

# Ordinary Meeting Agenda

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

Tuesday 19<sup>th</sup> November 2024, 8:30am

Notice is hereby given that an Ordinary Meeting will be held at the Council Chambers,  
Civic Centre, Julia Creek on 19<sup>th</sup> November 2024 at 8:30am.

## ORDER OF BUSINESS

1. Opening	3
2. Attendance	3
2.1 Appointment	3
3. Declaration of Conflict of Interest	3
4. Confirmation of Minutes 2024	3
4.1 Minutes of Ordinary Meeting 15 <sup>th</sup> November 2024	4 - 14
4.2 Minutes of Special Meeting 28 <sup>th</sup> November 2024	15 - 21
<b><u>5. ENGINEERING REPORT</u></b>	
5.1 Engineering Services Monthly Report October 2024	23 - 26
<b><u>6. ENVIRONMENTAL &amp; REGULATORY SERVICES REPORT</u></b>	
6.1 Environmental and Regulatory Services Monthly Report October 2024	28 - 39
6.2 Environmental & Regulatory Services - Derelict	40
<b><u>7. COMMUNITY SERVICES REPORT</u></b>	
7.1 Community Services Monthly Report October 2024	42 – 49
7.2 Bush Dinner Policy Review November 24	50
7.2.1 Bush Dinner Policy v2.1 Nov 24	51 - 52
7.3 Library Public Access Internet Policy Review	53
7.3.1 Library Internet Usage Policy v1.2 November 24	54 - 56
7.4 Seniors Living Units Pet Policy Review	57
7.4.1 Seniors Living Pet Policy v1.2 November 24	58 - 59
7.5 Donation Request – Nelia CWA Christmas Tree Event	60
<b><u>8. CORPORATE SERVICES REPORT</u></b>	
8.1 Corporate Services Report October 2024	62 – 65
8.2 Employee Professional Development & Training Policy Review	66
8.2.1 Employee Professional Development & Training 2024	67 - 72
8.3 Final Management Report 2024	73 - 74
8.3.1 MSC FY24 Signed Closing Report	75 - 91
8.3.2 Management Letter McKinlay	92 - 95
8.4 CORP – 4 <sup>th</sup> Quarter Review 2023-24	96 - 97
8.4.1 Q4 Review Operational Plan 2023-24	98 - 127
<b><u>9. CHIEF EXECUTIVE OFFICERS REPORT</u></b>	
9.1 CEO Report to Council Meeting November 2024	129 - 131
<b><u>10. WORKPLACE HEALTH AND SAFETY</u></b>	
10.1 WHS&R Report October 2024	133 - 134
<b><u>11. GENERAL BUSINESS</u></b>	135
<b><u>12. CLOSE</u></b>	136

## **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, and Cr. F Malone  
Cr. J Lynch via TELEPHONE

### Staff:

Chief Executive Officer, Mr. Trevor Williams  
Director of Engineering, Environment and Regulatory Services, Mr. Cameron Scott  
Team Leader, Environmental and Regulatory Services, Mr. Jason Brady  
Acting Director, Community Services, Mr Kalan Lococo  
Acting Director, Corporate Services, Ms Aimie Batt  
Executive Assistant, Ms Cathy Bowe

### Apologies:

Director of Corporate and Community Services, Ms Tenneil Cody

## **2.1 APPOINTMENT**

NIL

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

NIL

## **4. CONFIRMATION OF MINUTES**

- 4.1 That the Minutes of the Ordinary Meeting on the 15<sup>th</sup> October 2024 be confirmed.
- 4.2 That the Minutes of the Special Meeting on the 28<sup>th</sup> October 2024 to be confirmed.



MCKINLAY SHIRE COUNCIL

***UNCONFIRMED MINUTES***

**OF THE**

**ORDINARY MEETING OF COUNCIL**

HELD AT THE

BOARDROOM, CIVIC CENTRE  
JULIA CREEK

**15<sup>th</sup> October 2024**

## ORDER OF BUSINESS

1. Opening
2. Attendance
- 2.1 Appointment
3. Declaration of Conflict of
4. Confirmation of Minutes August 2024
- 4.1 Minutes of Ordinary Meeting 17<sup>th</sup> September 2024
- 4.2 Business Arising from Previous Minutes

### **5. ENGINEERING REPORT**

- 5.1 Engineering Services Monthly Report
- 5.2 Resolution to Withdraw Item 5.2 Recommendation Report WP03 V1

### **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 Regional Arts Development Fund – McKinlay Shire Council Application – A Garden Party by ARC Circus
- 7.3 Purchase of Accessible Cabin for Julia Creek Caravan Park
- 7.4 Arts & Crafts Cultural Policy Report October 2024
- 7.5 Community Grants Policy October 2024
- 7.6 Independent Living Units for Older Persons Policy October 2024
- 7.7 Julia Creek Caravan Park Bookings and Cancellations Policy Review October 2024

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

- 8.1 Corporate Services Report
- 8.2 Report to Council – Acquisition

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

- 9.1 CEO Report to Council Meeting September 2024

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

- 10.1 WHS&R Report September 2024
- 10.2 WHS&R Drug & Alcohol Policy October 2024

### **11. GENERAL BUSINESS**

### **11. CLOSE**

## 1. OPENING BUSINESS

All Councillors having signed the Attendance Book, Mayor Janene Fegan declared the meeting open at 8.32am.

## 2. ATTENDANCE

**Mayor:** Cr. J Fegan

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

PDM – Mr Jim Sullivan

PDM – Mr Adam Sadler

Executive Assistant, Ms. Cathy Bowe

**Apologies:** Nil

## 3. DECLARATION OF CONFLICT OF INTEREST

1.

Nil

## 4. CONFIRMATION OF MINUTES

### 4.1 Confirmation of Minutes – Ordinary Meeting

Confirmation of Minutes of the Ordinary Meeting of Council held on the 17<sup>th</sup> September 2024 be confirmed.

### RECOMMENDATION

*That the Minutes of the Ordinary Meeting of Council held on 17<sup>th</sup> September 2024 be confirmed.*

### Resolution No. 070/2425

Minutes of the Ordinary Meeting of Council held on 17<sup>th</sup> September 2024 be confirmed with changes that have been updated and circulated to all attendees.

Moved

Cr. S Royes

Seconded

Cr. F Malone

CARRIED 5/0



## 6. ENVIROMENTAL AND REGULATORY SERVICES

### 6.1 Environmental and Regulatory Services Report

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

#### RECOMMENDATION

*That Council receives the September 2024, Environmental and Regulatory Services Report, noting that the actual expenditure should show dollars and cents.*

#### **Resolution No. 073/2425**

Council receives the September 2024 Environmental and Regulatory Services Report.

Moved

Cr. J Lynch

Seconded

Cr. S Royes

CARRIED 5/0

## 7. COMMUNITY SERVICES

### 7.1 Community Services Monthly Report

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

#### RECOMMENDATION

*That Council receives the Community Services monthly report for September 2024.*

#### **Resolution No. 074/2425**

Council receives the Community Services monthly report for September 2024.

Moved

Cr. F Malone

Seconded

Cr. L Spreadborough

CARRIED 5/0



## 7.2 Regional Arts Development Fund – McKinlay Shire Council Application

Council has received a Regional Arts Development Fund (RADF) Application that was assessed by the RADF Committee and recommended for approval:

- McKinlay Shire Council presents 'A Garden Party' by ARC Circus - \$3,300

### **RECOMMENDATION:**

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

- *McKinlay Shire Council presents 'A Garden Party' by ARC Circus - \$3,300*

### **Resolution No. 075/2425**

Council resolves to support the recommendations made by the RADF Committee to support McKinlay Shire Council presents 'A Garden Party' by ARC Circus - \$3,300

Moved

Cr. L Spreadborough

Seconded

Cr. S Royes

CARRIED 5/0

## 7.3 Purchase of Accessible Cabin for Julia Creek Caravan Park

Council has recently secured funding to supply and install a fully-accessible, self-contained cabin catering for persons with disabilities (PWD) at Julia Creek Caravan Park as part of its 2024/25 Capital Works Program with a total project cost of \$250,000. Given the project timeframes, budget and Council previously utilising Asset Cabins and Homes for housing and accommodation projects, it is recommended to enter into an agreement with the supplier under 4.9 *Exceptions for medium-sized and large-sized contractual arrangements* of Council's Procurement Policy namely exception (e) *entering into a contract under an LGA Arrangement established in accordance with the requirements of section 234 of the Regulation*.

### **RECOMMENDATION:**

*That Council resolve to;*

- Engage Asset Cabins and Homes to provide an accessible cabin at Julia Creek Caravan Park for \$212,490 ex GST and authorize the Chief Executive Officer to negotiate and execute the contract under LocalBuy Contract LB304.*

### **Resolution No. 076/2425**

Council resolve to:

a) Engage Asset Cabins and Homes to provide an accessible cabin at Julia Creek Caravan Park for \$212,490 ex GST and authorize the Chief Executive Officer to negotiate and execute the contract under LocalBuy Contract LB304.

Moved

Cr. J Fegan

Seconded

Cr. S Royes

CARRIED 5/0

**7.4 Arts & Cultural Policy**

Council approved and implemented the Arts & Cultural Policy v3.0 in August 2022. This policy has been reviewed, updated and presented to Council for adoption.

**RECOMMENDATION:**

*That Council adopt the Arts & Cultural Policy v3.1*

**Resolution No. 077/2425**

Council resolves to adopt the Arts & Cultural Policy v3.1

Moved Cr. L Spreadborough Seconded Cr. S Royes

CARRIED 5/0

**7.5 Community Grants Policy**

Council approved and implemented the Community Grants Policy v5.0 in June 2022. This policy has been reviewed, updated and presented to Council for adoption.

**RECOMMENDATION:**

*That Council adopt the updated Community Grants Policy v5.1*

**Resolution No. 078/2425**

Council resolves to adopt the updated Community Grants Policy v5.1

Moved Cr. J Lynch Seconded Cr. F Malone

CARRIED 5/0

**7.6 Independent Living Units for Older Persons Policy**

Council approved and implemented the Independent Living Units for Older Persons Policy v2.0 in March 2022. This policy has been reviewed, updated and presented to Council for adoption.

**RECOMMENDATION:**

*That Council adopt the Independent Living Units for Older Persons Policy Version 2.1*

**Resolution No. 079/2425**

Council resolves to adopt the Independent Living Units for Older Persons Policy 2.1

Moved Cr. J Fegan Seconded Cr. F Malone

CARRIED 5/0

**7.7 Caravan Park Bookings Terms and Conditions Policy**

Council approved and implemented the Caravan Park Bookings Terms and Conditions Policy v3.0 in September 2023. This policy has been reviewed, updated, and presented to Council for adoption.

**RECOMMENDATION:**

*That Council adopt the updated Caravan Park Bookings Terms and Conditions Policy v3.1*

**Resolution No. 080/2425**

Council resolves to adopt the updated Caravan Park Bookings Terms and Conditions Policy v3.1

Moved Cr. L Spreadborough Seconded Cr. J Lynch

CARRIED 5/0

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

The Corporate Services Report as of 30<sup>th</sup> September 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 30<sup>st</sup> September 2024.*

**Resolution No. 081/2425**

Council receives the monthly Corporate Services Report for the period ending 30<sup>th</sup> September 2024.

Moved Cr. L Spreadborough Seconded Cr. S Royes

CARRIED 5/0

**PROCEDURAL MOTION**

That the meeting be closed for item 8.2 to the public in accordance with Section 254J(3)(e) of the *Local Government Regulation 2012*, which permits the meeting to be closed to the public to discuss legal advice obtained by the local government.

**Resolution No. 082/2425**

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

Moved Cr. F Malone

Seconded Cr. S Royes

CARRIED 5/0

**Meeting Closed at 10.10am**

**PROCEDURAL MOTION**

The meeting to re-open the Ordinary Meeting of Council to the public.

