribution and Grant funding	
Type:	<i>Revenue & Expenditure - User Contribution Fees</i>	
Accountability:	Corporate and Community Services	
Budget:	Budget Revenue \$7,500	Budget Expenditure \$0
Actuals:	\$0	
Percentage of completion:	0%	
Description:	Maintain contribution from identified users of McIntyre Park in association with the Land management Plan. McIntyre Park Users invoiced by Council their contribution to the facilities for the current financial year.	
Comments:	Users to be invoiced in Q4.	

10.2	McIntyre Park Venue	
Type:	<i>Revenue & Expenditure - User Fees and Operational/Maintenance Costs</i>	
Accountability:	Corporate and Community Services, Environment and Regulatory Services	
Budget:	Budget Revenue \$5,000	Budget Expenditure \$110,000
Actuals:	\$2,877	\$91,200
Percentage of completion:	58%	83%
Description:	Charge hire fees for the usage of McIntyre Park facilities and keep the facilities maintained. Collect fees for the hire of the McIntyre Park facilities as per the current Fees and Charges Schedule and Hire Policy. Operations consist of general maintenance and operational costs of the facilities by Council in line with the Land Management Plan.	
Comments:	Revenue collected in accordance with Fees & Charges schedule. General maintenance of facility and operational costs (electricity, rates and insurance) met.	

10.3	Kev Bannah Oval Venue	
Type:	<i>Revenue & Expenditure - User Fees and Operational/Maintenance Costs</i>	

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Accountability:	Corporate and Community Services, Environment and Regulatory Services			
Budget:	Budget Revenue	\$2,500	Budget Expenditure	\$112,000
Actuals:		\$394		\$61,236
Percentage of completion:		16%		55%
Description:	Charge hire fees for the usage of Kev Bannah Oval facilities and keep the facilities maintained. Collect fees for the hire of the Kev Bannah Oval facilities as per the current Fees and Charges Schedule and Hire Policy. Operations consist of general maintenance and operational costs by Council for the Kev Bannah Oval facilities; Skate Park, Community Recreation Centre and the Oval.			

Comments: Revenue collected in accordance with Fees & Charges schedule. General maintenance of facility and operational costs (electricity, rates and insurance) met.

10.4	Burke St Recreational / Events Venue			
Type:	<i>Revenue & Expenditure - Venue Hire Fees and Operational/Maintenance Costs</i>			
Accountability:	Corporate and Community Services			
Budget:	Budget Revenue	\$500	Budget Expenditure	\$15,000
Actuals:		\$105		\$13,240
Percentage of completion:		21%		88%
Description:	Charge hire fees for the usage of the Shed and Grounds as per the current Fees and Charges Schedule and Hire Policy. Operations consist of general maintenance and operational costs by Council.			

Comments: Revenue collected in accordance with Fees & Charges schedule. General maintenance of facility and operational costs (electricity, rates and insurance) met.

10.5	Julia Creek Sporting Precinct Venue			
Type:	<i>Revenue & Expenditure - User Fees and Operational/Maintenance Costs</i>			
Accountability:	Corporate and Community Services, Environment and Regulatory Services			
Budget:	Budget Revenue	\$25,000	Budget Expenditure	\$57,500
Actuals:		\$19,857		\$52,649
Percentage of completion:		79%		92%
Description:	Charge hire fees for the usage of the Indoor Sports Centre and the Participation Space (Gym) and keep the facilities maintained. Collect fees for the hire of the Indoor Sports Centre and the Participation Space (Gym) as per the current Fees and Charges Schedule and Hire Policy. Operations consist of general maintenance and operational costs by Council.			

Comments: Expenditure tracking high which is the result of replacement of equipment in the gym which was required.

10.6	Sport and Recreation			
Type:	<i>Revenue & Expenditure - User Fees and Operational Costs</i>			
Accountability:	Corporate and Community Services			
Budget:	Budget Revenue	\$2,000	Budget Expenditure	\$80,000
Actuals:		\$0		\$49,943
Percentage of completion:		0%		62%

Description:	Expenditure incurred associated with delivery of sport & recreation programs. Collect revenue for programs made available to the community through out the current year; School Holiday Program and other sporting events held by Council. Maintain the Sport and Recreation function within Council. Deliver the program to maintain the Sport and Recreation Officer positions including training, meeting and conference attendance, sporting equipment and other general operational costs.
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Comments: Sport & Recreation Officer position maintained. Providing support to the school, Early Learning centre and oversight of sporting facilities.

Program: 11. Parks, Gardens and Amenities

11.1	Parks, Gardens and Amenities			
Type:	<i>Expenditure - Operational/Maintenance Costs</i>			
Accountability:	Engineering & Works			
Budget:	Budget Revenue	\$500	Budget Expenditure	\$540,000
Actuals:		\$0		\$399,566
Percentage of completion:		0%		74%
Description:	Maintain the Shire's parks, gardens and amenities. Operations consist of maintaining parks, grass control, watering, fertilising and associated landscaping activities within the McKinlay Shire including streetscape. General maintenance and operational costs of all amenity facilities. These operations are delivered in the towns of Julia Creek, McKinlay, Nelia and Kynuna.			

Comments: Operational costs of maintaining the parks and gardens of the communities has been kept in line with the budget allowance.

Program: 12. Civic Centre and Old HACC Centre

12.1	Civic Centre & Old HACC Centre			
Type:	<i>Revenue & Expenditure - User Fees and Operational/Maintenance Costs</i>			
Accountability:	Corporate and Community Services, Environment and Regulatory Services			
Budget:	Budget Revenue	\$4,000	Budget Expenditure	\$123,000
Actuals:		\$2,714		\$87,077
Percentage of completion:		68%		71%
Description:	Charge hire fees for the usage of the Civic Centre venue and keep the facilities maintained. Collect fees for the hire of the Civic Centre venue as per the current Fees and Charges Schedule and Hire Policy. Operations consist of general maintenance and operational costs by Council.			

Comments: Revenue collected in accordance with Fees & Charges schedule. General maintenance of facility and operational costs (electricity, rates and insurance) met within budget

Program: 13. Cemeteries

13.1	Cemeteries			
Type:	<i>Expenditure - Operational/Maintenance Costs</i>			
Accountability:	Corporate and Community Services, Environment and Regulatory Services			
Budget:	Budget Revenue	\$0	Budget Expenditure	\$55,000
Actuals:				\$23,059

Percentage of completion:			42%
Description:	Maintain cemeteries within McKinlay Shire. Operations consist of general maintenance of cemetery grounds and graves in the Julia Creek, McKinlay, Kynuna and Nelia cemeteries. Maintain records for the cemeteries heritage information to the community.		
Comments:	General maintenance of cemeteries undertaken during the period.		

Program: 14. Swimming Pool

14.1	Julia Creek Swimming Pool		
Type:	<i>Expenditure - Operational/Maintenance Costs</i>		
Accountability:	Environment and Regulatory Services		
Budget:	Budget Revenue	\$0	Budget Expenditure \$252,000
Actuals:			\$184,504
Percentage of completion:			73%
Description:	Maintain the Julia Creek Swimming Pool. Operations consist of general maintenance, operational costs and contract management fees to provide a swimming pool service to the community.		
Comments:	Swimming pool operations and maintenance continued within budget.		

Program: 15. Housing and FR Bill Bussutin Centre

15.1	Council Housing and Other Properties		
Type:	<i>Revenue & Expenditure - Rental Income and Operational/Maintenance Costs</i>		
Accountability:	Corporate and Community Services, Environment and Regulatory Services		
Budget:	Budget Revenue	\$157,000	Budget Expenditure \$360,000
Actuals:		\$125,907	\$237,648
Percentage of completion:		80%	66%
Description:	Deliver a Staff Housing Program for McKinlay Shire employees and contractors and manage rentals on all other Council properties. Operations consist of general maintenance and operational costs to maintain the Council owned houses, flats, sheds and land. Staff, contractors or other can occupy the houses, sheds, other structures and land as approved by Senior Management on completion of a lease agreement with Council. Rent to be collected as per lease agreement and Fees and Charges Schedule.		
Comments:	Staff routinely charges for rent in accordance with Fees & Charges and their employment contract. Routine maintenance undertaken as required.		

15.2	Council Housing and Other Properties		
Type:	<i>Revenue- Capital Funding</i>		
Accountability:	Corporate and Community Services, Environment and Regulatory Services		
Budget:	Budget Revenue	\$590,000	Budget Expenditure \$0
Actuals:		\$90,000	
Percentage of completion:		15%	
Description:	Capital grant from North West Minerals Province (NWMP) to repurpose an exiting building for critical staff accommodation and funding from Growing Our Regions to establish further housing accommodation in Julia Creek. Administer the grants in accordance with the guidelines and funding agreement.		
Comments:	Initial payment from NWMP made upon signing of funding agreement.		

15.3		FR Bill Bussutin Community Centre	
Type:	Revenue & Expenditure - User Fees and Operational/Maintenance Costs		
Accountability:	Corporate and Community Services, Environment and Regulatory Services		
Budget:	Budget Revenue	\$3,000	Budget Expenditure \$0
Actuals:		\$2,768	
Percentage of completion:		92%	
Description:	Collect fees and charges for the hire of the FR Bill Bussutin Community Centre. Charge as per Fees and Charges Schedule for hire of the FR Bill Bussutin Community Centre.		
Comments:			

15.4		FR Bill Bussutin Centre Senior Living	
Type:	Revenue & Expenditure - Rental Income and Operational/Maintenance Costs		
Accountability:	Corporate and Community Services, Environment and Regulatory Services		
Budget:	Budget Revenue	\$42,000	Budget Expenditure \$110,000
Actuals:		\$33,400	\$48,525
Percentage of completion:		80%	44%
Description:	Provide housing to eligible McKinlay Shire Senior Citizen residents and maintain the operations of the community centre. Operations consist of general maintenance and operational costs to maintain the Seniors Living and Community Centre Complex. Rent to be collected as per lease agreement and hire fees as per the Fees and Charges Schedule.		
Comments:	Rent collected in accordance with lease agreements. Currently one unit is vacant.		

Health Safety & Development

Corporate Plan Program & Strategies: Environment & Regulatory Services

Program: 1. Disaster Management

1.1	Local Disaster Management Group and State Emergency Services (SES)			
Type:	Revenue & Expenditure - Grant and Operational Costs			
Accountability:	Environmental and Regulatory Services			
Budget:	Budget Revenue	\$27,348	Budget Expenditure	\$30,600
Actuals:		\$27,369		\$43,074
Percentage of completion:		100%		141%

Provide effective disaster strategies through the implementation of a Local Disaster Management Group. Provide assistance to the SES volunteer organisation. Develop disaster preparations and strategies as per the Local Disaster Management Plan to ensure community safety.