**Resolution No. 083/2425**

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

Moved Cr. S Royes

Seconded Cr. J Fegan

CARRIED 5/0

**Meeting Opened at 10.13am**

**8.2 Acquisition of land for overdue rates or charges – Nelia Street, Julia Creek (Lot 8 on CP N6311 – Assessment 00465-00000-000)**

This report is presented to Council to consider whether to resolve to acquire the land located at Nelia Street, Julia Creek (Lot 8 on CP N6311; Assessment: 00465-00000-000) for overdue rates or charges.

The land meets the requirements of section 148 of the *Local Government Regulation 2012* which relate to acquiring land for overdue rates or charges.

**RECOMMENDATION:**

*That Council resolves to:*

- (a) *acquire the land located at Nelia Street, Julia Creek (described as Lot 8 on CP N6311 (Assessment: 00465-00000-000) (“the Land”)) for overdue rates or charges pursuant to section 149(1) of the Local Government Regulation 2012; and*
- (b) *delegate to the Chief Executive Officer its powers to give a Notice of Intention to Acquire the Land to all interested parties, and power to take all further steps required under sections 149, 150 and 151 of the Local Government Regulation 2012 to effect the acquisition of the Land.*

**Resolution No. 084/2425**

Council resolves to:

- (a) acquire the land located at Nelia Street, Julia Creek (described as Lot 8 on CP N6311 (Assessment: 00465-00000-000) ("the Land")) for overdue rates or charges pursuant to section 149(1) of the Local Government Regulation 2012; and
- (b) delegate to the Chief Executive Officer its powers to give a Notice of Intention to Acquire the Land to all interested parties, and power to take all further steps required under sections 149, 150 and 151 of the Local Government Regulation 2012 to effect the acquisition of the Land.

Moved Cr. L Spreadborough

Seconded Cr. J Lynch

CARRIED 5/0

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

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

**RECOMMENDATION:**

*That Council receive and note the report from the Chief Executive Officer for the period ending 9<sup>th</sup> October 2024 except where amended or varied by separate resolution of Council.*

**Resolution No. 085/2425**

That Council receive and note the report from the Chief Executive Officer for the period ending 9<sup>th</sup> October 2024 except where amended or varied by separate resolution of Council.

Moved Cr. L Spreadborough

Seconded Cr. J Lynch

CARRIED 5/0

**1. Meetings with External Organisations in October**

The Mayor and CEO met with representatives from the AEC Group to discuss the towards net zero strategy for McKinlay Shire. The Mayor and CEO also attended a meeting of the Hipco Project group together with Flinders and Richmond Shires Mayors and CEO's. The Mayor and CEO have meetings scheduled on 10<sup>th</sup> October with Bio Energy to discuss a micro-grid power solution for the future industrial block; on 29<sup>th</sup> October in Cloncurry with QPS to work through the State Disaster Management Plan.

**RECOMMENDATION:**

*For Council Information*

## 10. WORKPLACE HEALTH AND SAFETY

### 10.1 Workplace Health and Safety

This report outlines the general status of Work Health and Safety at McKinlay Shire Council for the period of September 2024.

#### RECOMMENDATION

*That Council receives the September 2024 WHS Report.*

#### **Resolution No. 086/2425**

That Council receives the September 2024 WHS Report.

Moved

Cr S. Royes

Seconded

Cr J. Lynch

CARRIED 5/0

### 10.2 WHS Report – Drug and Alcohol Policy

This report outlines the Drug and Alcohol Policy that is up for approval. The policy has been reviewed updated with Consultation from the Director of Engineering

#### Recommendation:

*That Council moves to adopt the updated Drug and Alcohol Policy*

#### **Resolution No. 087/2425**

That Council moves to adopt the updated Drug and Alcohol Policy

Moved

Cr S. Royes

Seconded

Cr J. Fegan

CARRIED 5/0

## 11. GENERAL BUSINESS

*Cr. S Royes - Enquired about the status of the school crossing*

*Cr. L Spreadborough- Received Positive Feedback about work done on Helen Downs Road  
Property Owner at Nelia flagged use of water at bore by TMR*

*Cr. J Fegan - QEM Mast – requested note out to community*

## 11. CLOSURE OF MEETING

The Chair of the meeting Mayor Cr. Janene Fegan declared the meeting closed at 10.41 am.



MCKINLAY SHIRE COUNCIL

***UNCONFIRMED MINUTES***

**OF THE**

**SPECIAL MEETING OF COUNCIL**

HELD AT THE

BOARDROOM, CIVIC CENTRE  
JULIA CREEK

**28<sup>th</sup> October 2024**

## ORDER OF BUSINESS

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

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

- 4.1 VP242754 DRFA WP03 Award
  - 4.1.1 Recommendation Report WP03
- 4.2 Award Sealing Punchbowl Rd
  - 4.2.1 24152 Punchbowl
  - 4.2.2 KBQ00720 – Punchbowl – McKinlay
  - 4.2.3 SS-2024-471 McKinlay – Punchbowl
  - 4.2.4 T5111 Punchbowl Road 21-10-24

### **5. ITEMS FOR DISCUSSION**

- 5.1 Development Application – 33 Goldring Street, Julia Creek
  - 5.1.1 Attachment 1 – DA Form 1 and 2
  - 5.1.2 Attachment 2 – Town Planning Report
  - 5.1.3 Attachment 3 – Engineers Report
  - 5.1.4 Attachment 4 – Schedule of Conditions

### **11. CLOSE**



## 1. OPENING BUSINESS

All Councillors having signed the Attendance Book, Mayor Janene Fegan declared the meeting open at 8.28 am.

## 2. ATTENDANCE

**Mayor:** Cr. J Fegan

**Members:** Cr. S Royes Cr. L Spreadborough and Cr. F Malone

**Staff:**

Chief Executive Officer, Mr. Trevor Williams

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

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

Executive Assistant, Ms. Cathy Bowe

Other people in attendance:

Mr. Jim Sullivan – Director – PDM

Mr. Adam Sadler – Principal Project Manager - PDM

**Apologies:**

Cr. John Lynch

Director of Corporate & Community Services, Ms. Tenneil Cody

Acting Director Community Services, Mr. Kalan Lococo

## 3. DECLARATION OF CONFLICT OF INTEREST

Nil

**4. ITEMS FOR DISCUSSION****PROCEDURAL MOTION**

*That the meeting be closed for item 4.1 to the public in accordance with Section 254J part 3(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public to consider negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.*

**Resolution No. 088/2425**

Council resolves to close the meeting for item 4.1 to the public in accordance with Section 254J part 3(g) of the *Local Government Regulation 2012*, which permits the meeting to be closed to the public to consider negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

Moved	Cr. S Royes	Seconded	Cr. L Spreadborough
			CARRIED 4/0

**Meeting Closed at 8.32am****PROCEDURAL MOTION**

*The meeting to re-open the Ordinary Meeting of Council to the public.*

**Resolution No. 089/2425**

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

Moved	Cr. S Royes	Seconded	Cr. L Spreadborough
			CARRIED 4/0

**Meeting Opened at 9.18 am**

#### 4.1 VP424754 2024 DRFA WP03 AWARD

The purpose of this report is for Council to consider submitted quotations and award Preferred Contract Status for VP424754 – WP03 Southwest

McKinlay Shire Council was a declared Natural Disaster Area January and February 2024, due to the effects of Tropical Cyclone KIRRILY and associated Rainfall and Flooding event. Council has since undertaken the grant applications in accordance with the QRA guidelines for the Restoration of Essential Public Assets.

#### **RECOMMENDATION**

*That Council Resolves to;*

- a) Accept Crocker Rural as preferred contractor for contract VP424754 and;*
- b) In accordance with the Local Government Act 2009, Council delegate authority to the Chief Executive Officer to enter into a contract, negotiate, finalise and execute any and all matters associated with or in relation to the contract subject to Council's existing procurement policies and practices and the approval by QRA for the above recommended market value and costs to execute the contract and;*
- c) Note the submitted amount for Crocker Rural for Contract VP424754 is \$3,884,367.42 (excl GST).*

#### **Resolution 090/2425**

Council resolves to:

- a) Accept Crocker Rural as preferred contractor for contract VP424754 and;
- b) In accordance with the Local Government Act 2009, Council delegate authority to the Chief Executive Officer to enter into a contract, negotiate, finalise and execute and all matters associated with or in relation to the contract subject to Council's existing procurement policies and practices and the approval by QRA for the above recommended market value and costs to execute the contract and;
- c) Note the submitted amount for Crocker Rural for Contract VP424754 is \$3,884,367.42 (excl GST).

Moved

Cr. J Fegan

Seconded

Cr F. Malone

CARRIED 4/0

## 4.2 AWARD SEALING PUNCHBOWL ROAD

This report seeks Council's endorsement to engage Stabilised Pavements Australia Pty Ltd to undertake 23,500m<sup>2</sup> sealing works on Punchbowl Road.

### RECOMMENDATION

*That Council Resolves to:*

- a) *Engage Stabilised Pavements Australia to undertake sealing works on Punchbowl Road as detailed in their quotation #T5111 for \$241,345.00 ex GST.*

### **Resolution 091/2425**

Council resolves to:

- a) Engage Stabilised Pavements Australia to undertake sealing works on Punchbowl Road as details in their quotation #T5111 for \$241,345.00 ex GST.

Moved

Cr. S Royes

Seconded

Cr L. Spreadborough

CARRIED 4/0

## 5. ITEMS FOR DISCUSSION

### 5.1 DEVELOPMENT APPLICATION 33 GOLDRING STREET, JULIA CREEK

This report addresses a Development application by Pompano Holdings for a Material Change of Use and Building Works for the Julia Creek Hotel, File no. 2023-2024-10 refers.

### RECOMMENDATION

*That Council Resolves to:*

- a) *Approve Development Application File no. 2023-2024-10 by Pompano Holdings for demolition of existing hotel and building non-resident workforce accommodation as per the approved plans and conditions.*

**Resolution 092/2425**

Council resolves to:

a) Approve Development Application File no 2023-2024-10 by Pompano Holdings for demolition of existing hotel and building non-resident workforce accommodation as per the approved plans and conditions.

Moved

Cr. F. Malone

Seconded

Cr L. Spreadborough

CARRIED 4/0

**11. CLOSURE OF MEETING**

The Chair of the meeting Mayor Cr. Janene Fegan declared the meeting closed 10.26 am.