Description:

Assist in providing emergency help during and after declared (natural or otherwise) disasters. The SES may provide a support role to other agencies, particularly police and fire. Revenue includes SES operational grant and Get Ready Qld funding. Expenditure budget includes provision for SES operations and LDMG operations.

Comments:

SES operational subsidy received, along with 90% of Get Ready funding allocation. Expenditure exceeding but due to counter disaster operations from Q3.

1.2	SES - Capital Grant			
Type:	Revenue - Capital Funding			
Accountability:	Environmental and Regulatory Services			
Budget:	Budget Revenue	\$117,000	Budget Expenditure	\$0
Actuals:		\$0		
Percentage of completion:		0%		

Description:

Manage and deliver the project funded under the SES Capital grant. Expenditure recognised in the Capital Works program.

Comments:

Funding not received to date.

Program: 2. Community Environmental Health and Safety

2.1	Community Environmental Health & Safety Program			
Type:	Revenue & Expenditure - User Fees and Operational/Maintenance Costs			
Accountability:	Environmental and Regulatory Services			
Budget:	Budget Revenue	\$3,300	Budget Expenditure	\$170,000
Actuals:		\$2,132		\$112,610
Percentage of completion:		65%		66%

Description:

Provide Environmental Health services across McKinlay Shire. Ensure compliance with Environmental Health legislation and implement pricing policy to recoup costs. Administer obligations under the Food Act 2006, Public Health (Personal Appearance Services) Act 2003, Public Health Act 2005, Environmental Protection Act 1994 and Water Supply (Safety and Reliability) Act 2008. Deliver and maintain the Director of Engineering, Environmental and Regulatory Services Team Leader.

Comments: Annual Environmental fees collected. Operational requirements of environment and regulatory services maintained within budget.

Program: 3. Local Law Enforcement

3.1	Local Law Enforcement			
Type:	<i>Revenue & Expenditure - Fees, Charges and Operational/Maintenance Costs</i>			
Accountability:	Environmental and Regulatory Services			
Budget:	Budget Revenue	\$21,200	Budget Expenditure	\$140,000
Actuals:		\$21,562		\$72,533
Percentage of completion:		102%		52%
Description:	Enforce Local Laws as approved by Council. McKinlay Shire Council Local Laws consist of animal management as per the Local Government Act 2009 and the Animal Management Act 2008; Dogs and other animals annual registration fees, impounding of animals and animal boarding fees as per the current Fees and Charges Schedule.			

Comments: Annual animal registration fees collected. Animal boarding provided, and usage has been high hence revenue exceeding the budget. Local Laws Officer position maintained and within budget set.

Program: 4. Land and Building Development

4.1	Town Planning			
Type:	<i>Revenue & Expenditure - Fees, Charges and Operational/Maintenance Costs</i>			
Accountability:	Environmental and Regulatory Services			
Budget:	Budget Revenue	\$6,000	Budget Expenditure	\$60,000
Actuals:		\$9,792		\$24,644
Percentage of completion:		163%		41%
Description:	Assessments of all development applications. Assess applications in line with the provisions of the SPA and consistent with the McKinlay Shire Council Planning Scheme.			

Comments: Fees collected for development applications as they are submitted.

Environmental Management

Corporate Plan Program & Strategies: Environment & Regulatory Services

Program: 1. Refuse Collection & Disposal

1.1 Refuse Collection													
Type:	Revenue & Expenditure - Utility Charges and Operational/Maintenance Costs												
Accountability:	Environmental and Regulatory Services												
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$120,850</td> <td>Budget Expenditure</td> <td>\$90,000</td> </tr> <tr> <td>Actuals:</td> <td>\$122,835</td> <td></td> <td>\$71,690</td> </tr> <tr> <td>Percentage of completion:</td> <td>102%</td> <td></td> <td>80%</td> </tr> </table>	Budget Revenue	\$120,850	Budget Expenditure	\$90,000	Actuals:	\$122,835		\$71,690	Percentage of completion:	102%		80%
Budget Revenue	\$120,850	Budget Expenditure	\$90,000										
Actuals:	\$122,835		\$71,690										
Percentage of completion:	102%		80%										
Strategy:	Provide domestic and commercial kerbside rubbish collections in Julia Creek. Rubbish collections provided to Julia Creek residents and businesses once a week and only Council approved bins will be collected. Service charges will be collected through the rating system that is levied twice in a financial year.												
Comments:	Service charges collected through the two rates levied in August and February. Weekly refuse collection service provided to Julia Creek township.												

1.2 Refuse Disposal													
Type:	Revenue & Expenditure - Utility Charges and Operational/Maintenance Costs												
Accountability:	Environmental and Regulatory Services												
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$47,116</td> <td>Budget Expenditure</td> <td>\$100,000</td> </tr> <tr> <td>Actuals:</td> <td>\$48,555</td> <td></td> <td>\$67,374</td> </tr> <tr> <td>Percentage of completion:</td> <td>103%</td> <td></td> <td>67%</td> </tr> </table>	Budget Revenue	\$47,116	Budget Expenditure	\$100,000	Actuals:	\$48,555		\$67,374	Percentage of completion:	103%		67%
Budget Revenue	\$47,116	Budget Expenditure	\$100,000										
Actuals:	\$48,555		\$67,374										
Percentage of completion:	103%		67%										
Strategy:	Manage and operate Waste Facilities in the McKinlay Shire. Provide and maintain the Waste Facilities at Julia Creek, McKinlay, Kynuna and Nelia. Refuse Management service charges will be collected through the rating system that is levied twice in a financial year.												
Comments:	Waste charges collected through the two rates levied in August and February. Waste facilities maintained in Julia Creek, Nelia, Kynuna and McKinlay.												

1.3 Township Clean-up/Beautification													
Type:	Expenditure - Operational Costs												
Accountability:	Environmental and Regulatory Services												
Budget:	<table border="1"> <tr> <td></td> <td></td> <td>Budget Expenditure</td> <td>\$8,000</td> </tr> <tr> <td>Actuals:</td> <td></td> <td></td> <td>\$6,540</td> </tr> <tr> <td>Percentage of completion:</td> <td></td> <td></td> <td>82%</td> </tr> </table>			Budget Expenditure	\$8,000	Actuals:			\$6,540	Percentage of completion:			82%
		Budget Expenditure	\$8,000										
Actuals:			\$6,540										
Percentage of completion:			82%										
Strategy:	Provide an annual clean up program to the shire residents to assist in beautification of townships.												
Comments:	Township clean up being carried out on an ongoing basis.												

Program: 2. Pest Plant and Animal Control

2.1 Truck Washdown Bay									
Type:	Revenue - User Fees								
Accountability:	Environmental and Regulatory Services								
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$23,000</td> <td>Budget Expenditure</td> <td>\$0</td> </tr> <tr> <td>Actuals:</td> <td>\$21,900</td> <td></td> <td></td> </tr> </table>	Budget Revenue	\$23,000	Budget Expenditure	\$0	Actuals:	\$21,900		
Budget Revenue	\$23,000	Budget Expenditure	\$0						
Actuals:	\$21,900								

Percentage of completion:	95%
Strategy:	Collect fees from the Truck Washdown Bay. Collect fees for the delivery of service as per the current Fees and Charges schedule. Administration of the accounts and pre paid accounts is completed by Company Avdata. Payments less commission is submitted to Council on a monthly basis. Operations consist of general maintenance and operational costs for the Washdown Bay.
Comments:	Truckwash fees continued to be collected with the assistance of Avdata.

2.2	Dingo Baits
Type:	Revenue - User Fees
Accountability:	Environmental and Regulatory Services
Budget:	Budget Revenue \$4,000 Budget Expenditure \$0
Actuals:	\$5,961
Percentage of completion:	149%
Strategy:	Supply factory baits to McKinlay Shire residents. Assist with Pest Control outside of coordinated baiting times. Supply factory baits as per the current Fees and Charges schedule.
Comments:	Dingo factory baits provided to land owners as requested and charged accordingly.

2.3	Pest Plant Control Program
Type:	Revenue & Expenditure - Funding and Operational/Maintenance Costs
Accountability:	Environmental and Regulatory Services
Budget:	Budget Revenue \$0 Budget Expenditure \$170,000
Actuals:	\$31,471
Percentage of completion:	19%
Strategy:	Deliver the Pest Plant Control Program within McKinlay Shire. Control pest plants on land under the control of McKinlay Shire Council and regulate on other land within McKinlay Shire.
Comments:	Routine pest plant control undertaken year to date. A more significant program to be delivered in Q4 with the assistance of a contractor.

2.4	Pest Animal Control Program
Type:	Revenue & Expenditure - Funding and Operational/Maintenance Costs
Accountability:	Environmental and Regulatory Services
Budget:	Budget Revenue \$65,172 Budget Expenditure \$100,000
Actuals:	\$65,171 \$36,743
Percentage of completion:	100% \$0
Strategy:	Deliver the Pest Animal Control Program within McKinlay Shire. Facilitate the control of pest animals within the McKinlay Shire. Coordinate baiting programs with qualified staff and Senior Management. Levy special rate (twice a year) to all assessments in the Rural category with land over 1000ha
Comments:	Special rate levy monies recouped through the two rate levies in August and February. Pest Animal control program carried out in October 2023 with further program to be delivered in June 2024. The second program was delayed due to the rain events throughout Q3.

Program: 3. Stock Routes and Reserves

3.1	Stock Route and Reserve Program
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Type:	<i>Revenue & Expenditure - User/Lease Fees and Operational/Maintenance Costs</i>			
Accountability:	Environmental and Regulatory Services			
Budget:	Budget Revenue	\$250,000	Budget Expenditure	\$140,000
Actuals:		\$229,830		\$112,366
Percentage of completion:		92%		80%
Strategy:	<p>Manage the Stock Routes in McKinlay Shire. Provide land reserve leasing opportunities and agistment on the town common to the community. Maintain stock route network in McKinlay Shire and collect fees for stock route permits on an application basis as per the current Fees and Charges schedule.</p> <p>Deliver reserves program; maintain reserves, complete lease agreements for land reserves with assistance from solicitors and provide agistment to shire residents as per the current Fees and Charges Schedule.</p>			

Comments: Monthly invoicing completed for reserves and trustee lease holders. Routine reserve maintenance completed as required.

3.2	Precept Expenses			
Type:	<i>Expenditure - Operational Costs</i>			
Accountability:	Environmental and Regulatory Services			
Budget:	Budget Revenue	\$0	Budget Expenditure	\$18,212
Actuals:				\$17,782
Percentage of completion:				98%
Strategy:	Contribution to the Department of Agriculture, Fisheries and Forestry for weed and pest management.			
Comments:	Annual contribution paid.			