UNCONFIRMED



## **5.0 ENGINEERING SERVICES**

---



**5.1 Subject:** Engineering Services Monthly Report October 2024  
**Attachments:** Nil  
**Author:** Engineering Services Department  
**Date:** 11<sup>th</sup> November 2024

**Executive Summary:**

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

**Recommendation:**

*That Council receives the Engineering Services monthly report for October 2024.*

**Background:**

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

**RMPC**

	Actual	Budget YTD	Budget
<b>1610 RMPC Works</b>	\$353,544	\$547,000	\$1,641,000
<ul style="list-style-type: none"> <li>• Pothole patching               <ul style="list-style-type: none"> <li>○ Kynuna Road (5807)</li> <li>○ Wills Development Road (78A)</li> <li>○ Richmond road (14D)</li> <li>○ Cloncurry Road (14E)</li> </ul> </li> <li>• Road Inspections and Backlog confirmation               <ul style="list-style-type: none"> <li>○ Kynuna Road (5807)</li> <li>○ Wills Development Road (78A)</li> <li>○ Richmond road (14D)</li> <li>○ Cloncurry Road (14E)</li> </ul> </li> <li>• Road runs (rubbish collection and dead animal removal)               <ul style="list-style-type: none"> <li>○ Cloncurry Road (14E)</li> <li>○ Richmond road (14D)</li> </ul> </li> </ul>			

**Cannington Road**

	Actual	Budget YTD	Budget
<b>1630 Cannington Road Works</b>	\$187,503	\$148,333.33	\$445,000
<ul style="list-style-type: none"> <li>• Pothole Patching</li> <li>• Marker post replacement</li> <li>• Road runs, dead animal and rubbish removal</li> </ul>			



### Roads Maintenance

	Actual	Budget YTD	Budget
<b>1100 R&amp;M Town and Shire Roads</b>	\$316,379	\$415,000	\$1,245,000

- Local town bitumen patching
- Local town earthen drain clearing and spoil removal
- Eulolo Road upgrades

### Workshop

	Actual	Budget YTD	Budget
<b>1510 Repairs and Maintenance - Plant &amp; Vehicles</b>	\$546,739	\$416,666.66	\$1,250,000

- Caterpillar 140m Plant #20 – reports overheating – cats in engine bay – cleared cats away and fitted new belt – testing ok
- NHVR inspections on some vehicles
- Ongoing servicing repairs and maintenance to council plant and equipment
- General repairs and servicing as required

### Parks and Gardens

	Actual	Budget YTD	Budget
<b>2700 Parks &amp; Gardens and Amenities – Operations</b>	\$173,289	\$180,000	\$540,000

#### **Julia Creek**

- Daily tasks – Toilet cleaning, watering, irrigation repairs and maintenance
- Weekly tasks – Refuse collection, Mowing, Oorindi toilet cleaning
- Weekly Slash and mow Peter Dawes, Lions, Cemetery and Dog Park.
- 1 Funeral Service - Cremation

#### **Kynuna**

- Bi-Weekly – Toilet cleaning, Rest Area and Playground cleaning and weed spraying
- Slashing and clearing on the entrances to town
- Clearing and slashing around Toilets, Rest Area and Playground

#### **McKinlay**

- Daily tasks – Town Toilet cleaning and watering
- TMR Rest area Toilet cleaning





Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2024

- Weekly Slash and mow of Tennis court area and Main Town playground and Park

**Airport**

	Actual	Budget YTD	Budget
<b>1300 Airport Operational Costs</b>	\$56,268	\$52,000	\$156,000

- Loose stones swept off runway and tarmac
- Three ARO's taking turns to work at airport to clear birds for REX plane

**Projects**

**DRFA**

Work Package	Next Month Forecast
2023 WP06 Sealed Network Repairs	Commence closeout, Market Update & Report for QRA
2024 WP01 SE	Finalise Contract, Commence Site Works.
2024 WP02 S	Preferred status awarded, Finalising Quarry Preparations & SSE, BOQ & Haulage negotiations, contracts to be finalised
2024 WP03 SW	Preferred status awarded, BOQ & Haulage negotiations, contracts to be finalised
2024 WP04 NW	Finalise Contract, Commence Site Works.
2024 WP05 NE	Finalise Contract, Commence Site Works.
2024 WP07 – Cooradine Road	Review Approved Scope, Develop RFQ Documentation, BOQ & Project Plan
2023 REPA Oorindi Culvert Works	Documentation for RFQ and put to market.

Work Package	Current Work Locations
2023 WP06 Sealed Network Repairs	Durack – currently in Defects Liability Period – no issues QRA closeout processes with Finance Team
2023 REPA Oorindi Culvert Works	Culvert units ordered from Humes & Documentation completed
2024 CDO & Emergent	Respond to Sample Queries to finalise approval
2024 REPA Works	WP03 Preferred Contractors Status – RSHQ SSE nomination completed Pickup & Scoping of Sealed Network Defects – 95% complete Pickup & Scoping of Pipes & Culvert crossing – 100% complete developing QRA submission Quarry Pit management with RSHQ Preliminary Prestart Meeting undertaken WP02, WP03 & WP04 WP01,04,05 – Haulage & BOQ resolved – Finalising Contract negotiations



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2024

**Other Works**

Seal works Punchbowl planned in late November/early December.

**Legal Implications:**

Nil

**Policy Implications:**

Nil.

**Financial and Resource Implications:**

As provided in the report.

**InfoXpert Document ID:**



## **6.0 ENVIRONMENTAL & REGULATORY SERVICES**

---



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2024

**6.1 Subject:** Environmental and Regulatory Services Report – October 2024

**Attachments:** Nil

**Date:** 13<sup>th</sup> November 2024

---

**Executive Summary:**

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

**Recommendation:**

*That Council receives the October 2024. Environmental and Regulatory Services Report.*

---

**Background:**

This report outlines the general activities of the department for the month of October 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:**



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

### **1.1 - Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO1.1	3100 - Refuse Collection Revenue	\$63,570	\$126,691

		<b>Actual</b>	<b>Budget</b>
ENVIRO1.2	3100 - Kerbside Rubbish Collection Expenditure	\$37,444	\$113,750

		<b>Actual</b>	<b>Budget</b>
ENVIRO1.3	3110 - Refuse Disposal Revenue	\$25,472	\$50,261

		<b>Actual</b>	<b>Budget</b>
ENVIRO1.4	3110 - Refuse Disposal Operational Costs	\$4,883	\$103,000

### **1.2 - Report**

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

The following works continued during the month regular pushing and covering of household rubbish section, Julia creek, Kynuna and McKinlay. Tyre pile at McKinlay dump was burnt by unknown persons, fire suppressed with loader and monitored until extinguished totally. Julia Creek tyre pile to be moved to new area due to excess quantity.

## **2 – Environmental Health Services**

### **2.1 – Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO2.1	3000 - Environmental Licence Fees (Revenue)	\$223	\$3,300

		<b>Actual</b>	<b>Budget</b>
ENVIRO2.2	3000 - Environmental Health Services	\$50,933	\$421,500

### **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 3.11mg/L

Kynuna water scheme lost water, inspection revealed both pumps failed due to low flow to pumps. Bore flow checked and non-return valves replaced due to corrosion. Nil issues regarding McKinlay Water Scheme.

### 2.3 Food Safety

Two food safety recalls for the month of October

### 2.4 Aerodrome

Nil issues to report regarding aerodrome operations.

## **3 – Local Law Administration**

### **3.1 – Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO3.1	3210 - Animal Registration Fees	\$3,044	\$6,100
ENVIRO3.2	3210 - Fines & Penalties – Animal Control	\$306	\$500
ENVIRO3.3	3210 - Animal Boarding	\$6,928	\$16,000
ENVIRO3.4	3210 - Local Law Administration	\$54,253	\$115,000



### **3.2 - Report**

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

**Table 1 - Local Law & Animal Control Summary**

<b>Activity</b>	<b>Number/Details</b>
Impounding's and infringement notices	11
Euthanized/Destroyed/Rehomed	Nil
Verbal/Written/Official warning	1
Complaints	1
Dog Boarding	19
Removal of Dead Animals	1
Trapping Locations & Results	Nil
Compliance Notices (Untidy Allotments) issued	3
SPER Infringement Fines issued	Nil
Commercial Use of Roads Permit issued	1

### **Comments**

Money picked up from underbody carwash. 1 commercial use of roads permit issued. Peter Verhoeven completed pest management licence course. 3 dilapidated house show cause notices sent out 2/4 Hickman street, 72 and 74 Byrne Street.

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

### **4.1 – Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO4.1	3220 - Pest Plant & Animal Control Funding	\$0	\$0
ENVIRO4.2	3220 - Truck Washdown Bay Revenue	\$9,539	\$25,0000
ENVIRO4.3	3220 - Dingo Baits (Revenue)	\$0	\$6,500
ENVIRO4.4	3220 - Feral Pig Baits (Revenue)	\$0	\$0
ENVIRO4.5	3220 - Pest Animal Rural Landowners Fees	\$32,715	\$65,494



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2024

		<b>Actual</b>	<b>Budget</b>
ENVIRO4.6	3220 - Pest Plant Control Program Exp	\$76,049	\$122,000

		<b>Actual</b>	<b>Budget</b>
ENVIRO4.7	3230 - Pest Animal Control Program Exp	\$28,930	\$103,000

#### **4.2 – Report**

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

Second round of baiting completed. 21 properties serviced 8000 kg of bait used.

##### **Pest Plant**

Nil conducted

##### **Washdown Bay Facility**

Drains were cleaned and general maintenance.

#### **5 – Livestock Operations**

##### **5.1 – Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO5.1	3235 - Livestock Facility Capital Grant	\$0	\$0

		<b>Actual</b>	<b>Budget</b>
ENVIRO5.2	3235 - Livestock Weighing Revenue	\$29,949	\$28,000

		<b>Actual</b>	<b>Budget</b>
ENVIRO5.3	3235 - Livestock Yard fees	\$16,346	\$9,000

		<b>Actual</b>	<b>Budget</b>
ENVIRO5.4	3235 - Livestock Cattle Train Loading Revenue	\$7,551	\$6,500

		<b>Actual</b>	<b>Budget</b>
ENVIRO5.5	3235 – Livestock Operational Costs	\$30,440	\$90,800





## **5.2 - Report**

### **Julia Creek Livestock Facility**

General Cleaning and ongoing maintenance pipe leaks etc. 2457 head of cattle weighed and loaded.

## **6 – Stock Routes and Reserves**

### **6.1 – Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO6.2	3300 - Stock Route –Recoverable works (Revenue)	\$7,090	\$44,000
		<b>Actual</b>	<b>Budget</b>
ENVIRO6.3	3300 - Stock Route – permit /water fees	\$0	\$9,500
		<b>Actual</b>	<b>Budget</b>
ENVIRO6.4	3300 - Trustee Lease Fees (Revenue)	\$81,844	\$240,000
		<b>Actual</b>	<b>Budget</b>
ENVIRO6.5	3300 - Reserves Agistment Fees (Revenue)	\$6,631	\$13,000
		<b>Actual</b>	<b>Budget</b>
ENVIRO6.6	3300 – Permit to occupy - revenue	\$0	\$10,500
		<b>Actual</b>	<b>Budget</b>
ENVIRO6.7	3300 – precept expenses	\$18,386	\$19,000
		<b>Actual</b>	<b>Budget</b>
ENVIRO6.8	3300 – Stock route Maintenance	\$25,051	\$146,000
		<b>Actual</b>	<b>Budget</b>
ENVIRO6.9	3300 – Reserves Expenses	\$14,728	\$33,000

### **6.2 - Report**

#### **Stock Routes/ reserves**

Ongoing fence repairs at Gilliat, McKinlay and Kynuna reserves. Town common tank leaking same was isolated and repaired.



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2024

### **6.3 - Cemeteries**

Maintenance – Mowing, whipper snipping and sprinkler repairs toilet pumped out.

#### **6.3.1 – Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO6.9	3400 – Cemeteries	\$23,303	\$52,500

#### **6.3.2 - Report**

Nil.

### **7 – Work Program (Workcamp)**

#### **7.1 - Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO7.1	3600 - Work Program	\$13,681	\$38,250

#### **7.2 – Report**

<b>Community Group</b>	<b>Activity</b>
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> Whipper snipping
McKinlay Shire Council	Various Mowing
Julia Creek State School	Mowing completed
Churches/RSL/CWA/SES/Dirt and Dust Central	General maintenance
Julia Creek Turf Club	Cleaning, grounds maintenance
Julia Creek Lions Ladies	



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

**9.1 – Budget**

			<b>Actual</b>	<b>Budget</b>
ENVIRO9.1	3810-1150	3810 - Council Housing - Capital Grant	\$0	\$30,000
ENVIRO9.2	3810-1300	3810 - Council Property / Staff Housing Program Rev	\$61,756	\$160,000
ENVIRO9.3	3810-1301	3810 - Council Property / Subdivision Blocks Rent	\$888	\$1,000
ENVIRO9.4	3810-1302	3810 - Council Property / Subdivision Blocks outgoings	\$0	\$0
ENVIRO9.5	3810-2300	3810 - Council Property / Staff Housing Program Exp	\$152,784	\$385,000
ENVIRO9.6	3810-2310	3810 - Council Property / Sub Division Expense	\$1,262	\$6,000

**Council Property / Staff Housing**

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

<b>Activity</b>	<b>Number</b>
Properties Available for use	Racecourse residence
New Tenancies	0
Finalised Tenancies	0
Remedy Breach	Nil
Notice to Leave	Nil
Notice of Intention to Leave	Nil



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2024

Notes/Repairs	Furniture for 33 Byrne Street delivered and assembled. Numerous repairs to locks and inspections on fly screens and gates/fencing – New flooring and continued upgrades unit- 2 Old Normington Road Unit 3 Old Normanton road renovation completed.
---------------	---

### Old Senior/Aged Care Housing

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

Activity	Number
Properties Available	Nil
New Tenancies	Nil
Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil
Notes/Repairs	Ongoing repairs re renovation.

### Fr Bill Bussutin Community Centre and Seniors Living Units

#### Budget

		Actual	Budget
ENVIRO10.4	3820 - Community Centre Hire Fees	\$1,350	\$3,500
		Actual	Budget
ENVIRO10.5	3820 - FRB Centre Rent	\$17,006	\$43,000
		Actual	Budget
ENVIRO10.6	3820 - FRB Units & Community Ctr Operational Costs	\$17,673	\$96,500



### Seniors Living Units / Fr Bill Community Centre

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

<b><u>Fr Bill Units</u></b>	
Units Available for Rent	One (1) - Unit 8
New Tenancies	Nil
Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil

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

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

### **9.1 – Budget**

	<b>Actual</b>	<b>Budget</b>
ENVIRO11.1 3900 - Revenue	\$1,680	\$6,000

	<b>Actual</b>	<b>Budget</b>
ENVIRO11.2 3900 - Town Planning Program	\$3,558	\$53,000

### **9.2 - Report**

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

<b><u>DA #</u></b>	<b><u>Date Lodged</u></b>	<b><u>Applicant</u></b>	<b><u>Type of Development</u></b>	<b><u>Location</u></b>	<b><u>Application Details</u></b>



<b><u>Matter</u></b>	<b><u>Status</u></b>
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 48 Byrne Street, Julia Creek	All matters resting with the state awaiting further details

## **10 – Water and Sewage**

### **10.1 – Budget**

		<b>Actual</b>	<b>Budget</b>
1800-2200	Operational costs - Julia creek water	\$66,741	\$190,000
		<b>Actual</b>	<b>Budget</b>
1810-2200	Operational costs - McKinlay water	\$6,931	\$50,000
		<b>Actual</b>	<b>Budget</b>
1820-2200	Operational costs - Kynuna water	\$32,869	\$35,000
		<b>Actual</b>	<b>Budget</b>
1830-2200	Operational costs – Nelia water	\$3,220	\$15,000
		<b>Actual</b>	<b>Budget</b>
1900-2200	Operational costs – Julia Creek Sewage		



**10.2 Report -**

**Plumbing**

Monthly water sampling is in line with Councils DWQMP all schemes. Monthly visual checks on bore/storage tanks were completed. McKinlay truck stop wash down bay pump repaired. Numerous leaks around town repaired

**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. CNC maintenance completed repairs. and compiled report for SCADA system which is non operable.

**11 – Local Disaster Management**

**11.1 – Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO12.1	2760 - SES Grants	\$0	\$20,267
ENVIRO12.2	2760 – SES Capital Grants	\$0	\$117,000
ENVIRO12.2	2760 - Natural Disaster Grants	\$0	\$6,780
ENVIRO12.3	2760 - Disaster Management Operational Costs	\$11,904	\$31,800

**11.2 – Report**

Nil



Ordinary Meeting of Council 19<sup>th</sup> November 2024

**6.3 Subject:** Derelict Houses  
**Attachments:** Nil  
**Author:**  
**Date:** 13<sup>th</sup> November 2024

---

**Executive Summary:**

This report addresses derelict houses in Julia Creek.

**Recommendation:**

*That Council resolve to:*

*Take enforcement action against property owners who fail to comply with show cause notices.*

**Background:**

Environmental and Regulatory services staff have issued 10 show cause notices for derelict homes with the McKinlay shire council since 2023. Enforcement action was not taken regarding previous noncompliance.

New show Cause notices have been issued calling for property owners to make their properties safe or demolish the structures. Staff are requesting support of council to fund follow up enforcement action for noncompliance on the current round of notices.

**Consultation:** Regulatory Services Staff and Council

**Legal Implications:** Enforcement and potential Court appearances.

**Policy Implications:** Nil

**Financial and Resource Implications:** Legal fees as required

**InfoXpert Document ID:** TBA





## **7.0 COMMUNITY SERVICES**

---



**Subject:** 7.1 Community Services Monthly Report

**Attachments:** Nil

**Author:** Community Services Team Leader

**Date:** 19<sup>th</sup> November 2024

**Executive Summary:**

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

**Recommendation:**

*That Council receives the Community Services monthly report for October 2024.*

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

**Julia Creek Caravan Park**

A busier than normal October at the Park with many workers utilising the cabins and dongas as well as the school holiday period. Council welcomed new Park Manager's Ashley & Vicki Donnelly in October and are looking forward to having them as part of the team.

**JC Caravan Park Revenues October 2024**

Type of service	AUGUST revenues (inc GST)	Total	SEPTEMBER revenues (inc GST)	Total	OCTOBER revenues (inc GST)	Total
Twin Single Units	\$8,810		\$10,260		\$8,545	
Powered Sites	\$42,237		\$25,112		\$12,574	
Self-Contained Cabins	\$24,650		\$17,655		\$15,465	
Unpowered Sites	\$5,666		\$2,980		\$1,860	
<b>Sub Total</b>	<b>\$81,263</b>		<b>\$56,007</b>		<b>\$38,444</b>	
Artesian Baths incl. salts	\$21,424		\$15,340		\$9,640	
McIntyre Park	\$1,972		\$650		\$26	
Laundry	\$1,205		\$580		\$729	
Long Term Stay/Storage						
<b>Calculated Total</b>	<b>\$105,864</b>		<b>\$72,577</b>		<b>\$48,839</b>	

**JC Caravan Park Occupancy by Category October 2024**

Type of Service	% Occupancy
Twin Single Units	67%
Cabin – 4 berth	85%
Cabin – 6 berth	81%
Unpowered site	6%
Unpowered Caravan site	22%
Powered Caravan site	40%
Powered camp site	12%

**JC Caravan Park Artesian Bathhouse Usage October 2024**

Type of Service	Number of bookings
Boundary Rider Huts	52



Replica Tank Bathhouses	Rainwater	84
-------------------------	-----------	----

### Library & Funeral Services

As expected, also a relatively quiet month at the Library as visitors started to vacate Julia Creek. This gave staff plenty of time to undertake housekeeping activities including updating the library register, prepare to remove some older books for the next exchange and also tidy up the children’s play equipment.

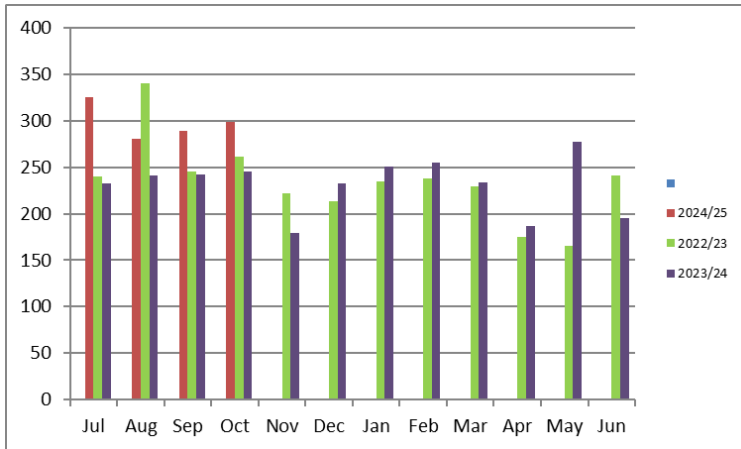
#### JC Library Memberships October 2024

Type of Membership	Total Membership
Adult	353
Junior	48
Institutions	2
Tourists	

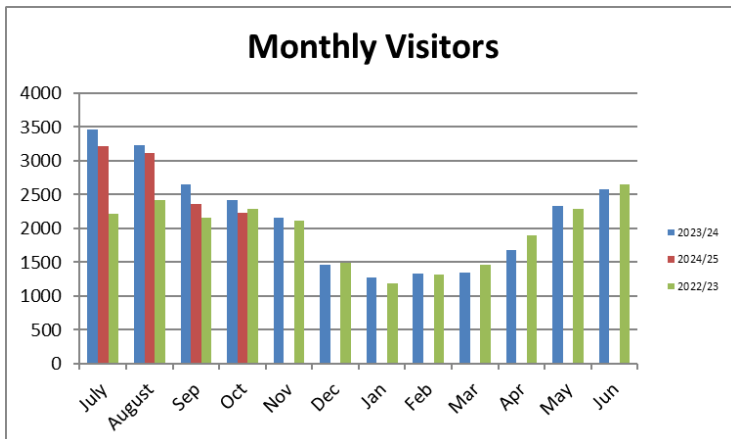
#### JC Library Services Provided October 2024

Services Provided	Total Amount
Reservations satisfied	4
Requests for books	11

#### JC Library Monthly Loans October 2024



#### JC Library Monthly Visitors October 2024





**Tourism**

***Total Visitor Numbers for October 2024***

There were 382 visitors to the Julia Creek Visitor Information Centre in October 2024 compared with 253 in October 2023.

***Total Locals October 2024***

There was a total of 15 local visitors to the Julia Creek Visitor Information Centre in October 2024 compared with 2 in October 2023.

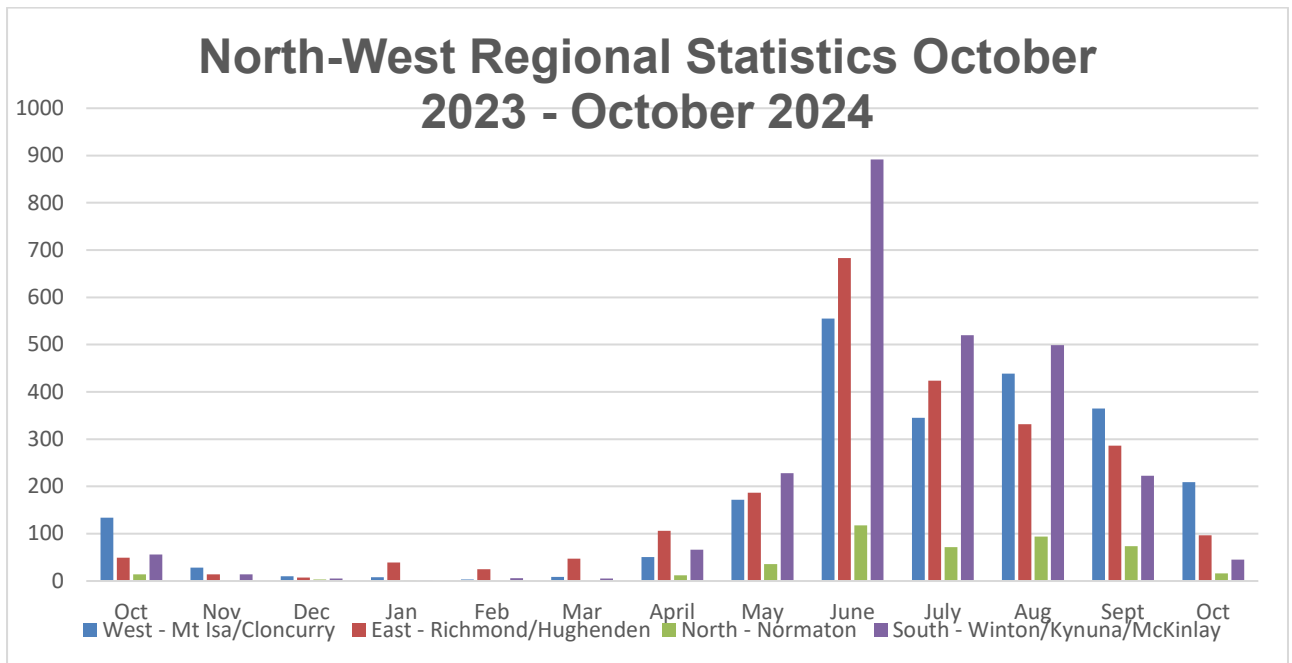
***Beneath the Creek Entries October 2024***

There was a total of 103 attendees at the Dunnart Feeding Experience in October 2024 compared with 120 in October 2023.