Capital Works Program 2023-2024 Version 2.0

	Actuals to date	Adopted Amended Budget	
Infrastructure & Works	2023-24	2023-24	Grants/Other
Roads	\$28,833,156	\$37,679,781	\$37,135,246
Wastewater	\$368,985	\$1,730,000	\$1,500,000
Water	\$243,707	\$426,782	\$227,594
Transport	\$2,101	\$340,000	\$300,000
Other	\$908,915	\$1,580,000	\$0
Subtotal	\$30,356,864	\$41,756,563	\$39,162,840
Environmental Management	Actuals		Grants/Other
Reserves	\$23,599	\$95,127	\$0
Subtotal	\$23,599	\$95,127	\$0
Community Services & Facilities	Actuals		Grants/Other
Community Buildings & Other Structures	\$884,082	\$3,273,052	\$3,117,952
Parks & Gardens	\$60,437	\$177,802	\$167,802
Council Housing	\$734,376	\$1,787,137	\$820,000
Subtotal	\$1,678,895	\$5,237,991	\$4,105,754
Corporate Services	Actuals		Grants/Other
Corporate Buildings & Other Structures	\$33,948	\$316,571	\$0
Other	\$0	\$40,000	\$0
Economic Development	\$202,402	\$475,000	\$475,000
Subtotal	\$236,349	\$831,571	\$475,000
Total	\$32,295,707	\$47,921,252	\$43,743,594



8.3 Subject: Revenue Policy Review 2024/2025
Attachments: 2024/2025 Revenue Policy Version 1
Author: Director Corporate & Community Services
Date: 24 May 2024

Executive Summary:

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

The 2024/25 Revenue Policy version 1 has been prepared in accordance with relevant legislation and is presented for Councils consideration.

Recommendation:

That Council adopt the 2024/2025 Revenue Policy Version 1 as presented, with an effective date of 1 July 2024. On adoption, it will revoke all other previous versions of policies titled 'Revenue Policy'.

Background:

A review of the current 2023/24 Revenue Policy version 1 was completed. Minor amendments have been made to reflect the financial year that the policy is to relate and to add detail to cover all requirements identified in section 193 of the *Local Government Regulation 2012*.

Consultation:

- Director of Corporate and Community Services
- Corporate Services Team Leader

Legal Implications:

Local Government Act 2009 Section 104 (5) (c)(iii) provides that The system of financial management established by a local government must include – the following financial policies of the local government – revenue policy.

Policy Implications: This will revoke the 2023/24 Revenue Policy Version 1, subsequent to the 2024-2025 Revenue Policy Version 1 adoption.

Financial and Resource Implications: Nil

InfoXpert Document ID: 131570



2024 – 2025 REVENUE POLICY

1. POLICY PURPOSE

Under the *Local Government Act 2009*, the Council is required to review and adopt a Revenue Policy for each financial year. The Revenue Policy is a component of Councils financial management system and is intended to be a strategic document. This policy will be of interest to ratepayers, federal and state departments, community groups and other interested parties seeking to understand the revenue policies and practices of Council.

2. SCOPE

This policy sets out the principles that Council intends to apply for the financial year for:

- Levying rates and charges;
- Granting concessions for rates and charges;
- Recovering overdue rates and charges; and
- Cost-recovery methods

The policy also highlights if the Council intends to grant any concessions for rates and charges and the purpose of those concessions. Further, it stipulates the extent to which physical and social infrastructure costs for new development are to be funded by charges for the development.

3. POLICY CONTENT

3.1 Principles used for the Making of Rates and Charges

Council makes rates and charges to fund the provision of valuable services to our community. In adopting its annual budget, Council may make rates and charges at a level that will provide for both current and future community requirements.

Representation – Council will act in the interest of the whole community that it serves taking into account all matters relevant to the making of the rate or charge.

Transparency – Council will be transparent in its revenue raising activities and will endeavor to use systems and practices able to be understood by the community.

Accountability – Council will be accountable to the providers of funds to ensure those funds are applied efficiently and effectively to satisfy the objective for which the funds were raised.

User Pays – where applicable Council will apply the principle that customers pay for the services they use.

3.2 Principles used for the Levying of Rates and Charges

In accordance with *Section 94 of the Local Government Act 2009* Council must levy general rates and charges on all rateable land within McKinlay Shire.

In Levying of Rates and Charges, Council will apply the principles of:

- Consistency by scheduling the issue of rate notices that include the date the notice was issued, the date by which time the rate must be paid and any discounts, rebates or concessions applied on a six-monthly basis during the periods 01 July to 31 December, and 01 January to 30 June in the respective financial year.
- Timing the levy of rates to take into account the financial cycle of the local economic activity in order to assist smooth running of the local economy.
- Equity through flexible payment arrangements for ratepayers with lower capacity to pay.
- Making available the following methods of payment:
 - Cash or cheque payments at the Shire Administration office
 - Cheque or money orders via mail
 - BPAY
 - Direct Deposit
 - EFTPOS

3.3 Principles used for the Recovery of Overdue Rates and Charges

In accordance with *Section 132 of the Local Government Regulation 2012*, Council will exercise its rate recovery authority in order to reduce the overall rate burden on ratepayers.

Council will also be guided by the principles of –

- Transparency by making clear the obligations of ratepayers and the processes used by Council in assisting them meet their financial obligations.
- Making the processes used to recover outstanding rates and charges clear, simple to administer and cost effective.
- Flexibility by responding where necessary to changes in the local economy.

3.4 Granting Concessions for Rates and Charges

In accordance with *Section 119 of the Local Government Regulation 2012*, Council may grant a rate payer a concession for rates or charges.

In considering the application of concessions, Council will be guided by the principles of:

- The same treatment for ratepayers with similar circumstances.
- Transparency by making clear the requirements necessary to receive concessions.
- Flexibility to allow Council to respond to local economic issues.

In accordance with the above principles, Council may grant a concession for the owner categories and properties used for the listed purposes:

- Pensioner Concession – eligible pensioners as defined in Schedule 8 of the *Local Government Regulation 2012* may be granted a concession on general rates.
- Non-Profit Community Organisation Concession – the purpose of these concessions is to encourage and support not-for-profit and charitable organisations where the land use is considered to contribute to the health and well-being of the community and the social enrichment of residents.
- Special Concessions – maybe considered in accordance with Section 120 (1)(c) of the *Local Government Regulation 2012* in, amongst other things, the event of a declared natural disaster where the Council may consider rates or charges in accordance with Section 121 of the *Local Government Regulation 2012*.
- Other Concessions – Council will receive and consider applications from ratepayers where Council is satisfied that the application meets the eligibility criteria as stipulated in Section 120 of the *Local Government Regulation 2012*. Applications for concessions under this section will be considered and determined by Council on a case by case basis.

3.5 Cost Recovery Methods

In accordance with the *Local Government Act 2009 Section 97*, Council may under a Local Law or by resolution fix a cost-recovery fee.

Council will apply, as a minimum and as far as practicable, the principle of full cost recovery (including overheads) in setting charges for services and facilities.

Council may give consideration to charging at less than the full cost of the service / facility when it considers it appropriate to do so in order to achieve social, economic, environmental or other corporate goals.

3.6 Funding of Physical and Social Infrastructure

To minimise the impact of physical and social infrastructure charges on the efficiency of the local economy, Council will be guided by the principle of user pays in making of physical and social infrastructure charges for new development, to the extent permissible by law. Council may depart from applying this principle if it is determined by Council that it is in the community interest to do so.

4. DEFINITIONS

N/A

5. RELEVANT LEGISLATION

Local Government Regulation 2012
Local Government Act 2009

Date of Approval: 18 June 2024
Approved By: Council Resolution

Effective Date: 01/07/2024
Version: 1.0
Review Date: June 2025

6. RELATED POLICIES

Revenue Statement

Investment Policy

Debt Policy

7. RELATED DOCUMENTS

N/A

8. REVISION HISTORY

Version	Title	Date
1	Revenue Policy	April 2009
2.1	Revenue Policy	17 June 2010
2.2	Revenue Policy	1 August 2011
2.3	Revenue Policy	25 November 2011
2.4	Revenue Policy	Draft only
2.5	Revenue Policy	27 July 2012
2.6	Revenue Policy	24 July 2013
2.7	Revenue Policy	25 February 2014
2.8	Revenue Policy	16 June 2014
2.9	Revenue Policy	21 July 2015
1	Revenue Policy	22 June 2016
1	2017-18 Revenue Policy	16 June 2017
1	2018-19 Revenue Policy	26 June 2018
1	2019-20 Revenue Policy	18 June 2019
1	2020-21 Revenue Policy	23 June 2020
1	2021-2022 Revenue Policy	15 June 2021
1	2022-2023 Revenue Policy	21 June 2022
1	2023-2024 Revenue Policy	20 June 2023

9. CONTACT OFFICER

Director Corporate and Community Services

Date of Approval: 18 June 2024
Approved By: Council Resolution

Effective Date: 01/07/2024
Version: 1.0
Review Date: June 2025



8.4 Subject: Request to Write-Off General Debtor Account
Attachments: N/A
Author: Corporate Services Team Leader
Date: 27 May 2024

Executive Summary:

Request to Council to write off the outstanding general debtor account of \$1,479.43, as per requirement of debtor policy.

Recommendation:

That Council resolve to write off the outstanding general debt of \$1,479.43 for invoice number 26432.

Background:

The below table displays the details of the outstanding invoices.

Invoice Date	Invoice Number	Description	Amount
13/03/2020	26432	Private Works #1251 – Property Clean Up (Finlay Street, Kynuna)	\$1,479.43

Council attempted recovery action as per the Debtor Policy as by a way of issuing statements, reminder letters and referral to our Debt Collector. All were proven to be unsuccessful and we do not believe debt collection will bring a successful outcome.

Consultation: (Internal/External)

- Director of Community and Corporate Services

Legal Implications: N/A

Policy Implications:

Debtor Policy recovery actions were attempted

Financial and Resource Implications:

Outstanding amount to be written off is \$1,479.43 as Council will not receive payment.

InfoXpert Document ID: 131571



Ordinary Meeting of Council Tuesday 18th June 2024

8.5 Subject: Review of Debtors Policy
Attachments: Debtors Policy V3.0
Author: Director Corporate & Community Services
Date: 6 June 2024

Executive Summary:

Council staff have recently reviewed the Debtors Policy which was adopted by Council in 2020. A full review has been completed to ensure the policy meets Councils practices and alignment with the *Local Government Act 2009* and *Local Government Regulation 2012*.

Recommendation:

That Council adopts the Debtors Policy V3.0 as presented.

Background:

A review of the current Debtors Policy which was last adopted by Council in 2020 has been completed. The changes made include update to reflect current legislation.

Consultation:

Finance Staff

Legal Implications:

The policy and associated documents have been compiled to meet the requirements of the legislation.

Policy Implications:

The adoption of this policy will revoke all previous versions.

Financial and Resource Implications:

InfoXpert Document ID: 131572



DEBTORS POLICY

1. Scope

This policy applies to McKinlay Shire Council ratepayers and other debtors with overdue rates and charges or other amounts owed to Council.

2. Purpose

The purpose of this policy is to ensure debts are limited by providing a framework for payment arrangements and procedural direction for prompt follow-up.

3. Related Documents

Local Government Act 2009

Local Government Regulation 2012

Revenue Statement

4. Definitions

CEO	Chief Executive Officer A person who holds a appointment under section 194 of the <i>Local Government Act 2009</i> . This includes a person acting in this position.
Council	McKinlay Shire Council
Rates and Charges	As defined in the <i>Local Government Act 2009</i> under section 91(2), Rates & charges are levies that a local government imposes- (a) on land; and (b) for a service, facility or activity that is supplied or undertaken by- (i) the local government; or (ii) someone on behalf of the local government (including a garbage collection contractor, for example).
Debt	The amount of money owed by the debtor as a result of a transaction with Council.
Credit	The purchase and provision of goods and services from Council by debtors on the basis of a promise to pay at a later date.
Common Agistment Debtor (CA)	The individual, organisation or other parties that have been extended a permit for agistment on the Julia Creek Common by Council.
General Debtor (GD)	The individual, organisation or other parties that transact with Council where goods and services are provided on Credit.
Rental Debtor (R)	The individual, organisation or other parties that have entered into a Rental Agreement with Council.
Trustee Lease Debtor (TL)	The individual, organisation or other parties that have entered into a Pasturage Reserve Lease with Council.
Ratepayer	As defined in the <i>Local Government Regulation 2012</i> , a person who is liable to pay rates or charges.

Date of Approval: 18 June 2024

Approved By: Council Resolution

Effective Date: 18/06/2024

Version: 3.0

Review Date: June 2027



DEBTORS POLICY

5. General Debtors

For the purpose of this Policy, General Debtors captures all forms of Credit to customers for all goods and services other than Trustee Leases, Common Agistments, Rental Debtors and Rates & Charges.

A period of thirty (30) days after date of Council's invoice shall be allowed for the customer to repay the Debt in full.

- After the expiration of thirty (30) days a 'first reminder' notice shall be issued to General Debtors whose accounts show outstanding balances. The first reminder notice shall be a polite reminder with no threat of legal or other action. It should encourage General Debtors to contact Council staff if they have any queries or are experiencing difficulties in paying their account
- Following the expiry of sixty (60) days, where possible a phone call shall be made to the General Debtor, the purpose being to find out if there is an issue with the outstanding Debt, following this, a second reminder notice shall be issued to General Debtors whose accounts show outstanding balances. The second reminder notice shall be written in a firm manner, pressing for payment of outstanding Debts within a fourteen (14) day period and the General Debtor will be advised that they are placing their Credit reputation with Council at risk.
- Following the expiry of ninety (90) days, a third and final demand notice shall be issued, giving the General Debtor fourteen (14) days with which to complete payment or make suitable arrangements. This notice will also note Council's intentions to pursue with debt collection via external channels, i.e. debt collector or solicitor and that the General Debtor account will be placed on the Credit Risk List One.
- The CEO will be advised of all reminder letters being sent on the CEO's behalf.

At the expiry of fourteen (14) days from the date of the ninety (90) day letter, the General Debtor shall then be referred to either Council's solicitor or an appropriate debt collection agency for recovery action. Exceptions to this course of action are:

- Payment of Debt made in full
- An approved Debtor Arrangement has been entered into; or
- The outstanding debt is on hold pending an investigation or awaiting a decision from Council

Payment in full of the outstanding amount including all associated debt recovery costs will be required prior to the withdrawal of the recovery action. Prior to initiating legal and/or debt collection agency action against a General Debtor, authorisation by the Chief Executive Officer is obtained.

Date of Approval: 18 June 2024
Approved By: Council Resolution

Effective Date: 18/06/2024
Version: 3.0
Review Date: June 2027



DEBTORS POLICY

6. Trustee Lease Debtors

A Trustee Lease is a Pasturage Reserve Lease entered into by an individual, an organisation or other parties with Council.

On receipt of an endorsed Trustee Lease Agreement from the Environment and Regulatory Services Department, the Finance Department will issue invoices in accordance with the Trustee Leases Terms and Conditions.

Should the Trustee Lease Debtor default on payment of their debtor account, the outstanding Debt is to be referred to the Director Engineering, Environment & Regulatory Services for recovery action under the Trustee Lease Terms and Conditions.

Terms & Conditions

- The Trustee Lease rent invoice shall be paid within thirty (30) days from the date of invoice.
- If Debt is not paid by the due date, statements of the outstanding accounts will be provided to the Environment and Regulatory Services Team Leader who will take action.
- Failure to pay the Debt by the due date shall result in a default of the Trustee Lease. This will result in the Trustee Lease Debtor being ineligible to obtain new or additional Common Agistments or Trustee Leases from Council for the purpose of grazing stock for a period of twelve (12) months from the date of default.
- As the default is capable of remedy, Council will issue the Trustee Lease Debtor with a Notice to Remedy the default. The Notice to Remedy will provide twenty-one (21) days for the Trustee Lease Debtor to remedy the default.
- Should the default be remedied within this period, the conditions of the Trustee Lease will continue to apply.
- Should the default not be remedied within this period then the Trustee Lease will be cancelled and the stock removed from the Leased area under the supervision of Council's Ranger.
- In addition to the cancellation of the Trustee Lease, the Trustee Lease Debtor will be ineligible to obtain new or additional Common Agistments or Trustee Leases from Council for the purpose of grazing stock for a period of twenty four (24) months from the date of default.

Should the Trustee Lease Debtor not comply with the payment terms and conditions contained by their Trustee Lease and should remedy not be forthcoming, the debt will then be referred to either Council's solicitor or an appropriate debt collection agency for recovery action. Exceptions to this course of action are:

- Payment of Debt made in full
- An approved Debtor Arrangement has been entered into; or

Date of Approval: 18 June 2024
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DEBTORS POLICY

- The outstanding debt is on hold pending an investigation or awaiting a decision from Council

Payment in full of the outstanding amount including all associated debt recovery costs will be required prior to the withdrawal of the recovery action.

Prior to initiating legal and/or debt collection agency action against a Trustee Lease Debtor, authorisation by the Chief Executive Officer has been obtained.

7. Common Agistment Debtors

Common Agistment is a permit extended by Council to an individual, an organisation or other parties.

On receipt of an endorsed Common Agistment Permit from the Environment and Regulatory Services Department, the Finance Department will issue invoices in accordance with the Common Agistment Permit Terms and Conditions

Should the Common Agistment Debtor default on payment of their debtor account, the outstanding debt is to be referred to the Environment and Regulatory Services Department for recovery action under the Common Agistment Permit Terms and Conditions.

Terms & Conditions

- The Agistment Permit invoices shall be paid within thirty (30) days from the date of invoice
- Failure to pay the Agistment invoice by the due date shall result in a default of the permit. This will result in the Common Agistment Debtor being ineligible to obtain new or additional Common Agistment or Trustee Leases from Council for the purpose of grazing stock for a period of twelve (12) months from the date of default.
- As the default is capable of remedy, Council will issue the Common Agistment Debtor a Notice to Remedy the default. The notice will provide fourteen (14) days for the Common Agistment Debtor to remedy the default.
- Should the default be remedied within this period, the conditions of the permit will continue to apply.
- Should the default not be remedied within this period then the Agistment Permit will be cancelled and the stock removed from the Julia Creek Common under the supervision of Council's Ranger.
- In addition to the cancellation of the Agistment Permit, the Common Agistment Debtor will be ineligible to obtain new or additional Common Agistment or Trustee Leases from Council for the purpose of grazing stock for a period of twenty four (24) months from the date of default

Date of Approval: 18 June 2024
Approved By: Council Resolution

Effective Date: 18/06/2024
Version: 3.0
Review Date: June 2027



DEBTORS POLICY

Should the debtor not comply with the payment terms and conditions contained by their Common Agistment Permit and should remedy not be forthcoming the debt will then be referred to either Council's solicitor or an appropriate debt collection agency for recovery action. Exceptions to this course of action are:

- Payment of Debt made in full
- An approved Debtor Arrangement has been entered into; or
- The outstanding debt is on hold pending an investigation or awaiting a decision from Council

Payment in full of the outstanding amount including all associated debt recovery costs will be required prior to the withdrawal of the recovery action.

Prior to initiating legal and/or debt collection agency action against a Common Agistment Debtor, authorisation by the Chief Executive Officer has been obtained.

8. Rental Debtor

A Rental Debtor is an individual, an organisation or other parties that have entered into a Rental Agreement with Council to rent a Council owned house or property.

On receipt of an endorsed Rental Agreement from the Environment and Regulatory Services Department, the Finance Department will issue invoices in accordance with the Rental Agreement Terms and Conditions.

Should the Rental Debtor default on payment of their Rental Debtor account, the outstanding debt is to be referred to the Environment and Regulatory Services Department for recovery action under the Rental Agreement Terms and Conditions.

Should the Rental Debtor not comply with the payment terms and conditions contained by their Rental Agreement and should remedy not be forthcoming, the Debt will then be referred to either Council's solicitor or an appropriate debt collection agency for recovery action. Exceptions to this course of action are:

- Payment of Debt made in full
- An approved Debtor Arrangement has been entered into; or
- The outstanding debt is on hold pending an investigation or awaiting a decision from Council

Payment in full of the outstanding amount including all associated debt recovery costs will be required prior to the withdrawal of the recovery action.

Prior to initiating legal and/or debt collection agency action against a Rental Debtor, authorisation by the Chief Executive Officer has been obtained.

9. Credit Risk Lists

Date of Approval: 18 June 2024
Approved By: Council Resolution

Effective Date: 18/06/2024
Version: 3.0
Review Date: June 2027



DEBTORS POLICY

The Credit Risk List is a list of Debtors that have not complied with the terms and conditions on a Debt owed to Council.

The McKinlay Shire Council's Credit Risk List is categorised into two components:

Credit Risk List One – will list Debtors who have failed to pay their outstanding debt in excess (90) days from the date of invoice. These debtors will be referred to either Council's solicitor or an appropriate debt collection agency. Debtors on this list will be granted no credit. All goods and services must be paid for in advance as per section 3 "Grounds for Credit" contained by this policy.