***Virtual Reality Mustering Experiences October 2024***

There was a total of 21 attendees who experienced the Virtual Reality Muster in October 2024.

***North-West Regional Statistics for October 2024***



***RV Site Permits October 2024***

There were 14 RV Site permits issued in October 2024 compared with 14 in October 2023.



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2024  
**Social Media Figures October 2024**

	Facebook Page Followers			Instagram Followers		
	Mckinlay Shire Council	Julia Creek VIC	Caravan Park	Mckinlay Shire Council	Julia Creek VIC	Caravan Park
October 1	8,082	6,019	8,890	1,189	3,999	1,405
October 31	8,079	6,015	8,902	1,190	4,001	1,411

## Julia Creek Early Learning Centre

### Achievements

- New site progressing well
- Graduation for Kindy planned
- The kindy shirts have arrived and they look great(provided by kids of the creek)
- QA2 Policies have been reviewed and updated and the staff have acknowledged the changers.

### Challenges / Issues for consideration

- Staffing and having to close at 2.30pm
- Staff being rundown and lacking motivation.
- Hannah is unsure what her spending budget is.

### Next Steps / Coming up.

- Review the fees for days the service closes early (TROH)
- Work with the council around recruitment and staffing.
- End of year celebrations

### Projects update

- The new build is progressing well so we will need to start considering furniture and resources and staffing. Astute and Hannah will review the current waitlist and requirements for next year and create a sustainable staffing plan for the new build.

## Astute consultation

### Service Visit

23rd October- Brief service visit and visit to the new site to review New build progress.

### Meetings

28th October - With Hannah Rebecca and Renee

Other meetings cancelled with Hannah being on the floor in ratio.



**Operations**

**Occupancy**

Occupancy has been steady with no new enrolments and no resignation in the month of October. However we have one staff member who has raised the topic of going home, this staff has left the centre.

**October Occupancy**

	Occupancy %	Waiting List	Vacancies for the month
Babies	71%	2	26
Toddlers	89%	0	12
Kindy	81%	0	50

Waiting List\* includes children not meeting age requirements.

**People**

**Staffing update**

We have a prac student we have used to cover a few shifts during October. Astute have two interviews lined up for Dama sponsorship, they are both Diploma qualified.

**Sport & Recreation**

**After School Activity:**

The After School Activity (Term-4) is started from 8<sup>th</sup> Oct 2024 Week - 2 of school term and will go until 28<sup>th</sup> November 2024 Week - 9 of school term, taking place on Tuesday, Wednesday, and Thursday. Activities on Tuesday take place in the CSA building and include Lego, Drawing & Sketching, Board games. Wednesday will be doing pool day at Julia Creek Public Pool. Thursday’s activities involve skateboard activity at skate park and activity at CSA Building. For this month After School Activity happened for 2 weeks as Sports and Recreation Officer will be on his leave from Week - 4 till Week - 6 of school term. 70 children attended After School Activity this month which happened for two weeks.

**ELC Activities:**

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

**Daren Ginns Centre (Gym):**

Regularly doing maintenance and checking gym, vacuum the floor in gym centre if required, checking Tunstall alarm every week, ensuring all equipment can use and if not reporting it to Team leader, Community Services



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2024

that needs attention. The multi station system which is not working properly will be soon replaced with a new one. Apart from that new Foxtel set up box has been replaced with a new one and water cooler in the Indoor Sports Centre is also fixed.

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

On 4<sup>th</sup> October had a Town vs Country Ladies Netball and Men’s Rugby game match sponsored by PDM.

**Junior Clinic:**

Development officers from NRL delivered junior rugby clinics at Kev Bannah Oval on 4<sup>th</sup> October where 45 kids from town participated.

**Library:**

Have continued walking the school children to the library from school (Term-4) during the afternoons on Friday’s.

**A ‘Garden Party’ Performance and workshop by ARC circus:**

Cluster Arts is a touring performance company will be coming to Julia Creek on 29<sup>th</sup> Oct 2024 to present a performance theatre and workshop of ‘Garden Party’. This is a new buzzy adventure featuring Queen Bee and Worker Bee! This is a uniquely Australian circus and physical theatre show for children and families incorporating a kaleidoscope of acrobatics, dance, magic, and live music. The bees are in another sticky situation! But some new friends and some new tricks might help them get unstuck. This brand-new show explores new themes around sustainability, teamwork, and community spirit. The show was co -created by performer Robbie Curtis (Circa, Cirque du Soleil, Circus OZ, Australian Ballet), and performer Lizzie McRae.

**Julia Creek Swimming Pool**

ENTRIES	SWIMMERS
Adult Entry	155
Child Entry	196
<b>Season Passes / Family Pass</b>	
Adult	0
Child	0
Swim Lessons/ No Charge	0
After School Care/ No Charge	0
J/C Swimming Club/ No Charge	0
J/C State School/ No Charge	0
<b>Caravan Park Tokens</b>	



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2024

Adult	453
Child	328
<b>Free Sunday</b>	
Adult	0
Child	0
<b>Total Swimmers</b>	<b>1132</b>

General Update

- The water is getting warmer it is up to 26 degrees so all the local swimmers are back
- There were 2 big weekends with the football and there were 2 scout groups that came in.
- Mt Isa School of the Air swimming was a big success with approximately 30 children attending.
- Swimming lessons have started and are on Thursday and Sunday with approximately 50 children attending weekly across both days.

Community Health

CHSP Clients	Occasions of Service	Time Spent (hrs)
Nursing Care	25	5.00
Personal Care	2	1.00
Other	--	--
<b>TOTAL</b>	<b>27</b>	<b>6.00</b>

Non-CHSP Clients	Occasions of Service	Time Spent (hrs)
Nursing Care	7	3.25
Other	1	0.50
Other	--	--
<b>TOTAL</b>	<b>8</b>	<b>3.75</b>

TRANSPORTS	Number of one-way journeys
CHSP Clients	5
Non-CHSP Clients	2
<b>TOTAL</b>	<b>7</b>

<b>Meetings</b>
MDT @ MPHS x3, LDMG x1, CHSP x1, Outback Futures x1
<b>Health Promotion</b>
Liaising with Ramsay Street GP about next Covid Clinic on 15/11/24
<b>General Business</b>
Community Nurse on leave for first two weeks of October. Thanks to MPHS staff for covering during that time.
Visit by Erin McNab from NDIA to Julia Creek on 16/10/2024. She is an NDIS funded Connector.





## CHSP – Commonwealth Home Support Program

### Events and Activities

All current CHSP activities and services provided to our clients are progressing as normal. Currently, the clients are enjoying games on a Monday & Wednesday and have recently commenced a weekly outing for a Wednesday pub lunch.

### Statistics October 2024

CHSP currently have a total of **22** clients.

Service Offered	Number of Clients
Transport	10 Two-way trips
Social Support	48 Visits
Personal Care	0 visits
Counselling/Support, Information and advocacy (client)	8 hours
Shopping	4 trips
GAMES	22 attended (5 sessions)
Luncheon Wednesday Meal	19 Attended (4 sessions) meals (including morning tea)
Meals on Wheels	0 meals delivered
Community Nurse Visits	24 visits
Home Maintenance	22 lawns mowed 11 clients
Domestic Assistance	5 clients 24 visits
Pub Lunch	3 clients 1 session
Clients Transported for Doctors Appointments	2 CHSP clients

**Consultation:** Consultation with Corporate & Community Services Director

**Legal Implications:** Nil

**Policy Implications:** Nil

**Financial and Resource Implications:** Nil

**InfoXpert Document ID:**



**7.2 Subject:** Bush Dinner Policy Review  
**Attachments:** 7.2.1 Bush Dinner Policy v2.1  
**Author:** Community Services Team Leader

---

**Executive Summary:**

Council approved and implemented the Bush Dinner Policy v2.0 in August 2022. This policy has been reviewed, updated and presented to Council for adoption.

**Recommendation:**

*That Council adopt the Bush Dinner Policy v2.1 as presented.*

---

**Background:**

The Bush Dinner Policy was implemented to provide a framework that would enable the continued success of weekly Bush Dinners held each Monday throughout peak tourist season. The Policy also outlined important information relating to certification, insurance, finance and responsible use of the new Bush Kitchen facility.

**Consultation:**

Consultation was undertaken with Director Corporate Community Services and presented to November Council Briefing Meeting.

**Policy Implications:**

Upon adoption this will revoke Bush Dinner Policy v2.0.

**Financial and Resource Implications:**

Nil

**InfoXpert Document ID:**



# BUSH DINNERS POLICY

## 1. INTRODUCTION

Each tourist season from April to September, Council provides local not-for-profit groups (Group) the opportunity to raise funds for their cause by hosting Bush Dinners at the Julia Creek Caravan Park (Caravan Park). Bush Dinners have shown to be a successful tool for fundraising for the groups and have become a major draw card for the tourists.

Council strives to provide Bush Dinners from a dedicated Bush Kitchen (Kitchen) which was opened in 2020. This Kitchen will support the Groups that cater with commercial cooking and washing facilities.

An initial Bush Dinner Policy was introduced to cover topics such as certification, insurance, finance and cleaning. To ensure the continued success of the Bush Dinners and safe and responsible use of the new Bush Kitchen, Council have updated this policy.

## 2. USE OF BUSH KITCHEN

The Bush Kitchen is the main facility to be used by any group that wants to raise funds by catering at the Caravan Park. Prior to using the Kitchen, groups or representatives will be familiarised by Council or Caravan Park staff on how to use the equipment safely and responsibly.

Council provides the Bush Kitchen on the premise that the Kitchen will be cleaned after use in such a way that it can be used by the next group without having to be cleaned.

A comprehensive list of materials shall be provided by Council on site. The groups shall ensure that all materials and equipment provided are cleaned and returned to their original place.

In the case of missing or damaged equipment, the Group shall inform Council as soon as possible to ensure adequate measures can be taken to either locate or replace the equipment.

## 3. FINANCES AND REQUIREMENTS

The objective of the Bush Dinners is to raise funds for the specific cause of each Group.

Council can provide a financial contribution to each group for each Monday catered if required and agreeable by all groups for that particular year. This financial assistance is provided to assist with the groups costs of catering the bush dinner, i.e. contribution towards cost of ingredients and relieve financial pressure on volunteers. Furthermore, Council strongly encourage groups to shop locally (where possible) when sourcing ingredients.

To assess appropriate use of the funds, Council accepts responsibility to ascertain that any Group meets the requirements prior to the event being held and that the proceedings from the donation and/or funds raised are collected by a Group that are able to provide financial statements and a public liability insurance certificate.

As part of their requests to cater on preferred date(s), any Group shall provide:

---

Date of Approval: 19<sup>th</sup> November 2024  
Approved By: Council Resolution

Effective Date: 20<sup>th</sup> November 2024  
Version: 2.1  
Review Date: November 2026

- A copy of a current Certificate of Currency for **Public Liability Insurance** that outlines coverage of - at least – twenty million dollars (\$20,000,000); and
- A current and valid ABN number of a local **incorporated** not-for-profit entity/body (as described in the Corporations Act 2001 (Cwth)) which is widely recognised in the McKinlay Shire; and
- A committed group of at least 4 (four) volunteers to ensure adequate, safe and responsible use of the Kitchen; and
- The Group attends the safe and responsible use induction prior to the event.

In the absence of one or more of these requirements, Council may decide to decline a Group's request to cater.

Council's donation shall be paid after receipt of a valid Tax Invoice sent by the Group to Council.

Council may request information from the groups relating to revenue raised from the initiative and how the funds were expended to ensure objectives of the initiative are being met.

The fee for the bush dinner is set by Council each year which is for the provision of a main meal and dessert.

#### **4. TIME LINES**

The schedule for the annual Bush Dinners will be made available in general in March of each year and groups may make reservations for one or more preferred dates in the calendar year. The reservations will be allocated on a fair basis. Council will communicate the draft planning to all groups and take on any feedback prior to the final planning through regular consultation.