Should the outstanding debt be paid in total, subsequent to placement on the Credit Risk List One, the Debtor may write to the Chief Executive Officer requesting to be removed from the Credit Risk List One, which may be granted at the discretion of the Chief Executive Officer. Credit Risk List One does not include Debtors with outstanding debts pending an investigation or waiting a decision from Council, or Government Departments.

Credit Risk List Two – will list Debtors that have outstanding Debts that have been referred to either Council's solicitor or an appropriate debt collection agency, in which the debt has failed to be recovered beyond twelve (12) months. Debtors on this list will be ineligible for any future business with Council (excluding Rates and Charges) for a period of five (5) years from the date of default.

Should the outstanding debt be paid in total, subsequent to placement on the Credit Risk List Two, the Debtor may write to Council to seek approval to be removed from the Credit Risk List Two.

10. Debtors Arrangements

A debtor may choose to pay their outstanding debt by instalments. Overdue debts become not overdue when an Instalment Plan is endorsed.

To submit an Instalment Plan:

- The debtor is to complete the Instalment Plan Form and submit to Council.
- When an Instalment Plan is received the Debtors Officer will determine if the Instalment Plan complies with the terms and conditions contained by this policy and submit for approval.

Terms to be eligible for an Instalment Plan

- Equal Weekly, Fortnightly or Monthly payments.
- All accounts are to be paid in full by the end of the current financial year (including any invoices that will be issued in the Instalment Plan period).
- Instalment Plan approved at the discretion of the Chief Executive Officer.

Default of an Approved Instalment Plan

Date of Approval: 18 June 2024
Approved By: Council Resolution

Effective Date: 18/06/2024
Version: 3.0
Review Date: June 2027



DEBTORS POLICY

- If an Instalment Plan payment is not received in the timeframe specified, a reminder letter will be issued allowing seven days for payment to be made.
- If an Instalment Plan payment is received and is not the correct amount as specified in the Instalment Plan, a reminder letter will be issued for the remaining amount, allowing seven days for the payment to be made.
- When an Instalment Plan payment remains unpaid in excess of 30 days from the date of the reminder letter, the Instalment Plan will be deemed void and legal and/ or debt recovery action may be taken for recovery of all outstanding Debts without further notice.

Council will not pursue debt recovery action against a Debtor who has an agreed Instalment Plan that meets the terms of the arrangement.

Council reserves the right to renegotiate or cancel an Instalment Plan, should circumstances change where it is likely that the Debt will not be paid within a reasonable time frame. In these circumstances, Council will not initiate further recovery action without reference to the debtor concerned.

Prior to initiating legal and/or debt collection agency action against a debtor, authorisation by the Chief Executive Officer has been obtained.

11. Credit Notes

A Credit Note is a reversal on an invoice, and is used to rectify errors in an already issued sales tax invoice.

A Credit Note can only be processed should one of the following errors occur:

- A Tax Invoice issued in error
- Incorrect GST component
- Tax invoice total amount is incorrect
- The debt has been allocated to an incorrect general ledger
- An incorrect Debtor has been invoiced
- The tax invoice description or date is incorrect.

The Credit Note can be processed at the discretion and authorisation of two authorised staff members. The authorised staff members are the Chief Executive Officer, the Director of Corporate and Community Services and the Corporate Services Team Leader.

12. Write Off

A write off is a debt that is declared non collectable.

Debt shall be written off only when all reasonable attempts at recovery (as contained in this Policy) have been taken.

Date of Approval: 18 June 2024
Approved By: Council Resolution

Effective Date: 18/06/2024
Version: 3.0
Review Date: June 2027



DEBTORS POLICY

Recommendation of write off shall be made by the Debtors Officer after discussions with the area responsible for the raising of the debt.

Debtors that have a debt of \$500.00 or less may be written off at the discretion of the Chief Executive Officer.

For all other debts or questionable debts greater than \$500.00 approval from Council is required.

13. Rates and Charges

Council requires payment of rates within 30 days of invoice. Other than those ratepayers with an approved Instalment Plan, outstanding Rates and Charges Debts shall be subject to legal and/or debt collection agency in accordance with the following.

13.1 Payment Terms

Where Rates and Charges are not paid by the due date for payment stated in the rates notice and no Instalment Plan has been agreed, the following shall apply:

- A reminder notice will be issued together with a notation requesting ratepayers to finalise their account in full or alternatively to make acceptable payment arrangements to finalise their overdue rates within fourteen (14) days from the date of the reminder notice.
- Should the ratepayer fail to pay the outstanding balance or contact Council to negotiate an Instalment Plan within fourteen (14) days from the date of the reminder notice, a final letter of demand shall be issued. This letter shall give the ratepayer a further fourteen (14) days from the date of the letter to pay the outstanding balance in full or negotiate an Instalment Plan.
- Should the ratepayer fail to contact Council or enter into an Instalment Plan by the expiry of the fourteen (14) day period, the outstanding rates will be referred to either Council's solicitor or an appropriate debt collection agency for recovery action.

Prior to initiating legal and/or debt collection agency action against a debtor, authorisation by the Chief Executive Officer shall be obtained.

13.2 Paying of Rates and Charges by Instalments

A ratepayer may choose to pay their rates or charges via an Instalment Plan.

Interest will cease to be charged on rates that are being paid by instalments; once an instalment arrangement has been made on "overdue rates" provided that the ratepayer does not default on the instalment arrangement, the rates then become "not overdue".

The amount of interest applied will be in accordance with Council's Revenue Statement.

Date of Approval: 18 June 2024
Approved By: Council Resolution

Effective Date: 18/06/2024
Version: 3.0
Review Date: June 2027



DEBTORS POLICY

To submit an Instalment Plan:

- The ratepayer is to complete the Instalment Plan Form and submit to Council.
- When the Instalment Plan is received the Rates Officer will determine whether the Instalment Plan complies with the terms and conditions contained in this Policy and submit for approval.

Terms to be eligible for an Instalment Plan

- Equal Weekly, Fortnightly or Monthly payments.
- All rates or charges are to be paid in full by the end of the current financial year (including any levies that will be issued in the Instalment Plan period).
- Instalment Plan is approved at the discretion of the Chief Executive Officer.

Default of an Approved Instalment Plan

- If an Instalment Plan payment is not received in the timeframe specified in the Instalment Plan, a reminder letter will be issued allowing seven days for payment to be made.
- If an Instalment Plan payment is received and is not the correct amount as specified in the Instalment Plan, a reminder letter will be issued for the remaining amount, allowing seven days for the payment to be made.
- If the Instalment Plan payment remains unpaid in excess of seven days from the date of the reminder letter, interest will be charged on all outstanding rates.
- When an Instalment Plan payment remains unpaid in excess of 30 days from the date of the reminder letter, the Instalment Plan will be deemed void and legal and/ or debt recovery action may be taken for recovery of all outstanding Rates and Charges without further notice.

Prior to initiating legal and/ or debt recovery action against a debtor, authorisation by the Chief Executive Officer shall be obtained.

13.3 Short Payment of Rates

Any payment to Council where rates are not paid in full, other than an Instalment Plan, will be sent a short payment of rates letter. This letter is a courtesy to let the ratepayer know that their rates are not paid in full.

13.4 Credit Levy

A Credit Levy is a reversal of a Rates Levy Notice, and is used to rectify errors in an already issued Rates Levy Notice.

A Credit Levy can only be processed on a Rate Card should one of the following errors occur:

- A Rates Levy issued in error

Date of Approval: 18 June 2024
Approved By: Council Resolution

Effective Date: 18/06/2024
Version: 3.0
Review Date: June 2027



DEBTORS POLICY

- A service charged on a Rates Levy has changed; an authorised Council Officer is to then inspect the property in order to assess the property services
- Rates and Charges do not comply with the Revenue Statement
- In instances where a pensioner concession has not been correctly accounted for
- Valuation adjustment notification received from the Department of Natural Resources, Mines and Energy (DNRM)
- At the discretion of Council.

The Credit Levy that meets the requirements of this Policy can be processed upon authorisation of two authorised staff members. The authorised staff members are the Chief Executive Officer, the Director of Corporate and Community Services and the Corporate Services Team Leader.

13.5 Rates Write Offs

A Rates Write Off can be processed on a Rate Card should one of the following circumstances occur:

- The interest that accrues between an agreed final payment and the due date, provided that payment is received in full prior to due date. An agreed final payment and due date is determined by the Corporate Services Team Leader and approved by the Director of Corporate & Community Services and is generally fourteen (14) days
- Small Debts not exceeding \$5.00 (to be approved by the Corporate Services Team Leader)
- At the discretion of Council.

13.6 Sale of Land for Rate Arrears

Should outstanding rates fail to be paid in full for three years or more, Council is to commence proceedings to sell the property in order to recoup the debt in accordance with Chapter 4, Part 12, Division 3 of the *Local Government Regulation 2012*. Council must follow the procedures set out in the *Local Government Act 2009* and the *Local Government Regulation 2012*.



Ordinary Meeting of Council Tuesday 18 June 2024

8.6 Subject: Corporate Plan Review
Attachments: Corporate Plan
Author: Director Corporate & Community Services
Date: 6 June 2024

Executive Summary:

As part of the requirements Local Government Act, Council must adopt a Corporate Plan for a five year period. We have recently reviewed the plan and made minor adjustments and present for Council adoption.

Recommendation:

That Council adopts the Corporate Plan 2023-2028 as presented.

Background:

Council's current Corporate Plan covered the period 2018-2023, hence needs updating to cover future years. Staff have made a review and made adjustments to reflect Councillor and Staff changes and ensure it still aligns with Council objectives.

Consultation:

Chief Executive Officer

Legal Implications:

Compliance with Local Government Regulation 2012, section 166

Policy Implications:

Nil

Financial and Resource Implications:

Nil

InfoXpert Document ID: 131573



CORPORATE PLAN

2023-2028



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INTRODUCTION

CORPORATE PLAN

The Corporate Plan 2023-2028 is Council's principal strategic document. It provides a framework for identifying the priority issues and outcomes.

It guides how Council and its organisation will direct planning and resources to these issues and outcomes.

STATUTORY REQUIREMENTS IN CORPORATE PLANNING

The *Local Government Act 2009* and *Local Government Regulation 2012* require Council to consider its role in relation to the following matters when identifying the local and regional issues affecting its area:

- (a) development of arts and culture
- (b) disaster management
- (c) economic development
- (d) environmental management
- (e) maintenance, restoration or replacement of infrastructure in its area
- (f) public health management
- (g) managing issues relating to the following:
 - (i) community development
 - (ii) human services
 - (iii) housing for people living in the area
 - (iv) population change.

A local government must, when identifying the local and regional issues affecting its area, have regard to any foreseeable future issues that may affect its area. Council has reviewed its role in relation to these matters during the plan's drafting stage and will address them through the strategies listed in this document.