If for any reason a Group is no longer able to cater on a specific date, Council is to be informed two weeks prior to that scheduled date. This will allow Council sufficient time to source an alternative group. A Group may also liaise directly with another Group to either swap dates or have a new Group come in provided that the requirements under section 3 have been met. The Group forfeiting their date is required to inform Council two weeks before the event about the change of Group.

#### **5. MISCELLANEOUS**

In instances where this policy is not clear or information is perceived to be missing, Groups are encouraged to Contact Council to seek clarification. For further information contact Council on [community@mckinlay.qld.gov.au](mailto:community@mckinlay.qld.gov.au) or 07 4746 7166.



**7.3 Subject:** Library Public Access Internet Policy Review  
**Attachments:** 7.3.1 Library Public Access Internet Policy v1.2  
**Author:** Community Services Team Leader

---

**Executive Summary:**

Council approved and implemented the Library Public Access Internet Policy in 2021 with a review date of 2024. This policy has been reviewed, updated and presented to Council for adoption.

**Recommendation:**

*That Council adopt the Library Public Access Internet Policy V1.2 as presented.*

---

**Background:**

In December 2021 Council reviewed its Library Public Access Internet Policy to provide internet and computer access to meet the recreational, cultural, informational and learning needs of the McKinlay Shire community and those that visit the shire. Providing access to these services supports the library's commitment to maintaining a high quality of service using new forms of information technology and also meets State Library's requirement to provide free access to the internet.

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

**Consultation:**

Consultation was undertaken with Director Corporate & Community Services.

**Policy Implications:**

Upon adoption this will revoke Library Public Access Internet Policy V1.1.

**Financial and Resource Implications:**

Nil

**InfoXpert Document ID:**



# LIBRARY PUBLIC ACCESS INTERNET POLICY

## 1. POLICY PURPOSE

McKinlay Shire Council has a responsibility to provide internet and computer access to meet the recreational, cultural, informational and learning needs of the McKinlay Shire community and those that visit the shire.

Providing access to these services supports the library's commitment to maintaining a high quality of service using new forms of information technology and also meets State Library's requirement to provide free access to the internet.

## 2. POLICY OBJECTIVES

- To ensure fair and equitable access to the internet and wireless services;
- To promote freedom of information;
- To promote lifelong learning and digital literacy;
- To establish guidelines for acceptable use of the public internet and wireless services at McKinlay Shire Library branches;
- To clearly indicate the responsibility of customers using the internet and wireless including parental responsibility for supervising minors on line; to ensure the integrity and safety of McKinlay Shire Council information technology network.

## 3. DEFINITIONS

To assist in interpretation, the following shall apply:

**Council** shall mean the Mayor and Councillors of McKinlay Shire Council

**Library** shall mean a Library belonging to, or under the control and management of, McKinlay Shire Council and include all library locations

**Member** shall mean any user who has fulfilled the requirements for membership of the Library and has a current membership card

**Offensive material** may include, but is not limited to, images or text containing nudity, obscenity, graphic violence or any material that may make other library users uncomfortable

**User** shall mean any person, whether or not a member, who visits a Library for the purpose of using Library resources and/or facilities

## 4. POLICY CONTENT

### Public computer and wireless access

McKinlay Shire Council Library Service internet and wireless service is available only during opening hours. Connection to the wireless service is free of charge. Library PC's and Library internet are also available free of charge. Printing is available via Library PC's however charges do apply. Users can either be current members or visitors to McKinlay Shire Council Library Service.

McKinlay Shire Council does not take responsibility for any technical problems in accessing sites and cannot guarantee continuous internet or wireless access during time of usage. Temporary wireless interruptions may occur as normal events in the provision of the wireless services.

---

Date of Approval: 19<sup>th</sup> November 2024

Approved By: Council Resolution

Effective Date: 20<sup>th</sup> November 2024

Version: 1.2

Review Date: November 2026

The current service provided does not censor access to material on the internet. The Library regards current filtering software as inaccurate and unreliable. These software packages do not take into account the wide range of clients who use the Internet in a public Library. The use of such software may lead to both adults and children missing out on vital information. Literature on this issue is available from the State Library of Queensland's website (<http://www.slq.qld.gov.au/>)

The Library seeks to address the concerns of parents and the community by placing internet computers in full public view. The Library cannot guarantee the quality of information on the Internet. It is the responsibility of the patron to determine the validity, quality and relevancy of the information accessed. The Library cannot ensure access to sites on the internet, waiting times may be long and connections to all sites cannot be guaranteed.

The following services may be accessed from the Library internet service:

- World Wide Web pages;
- Library catalogues;
- Usenet news
- Electronic journals and texts;
- Discussion lists;
- Internet relay chat;
- Email (where patrons know the internet address of their account, or through free services such as "Hotmail"). Library staff may be able to provide information on how to access email accounts. Please ask staff for assistance.

McKinlay Shire Libraries will not be held responsible for inadvertent exposure by minors or adults to potentially offensive material accessed by internet users on Library equipment. The Library is not and will not be held responsible for what a minor or adult may locate on the Internet. As with other library materials, restriction of a minor's access to information on the Internet is the responsibility of the parent or guardian.

### **Public Conduct**

Any equipment malfunction should be reported to Library staff immediately. Patrons should not attempt to "repair" hardware or software problems. Patrons may not, under any circumstances, use their own personal software on Library computers or attach equipment to the Library's hardware. Unacceptable conduct may lead to the suspension of Library privileges. Unacceptable behaviour includes:-

- Destruction of or damage to Council equipment or software;
- Licence infringement;
- Attempting to modify or gain access to files, passwords or data belonging to others;
- Display of offensive or inappropriate material;
- Unauthorised monitoring of electrical communications; and,
- Intentional unauthorised infringement of copyright.

If a decision is made to suspend Library internet privileges, notice will be given in writing to the patron or their parent/guardian/carer informing of the suspension. Library staff members reserve the right to eject patrons engaged in unacceptable conduct.

### **Copyright**

Much of the material, including software, available is protected by copyright. Patrons are personally responsible for complying with all applicable laws governing copyright materials. A copyright owner

---

Date of Approval: 19<sup>th</sup> November 2024  
Approved By: Council Resolution

Effective Date: 20<sup>th</sup> November 2024  
Version: 1.2  
Review Date: November 2026

is entitled to take legal action against a patron who infringes his or her copyright. Unless otherwise permitted by the Copyright Act 1968, unauthorised copying of a work in which copyright subsists (including digital copying) may infringe the copyright in that work. The Copyright Act and associated Regulations are available online at <https://www.legislation.gov.au/Home>





**7.4 Subject:** Seniors Living Units Pet Policy Review  
**Attachments:** 7.4.1 Seniors Living Units Pet Policy v1.2  
**Author:** Community Services Team Leader

---

**Executive Summary:**

Council approved and implemented the Seniors Living Units Pet Policy in 2021 with a review date of 2024. This policy has been reviewed, updated and presented to Council for adoption.

**Recommendation:**

*That Council adopt the Seniors Living Units Pet Policy V1.2 as presented.*

---

**Background:**

In December 2021 Council reviewed its Seniors Living Unit Pet Policy to allow tenants to live peacefully with pets whom they often have a significant attachment. The types of pets permitted (upon successful application) at the Seniors Living complex are Cats (existing pet only) and Fish. No more than one cat per unit, and one fish tank (no larger than 250 litres in volume). Permission of pets is subject to permission which must be obtained prior to the pet being brought into the unit. Should a tenant be permitted to bring a pet into the Seniors Living Unit, a refundable deposit must be paid prior to the pet being brought into the unit. This deposit is not applicable to service or companion animals. The deposit amount is \$500.00 (cats only).

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

**Consultation:**

Consultation was undertaken with Director Corporate & Community Services and presented to the November Briefing Meeting.

**Policy Implications:**

Upon adoption this will revoke Seniors Living Units Pet Policy Policy V1.1

**Financial and Resource Implications:**

Nil

**InfoXpert Document ID:**



# SENIORS LIVING UNITS PET POLICY & PROCEDURE

## Policy

McKinlay Shire Council (MSC) respects the rights of all tenants to live in a safe and peaceful Seniors Living Complex. Further MSC recognises that some tenants have an attachment to their pets and given this new tenants may be permitted an existing pet into the Seniors Living Complex subject to the following conditions and procedures.

The types of pets permitted (upon successful application) at the Seniors Living complex are Cats (**existing pet only**) and Fish. No more than one cat per unit, and one fish tank (no larger than 250 litres in volume).

Permission of pets is subject to permission which must be obtained prior to the pet being brought into the unit.

Permission may be withdrawn if pets are not kept in accordance with the Pet Ownership rules.

Should a tenant be permitted to bring a pet into the Seniors Living Unit, a refundable deposit must be paid prior to the pet being brought into the unit. This deposit is not applicable to service or companion animals. The deposit amount is \$500.00 (cats only).

## Pet Ownership Rules

### Standard Rules

- Pets must be kept and cared for in accordance with the local government regulations
- Pets must not create unreasonable noise or nuisance
- Cats must be de-sexed and kept in a clean condition.
- Cats are to be kept inside the owner's premises
- Cats are to wear a bell on a collar at all times
- For the safety of all residents, no other types of animals are to be kept as pets or brought into common areas at any time.
- No pets are permitted within any building (other than their owner's premises) or any enclosed common area in the complex, unless they are approved companion aid animals e.g. Guide Dogs.
- Residents are to ensure their premises and common areas remain clean and free from pet debris at all times. Residents must immediately clean up after their pets.
- When a pet dies it cannot be replaced by another pet, a separate application must be completed.
- Should a tenant be no longer capable of providing adequate care for the pet/s they are responsible for making alternative arrangements as soon as advised by Council Management (within 7 days of the notice).

## Emergency Care Arrangements

---

Date of Approval: 19<sup>th</sup> November 2024  
Approved By: Council Resolution

Effective Date: 20<sup>th</sup> November 2024  
Version: 1.2  
Review Date: October 2026

Pet Owners must nominate a person(s) to provide emergency care should they be unable to care for their pet at any time. Any costs incurred by MSC in the provision of emergency care will be charged to the resident.

### **Withdrawal of Permission**

Permission to keep a pet may be withdrawn if the pet(s):

- Create unreasonable noise or nuisance
- Attack or threaten people or other animals within the village
- Cause damage to the other residents or complex property
- Was NOT approved by management
- If tenant shows signs of not being able to adequately care for the pet(s)

### **Replacement of Pets**

Replacement of existing pets is subject to the Standard Rules and may also be subject to the discretionary approval of the Complex/ Housing Manager.

### **Vacating Units**

On vacating units, tenants (at their expense) are required to have the carpets professionally cleaned and pest control completed.

### **Procedure**

- A Pet Application form is to be completed and submitted to Council prior to any pet being permitted to reside at the Independent Seniors Living Units.
- As part of the assessment for tenancy of the Independent Seniors Living Units, the Pet Owner will be assessed on capability for care of the pet/s and on an ongoing basis in response to their changing health status and preferences.
- Following the approval of the Pet Application Form, the refundable deposit must be paid to Council prior to the pet/s residing in the unit.
- To ensure the ongoing care needs of the pet/s are met, an 'emergency carer' must be nominated should the tenant no longer be able to care for the pet/s.
- The pet is not allowed to run freely in the common area of the complex.
- Should the Council receive complaints, they will be dealt with in the following manner:
  - First verbal or written complaint – Council Officer will speak with pet owner to discuss the complaint and agree to a plan of corrective action.
  - Second verbal or written complaint – Council Officer will write to the Pet Owner seeking corrective action and reasons permission to keep a pet shouldn't be withdrawn.
  - Third complaint – Permission to keep pet withdrawn.

### **Application of Policy**

Note this policy does not apply to Service or Companion animals. These types of pets are done by separate agreement.

---

Date of Approval: 19<sup>th</sup> November 2024  
Approved By: Council Resolution

Effective Date: 20<sup>th</sup> November 2024  
Version: 1.2  
Review Date: October 2026



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2024

**Subject:** 7.5 Community Donation Request – Nelia QCWA Christmas Tree Event

**Attachments:** Nil

**Author:** Community Services Team Leader

---

**Executive Summary:**

Council has received a Community Donation Request from Nelia QCWA for \$1,000 cash to support their annual Christmas Tree Event for November 30.

**Recommendation:**

*Council resolves to approve the Community Donation Request from Nelia QCWA for \$1,000 cash to support their annual Christmas Tree Event for November 30.*

---

**Background:**

Council annually offers funding programs such as Community Sponsorship/Donations to provide additional support to community events which provide economic support, social interaction and community connectedness for residents of the Shire. The Nelia QCWA organisation has been running an annual Christmas Tree Event for a number of years that provides resident the opportunity to connect and enjoy the festivities. The donation will be contributed to children’s presents and catering on the evening.

**Consultation:**

N/A

**Legal Implications:**

Nil

**Policy Implications:**

Community Grants Policy

**Financial and Resource Implications:**

Council sets aside \$20,000 from its annual budget for community donations and \$19,000 will remain for the rest of the financial year.

**InfoXpert Document ID:**



## **8.0 CORPORATE SERVICES**

---



**Subject:** Corporate Services October 2024 Report  
**Attachments:** Nil  
**Author:** Corporate Services Team Leader

---

**Executive Summary:**

The Corporate Services Report as of 31 October 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 October 2024.*

---

**Report:**

The Corporate Services Report compares actual performance to date with the Council's 2024/2025 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:**

The Statement of Financial Position has a variance of \$119,652 this month due to a timing issue between the Trust and Cheque bank account at the end of the month.

\$7.2million received for 2024 Flood Damage works.

Invoice issued for RCIF Milestone 4 \$1,575,000

General operating expenses paid in the period.



### INCOME STATEMENT SUMMARY

	Actuals	Variance	YTD Budget	Full Year Budget
<b>Total Income</b>	33,608,599	139%	24,107,799	72,323,398
<b>Total Expenses</b>	(4,585,847)	70%	(6,550,210)	(19,650,630)
<b>Net Result</b>	<b>29,022,752</b>	<b>165%</b>	<b>17,557,589</b>	<b>52,672,768</b>
Less Capital Revenue	21,319,909	121%	17,554,975	52,664,925
<b>Operating Result (excl. Capital</b>	<b>\$ 7,702,843</b>	<b>294639%</b>	<b>\$ 2,614</b>	<b>\$ 7,843</b>

### STATEMENT OF FINANCIAL POSITION

	2025 Actuals	2024 Actuals
Current Assets	52,680,891	31,759,345
Total Non-Current Assets	265,019,081	257,454,453
<b>Total Assets</b>	<b>317,699,972</b>	<b>289,213,798</b>
Total Current Liabilities	4,781,929	4,744,510
Total Non-Current Liabilities	220,817	220,817
<b>Total Liabilities</b>	<b>5,002,746</b>	<b>4,965,327</b>
<b>Net Community Assets</b>	<b>\$ 312,697,226</b>	<b>\$ 284,248,471</b>
<i>Community Equity</i>		
Asset Revaluation Surplus	113,991,860	93,786,448
Retained Surplus	198,725,018	190,462,023
<b>Total Community Equity</b>	<b>\$ 312,816,878</b>	<b>\$ 284,248,471</b>

### STATEMENT OF CASH FLOWS

	2024/25 Actuals	2023/24 Actuals
<b>Cash Flows from Operating Activities</b>	10,361,387	788,726
Receipts, Payments & Interest Received		
Borrowing Costs		
<b>Cash Flows From Investing Activities</b>	13,300,938	(14,028,610)
Payments and Proceeds for PPE		
Capital Income		
<b>Cash Flows from Financing Activities</b>	-	-
Loan Payments		
Net increase (decrease) in cash held	23,662,325	(13,239,884)
Cash at beginning of the financial year	19,472,706	32,712,590
<b>Cash at the end of the period</b>	<b>\$ 43,135,031</b>	<b>\$ 19,472,706</b>



Summary By Departments						
Department	Revenue			Expenditure		
	Actuals	%	Budget	Actuals	%	Budget
Infrastructure & Works	19,669,022	43%	45,820,394	1,942,250	19%	10,139,700
Governance & Partnerships	-	0%	-	362,253	37%	990,858
Corporate Services	9,408,737	50%	18,669,059	523,629	25%	2,130,251
Economic Development	97,120	6%	1,583,000	195,350	17%	1,124,100
Community Services	4,193,679	76%	5,483,052	1,220,293	31%	3,996,671
Health Safety & Development	13,180	7%	176,947	120,648	19%	621,300
Environmental Management	226,862	38%	590,946	221,423	34%	647,750
	<b>33,608,600</b>	<b>46%</b>	<b>72,323,398</b>	<b>4,585,847</b>	<b>23%</b>	<b>19,650,630</b>

## Capital Works Program 2024-2025 Version 1.0

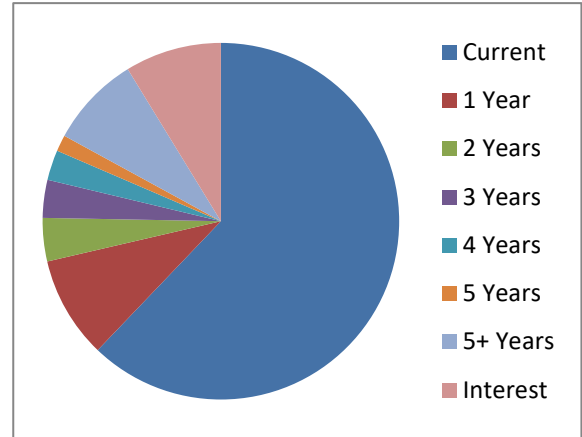
Infrastructure & Works	Actuals	Proposed Budget 2024-25	Grants/Other
Roads	\$5,632,800.82	\$41,376,185	\$40,753,818
Wastewater	\$5,050	\$1,200,000	\$700,000
Water	\$42,064	\$520,000	\$42,504
Transport	\$0	\$100,000	\$0
Other	\$0	\$1,548,000	\$0
<b>Subtotal</b>	<b>\$5,679,915</b>	<b>\$44,744,185</b>	<b>\$41,496,322</b>
<b>Environmental Management</b>			<b>Grants/Other</b>
Reserves	\$0	\$160,000	\$0
<b>Subtotal</b>	<b>\$0</b>	<b>\$160,000</b>	<b>\$0</b>
<b>Community Services &amp; Facilities</b>			<b>Grants/Other</b>
Community Buildings & Other Structures	\$2,345,579	\$8,358,325	\$8,190,325
Parks & Gardens	\$0	\$300,000	\$0
Council Housing	\$17,324	\$4,620,000	\$4,067,000
<b>Subtotal</b>	<b>\$2,362,903</b>	<b>\$13,278,325</b>	<b>\$12,257,325</b>
<b>Corporate Services</b>			<b>Grants/Other</b>
Corporate Buildings & Other Structures	\$0	\$440,000	\$0
Other	\$31,863	\$60,000	\$0
Economic Development	\$0	\$1,640,000	\$1,500,000
<b>Subtotal</b>	<b>\$31,863</b>	<b>\$2,140,000</b>	<b>\$1,500,000</b>
<b>Total</b>	<b>\$8,074,682</b>	<b>\$60,322,510</b>	<b>\$55,253,647</b>





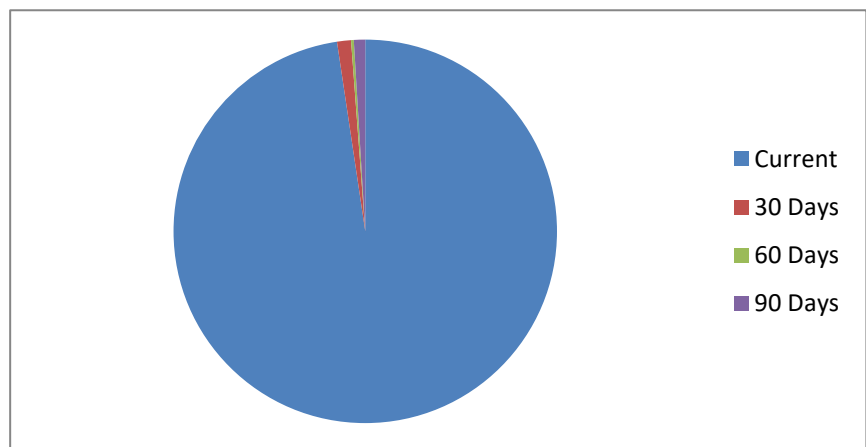
## Outstanding Rates

	Oct-24	Sep-24
<b>Current</b>	90,398	169,369
<b>1 Year</b>	13,426	15,370
<b>2 Years</b>	5,715	5,715
<b>3 Years</b>	4,999	4,999
<b>4 Years</b>	3,976	3,976
<b>5 Years</b>	2,153	2,153
<b>5+ Years</b>	12,083	12,083
<b>Interest</b>	12,724	12,813
<b>Total</b>	<b>145,473</b>	<b>226,477</b>



## Outstanding Debtors

<b>Total</b>	<b>1,909,358.11</b>
<b>Current</b>	1,864,329.19
<b>30 Days</b>	22,385.03
<b>60 Days</b>	4,419.12
<b>90 Days</b>	18,224.77



**Comments:**

**Consultation:**

**Legal Implications:**

**Policy Implications:**

**Financial and Resource Implications:**

**InfoXpert Document ID:**



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2024

**8.2 Subject:** Employee Professional Development and Training Policy Review  
**Attachments:** Employee Professional Development and Training Policy Version 3  
**Author:** Director Corporate & Community Services  
**Date:** 19 November 2024

---

**Executive Summary:**

In accordance with Clause 6.2 of the *McKinlay Shire Council Certified Agreement 2024-2027*, Council is committed to training staff and developing a more highly skilled and flexible workforce to increase the efficiency and productivity.

The Employee Professional Development and Training Policy Version 3 has been prepared in accordance with relevant Agreement and is presented for Councils consideration.

**Recommendation:**

*That Council adopt the Employee Professional Development and Training Policy Version 3 as presented.*

---

**Background:**

A review of the Employee Professional Development and Training Policy was completed in accordance with the relevant Agreement and current Council practices. Minor amendments have been made to ensure all responsibilities are clearly defined and addressed.

Amendments made:

- Section 5 – Addition of “Eligibility” to clarify the criteria for who qualifies under this policy.
- Section 7 – Addition of “Responsibilities” to explicitly outline the specific duties of each party.

**Consultation:**

- Director of Corporate and Community Services

**Legal Implications:**

**Policy Implications:**

This will revoke the Employee Professional Development and Training Policy Version 2, subsequent to the Employee Professional Development and Training Policy Version 3 adoption.

**Financial and Resource Implications:**

Nil

**InfoXpert Document ID: .....**

**Commented [H1]:** I will update it when this document has been reviewed and has no comments



# Employee Professional Development and Training Policy

## 1. POLICY PURPOSE

The purpose of this policy is to provide long-term benefits to both Council and the employees in terms of competence, satisfaction and efficiency.

The following policy outlines the framework in which Council supports employees to achieve competence and best practice service standards as well as the guidelines in which Council supports employees in further educational development such as undergraduate or postgraduate studies.

## 2. AUTHORITY

Consideration was given to the applicable awards under which McKinlay Shire Council operates:

- McKinlay Shire Council Certified Agreement 2024 - 2027
- Queensland Local Government Industry Awards State 2017

## 3. POLICY STATEMENT

The objectives of this policy are to facilitate ongoing improvement of employees and Councillors through increased knowledge and skill, to develop employees to meet the future needs of McKinlay Shire Council, to provide employees with an equal opportunity to training and development which is necessary to their work requirements and McKinlay Shire Council's operational objectives and to monitor effectiveness of development opportunities.