MCKINLAY SHIRE

McKinlay Shire is the gateway to the Gulf of Carpentaria. The shire spans some 41,000 square kilometers and embraces the townships of Julia Creek and Nelia on the Flinders Highway, and McKinlay and Kynuna on the Matilda Highway.

Julia Creek is the main town, and is located approximately 650 kilometers west of Townsville and 225 kilometers east of Mount Isa. A rural and regional shire, McKinlay is home to a productive and innovative pastoral industry, as well as the world's richest single mine producer of silver, lead and zinc at Cannington, and a copper mine in Eloise. The Shire's economy is diversifying with emerging vanadium mines and intensive agriculture developments.

The world's largest natural aquifer, the Great Artesian Basin, underpins and supports our community and the diversity of rich grazing lands and unique animal life the shire has to offer. McKinlay Shire has a proud history and flourishing industries and is a close family community. Looking into the future, it is set to enter a growth phase with progress in mining and as more people discover this little gem of the North West.

SHIRE PROFILE

CORPORATE PLAN

Scale

Size: 40 818 sq/km

Population: 1,050

Key Localities

Julia Creek (400)

McKinlay (10-20)

Kynuna (10)

Nelia (5)

Major Industries Grazing, Emerging farming industry, mining ventures at Cannington South32 (the largest producing of silver and lead in the world), Eloise Mine and Tourism.

Budget - Operational: \$19,000,000

Budget - Capital Works: \$47,000,000

Infrastructure

Road lengths: 2088.17 km

Council owned road: 1679.26 km

Aerodromes: 3

SES buildings: 3

Amenities block: 6

Aged persons unit: 8

Caravan Park: 1

Cattle Yards: 1



JULIA CREEK



Workforce

Employees: 57

Permanent: 34

Permanent Part Time: 4

Contract Executive and Managerial: 3

Contract Other: 3

Casual: 13

Community Centers

Julia Creek Civic Centre

CSA Building

Julia Creek Library

McKinlay Library

HACC Centre

McKinlay Community Hall

Jan Eckford Memorial Centre

Crafty Old School House

Fr. Bill Busuttin Centre

Smart Hub

Recreation Facilities

Julia Creek Indoor Sports Centre

Julia Creek Swimming Pool

Julia Creek Participation Space

Bike Safety Park

Kev Bannah Oval

McIntyre Park

Tennis Courts

Nerida Currin Skate Park

George Sills Park

Peter Dawes Park

Centenary Park



OUR VISION AND MISSION

A SUSTAINABLE COMMUNITY

A great place to live with a well-connected, strong, healthy and friendly community, McKinlay Shire will continue to sustain and grow as a place that represents the best aspects of outback living. McKinlay Shire supports a growing population to meet the key thresholds for social, health, education and commercial services and also underpins a sustainable, diversified rural economy. The community welcomes new industries that contribute to its overall vision and sustainability.

Ongoing improvements to infrastructure, amenities and services will continue to improve the healthiness and quality of life for residents and make McKinlay Shire an increasingly attractive and connected place for residents, tourists and visitors. Through good governance and partnerships, we strive to achieve quadruple bottom line outcomes that maximize the social, cultural, environmental and economic benefits of all our future actions.

A well-managed shire

A focus on Council's leadership and management of the shire and its assets.

A sustainable environment

A focus on the shire's built and natural environments and supporting infrastructure.

A vibrant community

A focus on the health, wellbeing and general quality of life for the community.

A strong economy

A focus on economic development to create employment growth and opportunity.

Asset Management Financial Sustainability



MESSAGE FROM MAYOR AND CEO

We are pleased to present the McKinlay Shire Council Corporate Plan 2023-2028 to our community and stakeholders.

It is a requirement that Council prepare a 5 year Corporate Plan which outlines the future strategic direction of the McKinlay Shire.

This plan is a corporate response to meeting the medium and long term needs of the McKinlay Shire Community and addresses a wide variety of issues which are presented under themes in line with Council's organisational structure of, Governance and Partnerships, Economic Development, Engineering, Environment & Regulatory, Community Services and Corporate Services.

This plan is primarily the responsibility of Councillor's, guiding decision making by current and future Councils. Furthermore, it provides management with clear strategic directions on matters relating to planning, infrastructure, services and facilities. The identified strategies are addressed on a yearly basis through the Council Operational Plan and associated budget which is focused on the community's vision and priorities.

Council has taken great pride in the development of this Corporate Plan and is committed to meaningful communication and accountability to the community and therefore will report on its progress to the community each year in the Council Annual Report.

This Corporate Plan is a living document which will be reviewed regularly to ensure that it remains current and responsive to the views of the community enabling continued improvement and sustainability for the McKinlay Shire in a changing economic and social environment.





OUR ORGANISATION

ELECTED MEMBERS

The Current Council of McKinlay Shire was elected on 16th March 2024 and comprises of:

Councillor Shauna Royes



Councillor John Lynch



Councillor Luke Spreadborough



Councillor Fiona Malone



MANAGEMENT TEAM

Trevor Williams
Chief Executive
Officer

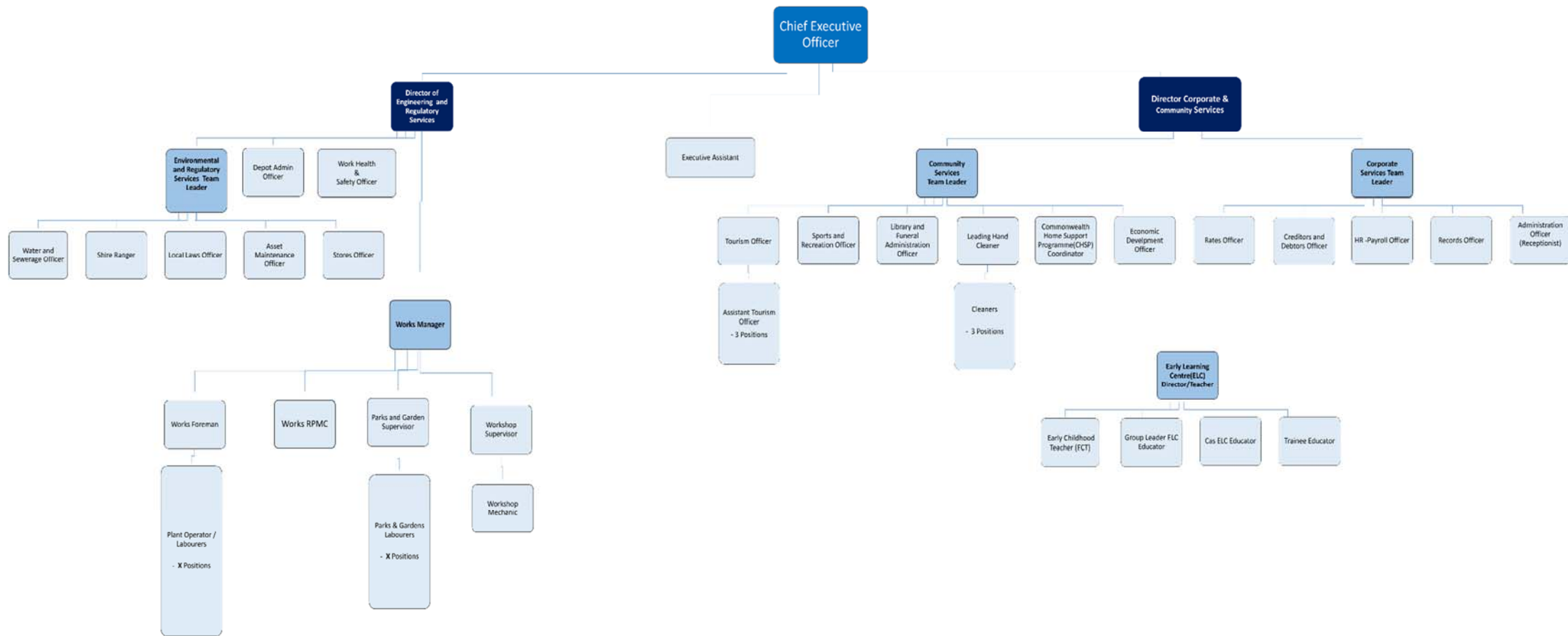
Cameron Scott
Director Engineering,
Enviromental and
Regulatory Services

Tenneil Cody
Director Corporate
and Community
Services



OUR ORGANISATION

Our structure consists of various departments that contribute to McKinlay Shire Council's overall mission and goals. Works, Tourism, Finance, Accounting, Human Resource and Community Services are just a few departments that work within this structure that contribute to a successful Local Government.



CORPORATE PLANNING AND REPORTING FRAMEWORK

This Corporate Plan will guide Council’s decision-making for the next five years.

These Corporate Plan programs align to the responsibilities of Council’s administrative organisation, so that objectives of each of these programs and strategies adopted to achieve those objectives become the responsibility of Council’s Executive Management team.



Corporate Plan Programs	Organisational Structure
Governance & partnerships Economic Development	CEO's Office
Shire Infrastructure	Engineering and Works
Health, Safety and Development Environmental Management	Environmental Health and Regulatory Services
Community Services and Facilities Corporate Services	Corporate & Community Services



GOVERNANCE MODEL

This Corporate Plan is now a key component of Council's governance model.

It is a coordinated and interlinked series of governance documents designed to drive the strategy formulation of Council.

It incorporates the:

- Corporate Plan
- Resourcing Plan
- Workforce Plan
- Community Plan
- Economic Development Plan
- Asset Management Plan
- Long Term Financial Plan.

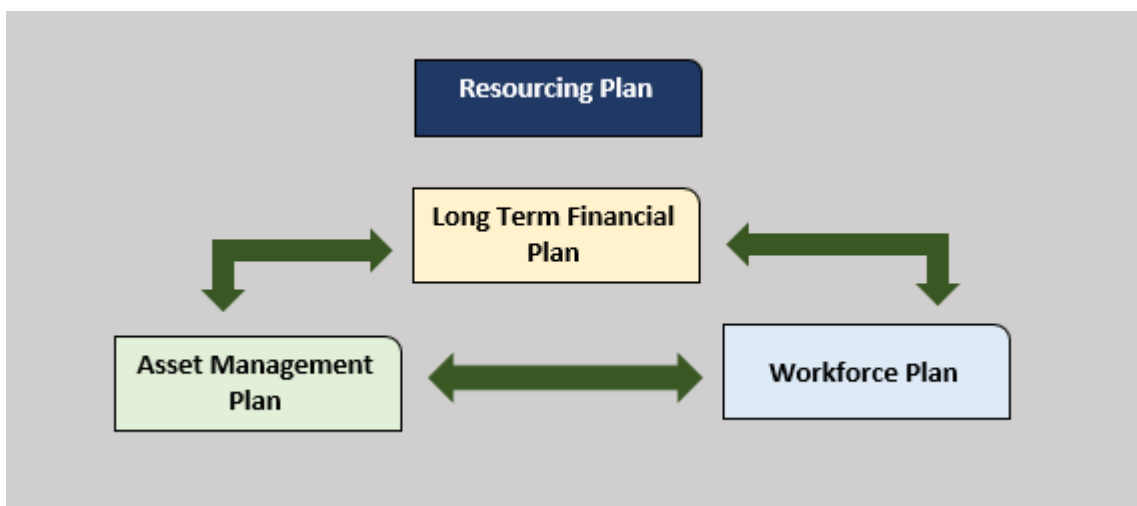
OPERATIONAL MODEL

Each financial year, Council prepares an Operational Plan which outlines specific outputs, activities and measures in response to the Corporate Plan's direction.

The Operational Plan subsequently provides direction to Council in respect to the annual budgeting process.

Reports that assess progress towards implementing the Corporate and Operational Plans are presented to Council at least every three months.

At the end of each financial year, Council's overall performance against the Operational Plan and success to date in addressing the Corporate Plan outcomes are reported to the community via an Annual Report.



PROGRAMS AND STRATEGIES

The following pages outline the strategies Council intends to deliver over the next five years to help achieve the strategic goals of Council.

These strategies will be delivered through several identified program areas:

Corporate Services
Community Services and Facilities
Economic Development
Engineering Services
Governance & Partnerships
Environment & Regulatory Services

GLOSSARY OF TERMS

Program: The particular outcome areas of the Corporate Plan where common or related functions and activities can be planned and executed in a coordinated manner. These activities are usually, but not always, contained in the same management area of the Council's organisation.

The term 'sub-program' is used to describe a logical subdivision of the program area.

Objective: The result that Council's activity in the program area is designed to produce.

Key strategy: The particular direction Council will seek to follow to achieve its objectives in a program area.

The following programs and their related sub-programs and key strategies will guide Council and its organisation in directing planning and delivery efforts over the next five years.



1. CORPORATE SERVICES

To provide Council with a professional, efficient and responsive organisation that manages the strategic and operational activities and resources of the Council, focusing on effective outcomes and financial sustainability.

Objective	Strategy	Measure	Target
1.1 Sound Financial Management	Provide professional and dedicated personnel, efficient systems and procedures to manage Council's finances effectively.	Compliance with Operational Plan	100%
		Long term financial plan. Developed and adopted	Developed and adopted
		Annual Budget developed compliant with legislation	100%
		External audit report number of risks identified.	3
1.2 Effective information systems	Plan, provide and maintain efficient information gathering, recording and reporting systems to support management and operations of the organisation.	Compliance with Public Records Act 2002.	100%
		Response time to Stakeholders.	7 working days
1.3 Workforce Management	Execute effective recruitment, induction and retention policies and practices, including incentives to relocate.	Average term of staff service.	Equal to state average
	Provision of suitable housing to attract / retain staff	Housing availability for council positions within organisational structure.	75% of workforce accommodated for through provision of housing
1.4 A nurturing workplace environment	Provide support for employees that nurtures positive values, develops effective skill.	Council data demonstrates increase in qualified/ skilled employees	5% increase
1.5 Effective industrial relations	Maintain an effective industrial relations policy that minimises conflict and produces collaborative enterprise agreements.	Collaboratively formed 2024 CA Registered.	Dec-24

2. COMMUNITY SERVICES AND FACILITIES

Provide a range of human services and community facilities, either directly, in partnership or by external parties, that meet the recreational, social, community support and cultural needs of community and visiting tourist.

Objective	Strategy	Measure	Target
2.1 Community services and support	Plan and provide services and financial support to individuals and organisations for community development and welfare purposes (including community connectedness)	\$ Amount of funding for sponsorship, donations and grants	Minimum \$25,000
2.2 Early learning services availability	Provision of early learning service in Julia Creek. Provide high quality care that promotes learning, development and positive self concept in a secure and supportive environment that is responsive to the child, team member, families and community needs.	Service availability	Full Time service Monday - Friday for all ages
2.3 Aged Care	Provide services to support aged citizens in their own homes and provide public housing where appropriate.	Aged Care Standards compliance	Maintain accreditation and increase service provision
2.4 Heritage and cultural preservation - Preserve and maintain historic and cultural development through support of the arts.	Provide or source funding to carry out Arts and Cultural activities in line with Council Arts & Cultural Policy.	Policy compliance.	100%
		\$ Amount of funding	>\$5,000
2.5 Community facilities	Provide and maintain physical and built facilities within the shire to meet the needs of the community with a focus on being an accessible community	Implement asset management plan recommendation.	100%
	Development of infrastructure to support community well being and social interaction. Design and construction of a recreational lake.	Design Completed Construction Completed	2025 2028
2.6 Recreation and sport- provide, maintain and manage recreation and sporting facilities with in the shire to meet the needs of the community	Develop and implement sport and recreation plan for the shire.	Percentage of implement of plan recommendations	100% by Yr. 5
2.7 Festivals and events	Plan, organise and resource appropriate festivals and public events and support those convened by others within the shire.	Financial support to NFP groups running community events. Community engagement with events committee	Minimum 4 events per FY.
2.8 Library services - Provide library services to the main centers of population in the shire.	Partner with State Library of Queensland to deliver library services to shire residents	Alignment with State Libraries Strategic Plan 2023-27	100%

3. ECONOMIC DEVELOPMENT

To proactively grow a stronger, more competitive and diverse economy, both locally and within the region, through providing support and investment in both business development, local employment opportunities and tourism development.

Objective	Strategy	Measure	Target
INDUSTRY AND EMPLOYMENT PROMOTION			
3.1 Regional links	Build strong links with adjoining local government and key external organisations to promote economic and employment development in the shire.	Membership of regional groups	2 (Mitez and NWROC)
3.2 Business attraction	Promote and encourage business to locate in the shire and provide incentives to local businesses to expand, including incentives to create employment opportunities and developing land for commercial industrial business.	Number new businesses to the shire	2
3.3 Community business development	Promote projects and business opportunities appropriate to Councils capacity as an economic entity within the region	Number of initiatives implemented	200%
3.4 Economic infrastructure	Advocate and encourage economic development infrastructure and services (including housing) to underpin capacity and connectivity in the region.	Number of renewed or new infrastructure and/ or services	2
		Number of houses constructed	6
3.5 Renewable Energy Opportunities Facilitated	Research and promote renewable and alternative energy sources (advocate on behalf of industry proponents)	Kilowatts renewable energy installed	150kw
3.6 Renewable Energy Strategy for Council Assets/Operations	Develop a renewable energy strategy for council assets /operations for the years 2024-2029 Implement strategies from the projects from the strategy as grant funding is sourced	Number of strategies implemented	one application per year for identified strategies
TOURISM AND AREA PROMOTION			
3.7 Support local and regional initiatives in Tourism promotion and information services for the shire and the region	Develop, adopt and implement Tourism Business plan including Tourism strategy	Visitor Information centre numbers	>10,000
3.8 Provision of accommodations and experiences at Julia Creek Caravan Park to meet visitors to the region	Provide a range of accommodation types for visitors ,caravan, self-contained ,accessible camping options	All needs met	100%



4. ENGINEERING SERVICES

To provide and maintain infrastructure assets to meet the existing and future needs of the shire for economic and social connectivity and for utility services.

Objective	Strategy	Measure	Target
4.1 Road Construction	Develop road Networks to support shire industry and development.	Length of prioritized and applicable unsealed roads is reduced.	Up to 5 Km of seal per year
		Current sealed road network is resealed in accordance with sound asset management practices.	10% of network resealed each year
		Shire roads remain open by prioritising work on sections that restrict vehicle access during wet periods	Reduce length of time roads are closed for similar rainfalls
4.2 Road Maintenance	Provide services to maintain shire roads, town streets and associated drainage.	Carry out works in line with Works Plan and budget.	90% Increase incomplete works at the same standard and expenditure of previous works.
		Develop and implement plans for better utilization of labour and hire equipment so as to improve productivity.	
4.3 Recoverable Works	Maintain Capability in the workforce to undertake works	Comply with guidelines and funding conditions including QA and timeframes.	100% Compliance
4.4 Asset Management	To achieve full financial and operational integration of asset planning, maintenance, replacement and service delivery .	Develop and implement asset management plan improvements to ensure infrastructure design and construction is fit for purpose and minimizes whole life costs.	Majority community satisfaction, long term sustainability and sound asset renewal indicators
4.5 Airport	Provide, maintain and operate Airport facilities.	Ensure air travel connectivity for the McKinlay Shire community.	Maintain 3 services per week Funding for business case from external grant body secured
		Plan to increase runway length to accommodate larger planes.	
4.6 Main Roads & DRFA	Lobby for increase for all main roads and disaster relief and recovery arrangements.	Improve all compliance obligations under all arrangements	100% Compliance
4.7 Water and Sewerage	Operate and maintain facilities to treat and dispose of sewerage in Julia Creek Township	Number of breaches ERA permit	Reduce number of breaches from year to year.
	Operate and maintain facilities to provide potable water to Julia Creek and non-potable water to other townships within the shire	Percentage of improvement actions in drinking water quality management plan carried out	Reduction in number of notifiable incidents from year to year.
	Liase with department of energy and water to formalize adherence to MSC drinking Water Quality Management Plan.	Urban water supply is secure and Management Plan adherence	100% compliant with Dept. Energy and water
4.8 Plant and workshop	Provide for acquisition, maintenance and management of councils plant and fleet	Carry out plant replacement program whilst identifying inefficiencies and waste	Plant replacement program completed each year

5.0 GOVERNANCE AND PARTNERSHIPS

To maintain a good governance framework that incorporates the elements of effective democratic representation, integrity, and strong inclusive leadership with strategic orientation, that fosters ongoing collaborative partnerships with community, industry and government stakeholder to produce an effective and sustainable organization

Objective	Strategy	Measure	Target
5.1 Integrity and accountability	Council applies the principles of accountability, integrity, leadership and social equity to its decision making	Appropriate systems in place for consistent and transparent decision making	100% Transparent
5.2 Best practice corporate governance	Maintain a corporate structure that reflects and meets the needs of the corporate plan	Review organizational structure against corporate plan.	Annually
	Maintain a comprehensive and effective planning and reporting process	Develop and implement integrated planning and reporting process	2025
	Provide sufficient resources to facilitate effective governance	% of identified corporate governance strategies that are funded	100%
	Develop a five year Internal Audit Plan and carry out internal audits	Audit Plan Developed Compliance with audit plan, i.e. audits completed as per the plan	Audits completed and recommendations of audit findings implemented
5.3 Effective management systems and policies	Maintain effective records management policy and procedure	Frequency of review of records management system and policy	Annually
	Maintain effective information management system	% of IT actions that are implemented	100%
5.4 Organisational Sustainability	Council long term financial plan, asset management plans and planning scheme is regularly reviewed and monitored	LTF and AMP's are developed and implemented through operational plans and annual budgets	2025
	Councils Corporate Plan sets in place the overall direction of Council's annual operational plan consistent with AMP's and LTFP	New Corporate Plan Developed	2025
	Council Prepares annual budgets consistent with Corporate Plan	Financial sustainability indicators met. Council receives an unqualified audit	Annually
5.5 Risk Management	Provide assurance to the community that Council is managing and mitigating risk to Council assets, personnel, finances and issue's may affect attaining corporate and community objectives	Develop and implement Enterprise Risk Management Framework	2025
5.6 Internal Governance	Ensure all workspace participants are informed and share a common set of values which build a climate of integrity and teamwork across Council and take responsibility for their workplace conduct.	Compliance with code of conduct. Number of non-compliances	<5
5.7 Partnerships	To develop and maintain strong and collaborative relationships with government at all levels	Number of programs secured and supported that benefit the community	
	To develop and implement programs to create constructive dialogue with industries operating within the region, resulting in collaborative partnerships for the benefit of the region		

6.0 ENVIROMENTAL & REGULATORY SERVICES

Ensure the natural and rural environment is maintained and developed to support existing and future lifestyles, where the community share responsibility of environmental sustainability.

Objective	Strategy	Measure	Target
6.1 Development of green energy opportunities	Actively encourage and promote green energy opportunities	Production capacity of green operations	Submit funding Application for grants to reduce electricity consumption when grants become available.
6.2 Pest and Animal Status of Shire is improved	Management plans are developed and implemented to protect the environment.	% of management plan targets that are met.	100
	Ensure where possible that Council decisions are in keeping with existing plans.	Number of decisions that are inconsistent with adopted plans	Nil
6.3 Effective Animal Control	Ensure local laws and relevant legislation is enforced as required.	Number of animal control complaints	<15 per year
6.4 Improved Waste Management	Reduce proportion of waste going into landfill and maintain operations and maintenance within development application approvals	Ensure compliance and maintaining a cost effective and sustainable waste management facilities	100% compliant and sustainable.
	Participate in the development and adopt the NWQROC Regional Waste Management Plan.	Implement the strategies contained in the plan as grant funding becomes available.	Strategy implemented
6.5 Efficient Livestock Facility	Provide a facility that best serves the needs of regional livestock industry including the leasing of the cattle loading railyard dip.	Number of Cattle weighed. Number of cattle loaded to rail	
6.6 Stock Route Management	Develop, evaluate and implement Councils Stock Route Management Plan with a focus on reserve land stocks in line with associated Land Management Plans.	Adherence and implementation of Stock route Management Plan	Full adherence
6.7 Community involvement	Facilitate community involvement through implementation of community programs. Eg Tidy Towns, Clean Up Australia, containers for change.	Number of community programs implemented	One (1) Community program per year.
6.8 Town Planning which meets community needs and applications growth.	Regularly review the town planning scheme and ensure development applications are assessed within accordance with the scheme and land use codes as required to meet existing and future demands.	Number of planning applications.	Compliance with Statutory timeframes
	Undertake accommodation needs and option assessment for Julia Creek.	Study undertaken subject to grant funding	Study completed by 2025

Objective	Strategy	Measure	Target
6.8 Town Planning which meets community needs and applications growth.	Develop residential and industrial land from concept to design to construction.	Development of residential lots - pending grant funding Development of industrial lots - pending grant funding	50 blocks by 25/26 Industrial Estate by 2025/26
6.9 Reduce the impact of weeds on the environment and rural production.	Work collaboratively with landholders external stakeholders to implement Weed Management Plan to reduce the spread of weeds.	Indicators met in Weed Management Plan.	
6.10 Effective Building Management	Develop and implement appropriate Asset Management Plan for all Council building Assets.	To achieve full financial and operational integration of asset planning, maintenance, replacement and service delivery.	Majority community satisfaction, long term sustainability and sound asset renewal indicators

USEFUL CONTACTS

Customer Contact
McKinlay Shire Council
29 Burke Street
Julia Creek QLD 4823

PO Box 177
Julia Creek QLD 4823
Phone: (07) 4746 7166
Email: reception@mckinlay.qld.gov.au

STAFF CONTACTS

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Chief Executive Officer
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Tenneil Cody
Director Corporate and Community Services
Email: finance@mckinlay.qld.gov.au

Cameron Scott
Director Engineering, Environment and Regulatory Services
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Kalan Lococo
Community Services Team Leader
Email: community@mckinlay.qld.gov.au

Executive Assistant
Email: executiveassistant@mckinlay.qld.gov.au

OUR COUNCILLORS

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Phone: 0429 468 485
Email: mayor@mckinlay.qld.gov.au

Cr Shauna Royes (Deputy Mayor)
Phone: 0427 467 666
Email: Shauna.royes@mckinlay.qld.gov.au

Cr John Lynch
Phone: 0428 468 797
Email: john.lynch@mckinlay.qld.gov.au

Cr Luke Spreadborough
Phone: 0428 467 664
Email: luke.spreadborough@mckinlay.qld.gov.au

Cr Fiona Malone
Phone: 0437 467 353
Email: fiona.malone@mckinlay.qld.gov.au

TOURISM INFORMATION CENTRE

Phone: 4746 7690
Email: tourism@mckinlay.qld.gov.au

LIBRARY SERVICES

Julia Creek Library
Phone: 07 4746 7930
Email: jclibrary@mckinlay.qld.gov.au

WEBSITES AND FACEBOOK

www.mckinlay.qld.gov.au
[Facebook.com/mckinlayshire](https://www.facebook.com/mckinlayshire)



9.0 CHIEF EXECUTIVE OFFICER



Ordinary Meeting of Council Tuesday 18th June 2024

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

Attachments: NIL

Author: CEO

Date: 7th June 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 7th June 2024 except where amended or varied by separate resolution of Council.

1. Media and Communications Masterclass

I have engaged with Peak Services Training to provide training to Councilors and senior staff in media and communications. Peak have broadcast journalist Kim Skubris available to deliver an engaging and interactive workshop in Julia Creek later in the year at a date to be confirmed.

The cost of training is \$7890 Ex GST. Council has a grant from the LGAQ for training staff. This will cover \$3,382 Ex GST. The balance will be funded from the Councilors Training vote (\$4,508).

Recommendation:

Council approves the engagement of Peak Services Training to provide a Media and Communications Masterclass for Councilors, the CEO and Directors for \$7,890.

2. McKinaly Shire Council Certified Agreement

The existing Certified Agreement expired on 3rd June 2024. This agreement was a 2-year agreement.

The first meeting for developing the new agreement is scheduled for Wednesday 19th June. Council will be represented by the CEO and 2 Directors. We have also engaged Peak Services to provide advice. The unions involved in the meeting are the AWU, the CFMEU and the Services Union.

Recommendation:

For Council Information

3. Meetings with External Organizations in June

The Mayor and CEO have a meeting scheduled on 17th June with Powerlink staff to discuss the Copperstring Workforce Accommodation and Facilities in Julia Creek.



Ordinary Meeting of Council Tuesday 18th June 2024

The Mayor and CEO also have a meeting with Inspector Erin Shawcross and the McKinlay community on 20th June to discuss policing arrangements.

Recommendation:

For Council Information

Policy/Legislative:

LG Act 2009 & LG Regulation 2012

Policies

Awards

Operational Financial and Resource Implications:

To be further advised

Consultation and engagement:

Councilors

Directors

Relevant Council staff

External agencies

InfoXpert Document ID: 131582



9.2 Subject: Request to Write-Off Missing Floating Plant and Loose Tools
Attachments: N/A
Author: CEO
Date: 7 June 2024

Executive Summary:

Request to Council to write-off the missing Floating Plant and Loose Tools (FPLT) of \$10,820.88, as per requirement of Local Government Regulations.

Recommendation:

That Council resolve to write-off the missing Floating Plant and Loose Tools of \$10,820.88.

Background:

A stocktake of Floating Plant and Loose Tools was undertaken by the Stores Officer following the departure of a previous council staff member. A significant amount of FPLT was unable to be accounted for at the time of the stocktake. A letter of demand to return missing FPLT was issued to the former employee. The response from the former employee was to deny that the former employee had any council FPLT.

In accordance with the Local Government Regulation, I have reported the matter to the police, the Crime and Corruption Commission and the Auditor-General. Once the write off is approved I shall report to the Local Government Department who will advise the Minister.

Consultation: (Internal/External)

- Store person
- Preston Law
- Queensland Police

Legal Implications: N/A

Policy Implications:

Debtor Policy recovery actions were attempted

Financial and Resource Implications:

Outstanding amount to be written off is \$10,820.88.

InfoXpert Document ID: 131614



CONFIDENTIAL

Confidentiality:

This report is CONFIDENTIAL in accordance with *Section 254 3(e) of the Local Government Regulation 2012*, which provides for a local government to resolve that a meeting be closed to the public if its Councilor's consider it necessary to discuss legal advice obtained by Council.

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Ordinary Council Meeting Tuesday 18th June 2024

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10. WORKPLACE HEALTH AND SAFETY



Ordinary Meeting of Council Tuesday, 18th of June 2024

10.1 Subject: WHS Report –May 2024

Attachments: Nil

Author: WHS Officer

Date: 18 June 2024

Executive Summary:

This report outlines the general status of Work Health and Safety at McKinlay Shire Council for the period of May 2024.

Recommendation:

That Council receives the May 2024 WHS Report.

Background:

This report outlines the general status of Work Health and Safety at McKinlay Shire Council for the period of May 2024.

Consultation: (internal/External)

Nil

Legal Implications:

Nil

Policy Implications:

Nil

Financial and Resource Implications:

As provided in the report.

InfoXpert Document ID: 131630



Ordinary Meeting of Council Tuesday, 18th of June 2024

		Actual	Budget
3700	Workplace Health and Safety	\$264,445	\$250,000

- Handled all current LGW claims
 - Organised for staff to Complete online course for Traffic Management implementation (7) Employees
 - Have completed (8) new Employee or Contractor inductions
 - Started setting up the Management system to the comply with the structure Element 1 to 5 (National self – insurer OHS management system)
 - Updated the Incident report for to a more user Friendly format
-
- **LGW WorkCare** There has been a total of 2 Claims the year with a total amount incurred of \$482.00
 - **Incidents** in May there have been a total of (5) new incident for the month.



11. CLOSE