## 4. SCOPE

This policy is applicable to all employees of McKinlay Shire Council.

## 5. ELIGIBILITY

To be eligible to apply for a training course, all of the below criteria must have been satisfied. The employee must;

- Successfully completed probationary period.
- Have at least 12 months working at MSC
- Demonstrated satisfactory performance and behaviours in the workplace.

NOTE: It is not applicable for mandatory training,

---

Date of Approval: 19<sup>th</sup> November 2024  
Approved By: Council resolution

Effective Date: 19/11/2024  
Version: 3.0  
Review Date: November 2026

## 6. POLICY CONTENT

### **Mandatory Training**

Mandatory training refers to specific training required as a condition of employment. Such training requirements may be identified in individual job descriptions is compulsory under legislation or regulation, or designated as mandatory by Council.

The training will be:

- In-house, external or on line
- organised and scheduled by relevant managers or supervisors
- fully funded by Council including course fees and other course costs such as manuals or equipment.

Travel time during work hours, travel costs and accommodation (if required) will be paid by Council in accordance with Council's Certified Agreement.

Fees/costs for certification, examination or licensing will be paid by Council.

Examples of Mandatory Training include, but are not limited to:

- First Aid Certification
- Working at Heights for relevant staff

### **Assistance Training**

Assistance Training refers to training courses, workshops or mentoring, that will enhance the effectiveness and efficiency of staff in their roles. This training will be identified for individual staff if skills gaps are recognised, or when there is a need for staff to be updated in relation to certain systems or processes. It may also be recommended by Council to improve overall efficiency in particular sections.

The training will be:

- In house, external or on line
- organised and scheduled through/by relevant managers or supervisors
- fully funded by Council including course fee and other course costs such as manuals or equipment.

If the training is approved, travel time during work hours, travel costs and accommodation (if required) will be paid by Council.

Fees/costs for certification, examination or licensing will be paid by Council.

Examples of Assistance Training include but are not limited to:

- Council software programs

### **Professional Development and Conferences**

Council recognises and supports the need for employees to remain abreast of operational requirements of their position, as well as innovations and legislative changes in their areas of expertise and knowledge required to competently fulfil their position.

As such, employees may attend relevant external conferences, complete short courses both internally and externally and obtain necessary licences. This training would include:

- Appropriate and relevant IT training
- Forums
- Workshops
- User groups
- Licenses directly relevant to their position and requested by Council (Note this excludes Class C Open drivers license and renewal)
- Relevant LGAQ short courses including LGAQ diplomas and certificates
- Accredited Training

Approval to undertake such training as identified above will be granted by the Chief Executive Officer, who shall have regard in conjunction with the authorised Manager for relevance, necessity and cost effectiveness.

### **Costs Covered**

Where approval has been granted to attend training classified under this category, McKinlay Shire Council shall provide for the following:

1. Payment of travel costs to and from the venue where the training is to be held.
  - All employees must complete an Application for Travel form for travel and accommodation bookings to be made.
  - If travelling by car, employees shall be provided, where possible, with a McKinlay Shire Council vehicle. If a Council vehicle is not available, use of a private vehicle must be approved by the employees manager. Reimbursement will be made at the cents/kilometre rate as per the current Australian Taxation Office rate.
2. Payment of employees normal salary applies for the duration of the training.
  - Employees will not be eligible to claim overtime for any travel time that occurs outside normal working hours. All travel time that occurs outside normal working hours due to the course location will be paid at the employees normal hourly rate, however, the employee may opt with the approval of their direct supervisor to allocate these hours to time in lieu.
  - Should an employee, with the approval of their direct supervisor, elect to travel to or return from their nominated training earlier or later to utilise personal time, they do so under either ADO, Annual Leave, TOIL (if applicable) or Leave Without Pay and are responsible for any extra costs that occur in doing so.
3. Payment of all fees associated with course registration.
4. Payment for meals, accommodation and incidentals for the duration will be as follows:
  - Accommodation up to a maximum of \$250.00 per night unless pre-approved by the Chief Executive Officer. When booking accommodation, the upper limit is the

---

Date of Approval: 19<sup>th</sup> November 2024  
Approved By: Council resolution

Effective Date: 19/11/2024  
Version: 3.0  
Review Date: November 2026

maximum and more costly accommodation may only be considered where no alternative accommodation is available.

- Guidelines for meal expenses are as follows: Breakfast \$25.00, Lunch \$30.00, Dinner \$50.00. Costs in excess of the guidelines must be justifiable. Council does not pay for alcohol.
- Where applicable transport costs inclusive of trains, buses and taxis.

Where reimbursement of expenses is required, **RECEIPTS MUST** be provided with no exceptions.

## STUDY ASSISTANCE

Study Assistance refers to assistance provided by Council in order for a staff member to undertake higher level tertiary education. To be eligible for assistance the following criteria must be met:

1. The study must be TAFE, tertiary level study or equivalent and relevant to the employees current position or identified future career goals with McKinlay Shire Council.
2. The study must be undertaken through a recognised Australian Educational Institution.

Recommendation is required by the relevant Manager to the Chief Executive Officer to grant approval for assistance.

Approval will be based on:

1. Demonstration that the course will enhance the skills and work contribution of the employee for the position currently filled or likely to be filled as determined in an agreed career path.
2. Good work history, demonstrating solid attendance history and good work ethic.

Casual employees and part time employees with less than one (1) year service will not be considered for assistance unless negotiated at the time of engagement. This will be at the discretion of the Chief Executive Officer.

Once enrolled, the following assistance will be provided to the employee:

1. Maximum of two (2) days paid study leave for each module's examination. All other time associated with completion of the qualification will be outside work hours or through approved leave entitlements.
2. Payment of 75% of unit costs direct to the institution paid on a per unit basis. The employee may request for Council to pay 100% and salary sacrifice the 25%. If the employee chooses to salary sacrifice this may be completed over a maximum of eight (8) pay periods.
3. Reimbursement of 75% of course required textbooks and compulsory student fees upon presentation of tax invoices and receipts.

*In the event that the employee fails a unit the following options apply:*

---

Date of Approval: 19<sup>th</sup> November 2024  
Approved By: Council resolution

Effective Date: 19/11/2024  
Version: 3.0  
Review Date: November 2026

1. *The employee re-enrols and completes the unit at the earliest available time at his/her own cost. In this case no reimbursement to McKinlay Shire Council is required; or*
2. *The employee is required to reimburse McKinlay Shire Council the total supported amount either in a lump sum or via salary sacrifice over an agreed period of time*
  - 2.1 *If the employee leaves McKinlay Shire Council whilst still reimbursing for the cost of any associated course costs, the remaining amount is to be deducted from their termination pay. In the event the remaining amount is greater than the termination pay a debtors invoice will be raised for the outstanding amount.*

On successful completion of the qualification, the employee will be required to complete a minimum of two (2) years service at McKinlay Shire Council. Any termination of employment either by the employee or by McKinlay Shire Council prior to the end of service, unless through end of contract or redundancy, will require repayment of fee costs pro rata to Council. *E.g. one (1) year services completed, 50% of course costs to be repaid.*

### **TRAINEESHIPS/APPRENTICESHIPS**

McKinlay Shire Council may from time to time make available traineeships in any one of the following operational function areas:

- Engineering Services;
- Environmental Health and Regulatory Services;
- Community Services; or
- Corporate Services

All traineeships and apprenticeships will operate under the required guidelines and generally be twelve (12) months or longer in duration. All costs associated with traineeships and apprenticeships shall be borne by McKinlay Shire Council and appropriate allocation of time and supervision during work hours will be maintained.

On successful completion of such qualification, the apprentice or trainee may be offered full time employment with Council dependant on availability of a suitable position and recommendation from the direct supervisor.

### **7. RESPONSABILITIES**

Professional development is a collaborative effort involving employees, Directors/Supervisors, and McKinlay Shire Council. The following outlines the specific responsibilities of each party:

- **Employees :**

Employees are responsible for their own professional growth and development. They are expected to proactively manage their personal and professional advancement and to contribute to the development of their colleagues by sharing their expertise. Employees should utilize their own time to engage in training and development activities and apply their learning effectively in their roles.

---

Date of Approval: 19<sup>th</sup> November 2024  
 Approved By: Council resolution

Effective Date: 19/11/2024  
 Version: 3.0  
 Review Date: November 2026

- **Directors/ Supervisors :**

Directors and Supervisors play a crucial role in supporting staff development. They are responsible for encouraging and advising employees to identify their learning and career development needs. Additionally, they should assist in finding and pursuing appropriate activities to address these needs and facilitate their professional growth.

- **McKinlay Shire Council :**

Council is responsible for providing the resources and opportunities necessary for employee development. This includes:

- Developing and maintaining a comprehensive policy framework for professional development.
- Monitoring the implementation of these policies to ensure their effectiveness.
- Allocating resources for learning and development activities.
- Coordinating development initiatives across the organization.
- Seeking external funding and resources to support staff learning and development.





**8.3 Subject:** Final Management Report 2024  
**Attachments:** Final Management Report 2024  
**Author:** Acting Director of Corporate Services  
**Date:** 19 November 2024

---

**Executive Summary:**

An external audit of Council's financial statements was undertaken throughout September 2024 by Pitcher Partners under the appointment of the Queensland Audit Office (QAO). QAO has provided a closing Audit Report to the Mayor for the financial year ending 30 June 2024 following the audit, now the QAO has delivered the Final Management Report. At the Mayor's direction this report has been prepared in order to present the Audit Report to Council.

**Recommendation:**

*That Council note the Final Management Report provided by the Queensland Audit Office for the year ending 30 June 2024.*

---

**Background:**

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

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

The Final Management Letter importantly stated that an unmodified audit opinion has been issued on our financial statements. The report highlighted no new matters in reporting period. The report highlights 1 internal control issue which has been resolved.

**Consultation:**

Chief Executive Officer

**Legal Implications:**

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

**Policy Implications:**

Nil



Ordinary Meeting of Council Tuesday 19 November 2024

**Financial and Resource Implications:**

**InfoXpert Document ID:**



## 2024 CLOSING REPORT

# McKinlay Shire Council

22 October 2024

---

Mr Trevor Williams  
 Chief Executive Officer  
 McKinlay Shire Council

Dear Mr Williams

## 2024 Closing report

We present our closing report for McKinlay Shire Council for the financial year ended 30 June 2024. It includes the results of our audit, the status of audit issues, identified audit misstatements, and other matters.

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

Our closing report is not the Auditor-General's observation report that needs to be tabled in a council meeting as required under section 213 of the Local Government Regulation 2012.

### Expected opinion

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

### Financial statement maturity

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

### Control environment

In our interim report, we assessed that your internal control environment does support an audit strategy where we can rely upon your entity's controls. We have confirmed that there has been no change to our initial assessment. Please refer to section 4 *Status of issues* for further details.

### Materiality \$192,000

No change to planning materiality.

### Estimated final fees \*

**\$59,000**

\* This excludes any LRCI acquittal work

### Outstanding matters

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

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

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

Yours sincerely



Andrew Robin  
 Engagement leader

Enc.

cc. Cr Janene Fegan, Mayor

# 1. Insights and financial statements overview

## Key insights

### Statement of comprehensive income

Classes of transactions, account balances or disclosures	Change	Key drivers
Sales Revenue \$5.64 million	\$1.95 million 53%	Council received major TMR work contract for Flinders Highway, and Wills Development Road projects, totalled approximately \$3.6 million, which was ongoing as at 30 June 2024. Remaining revenue relates to standard RMPC works year on year.
Grants, subsidies, contributions and donations (recurrent) \$0.89 million	(\$9.5 million) (91.5%)	Reduction of recurring grant revenue primarily due to reduction of FAG grant received in current period. The FAG grant is recorded on receipt, and there was a delay in receipt of the funding until after period end. Funding allocation for the prior year was \$9.65 million, whereas funding received for the current year was \$0.3 million.
Grants, subsidies, contributions and donations (Capital) \$35.33 million	\$23.71 million 204.1%	Significant increase largely due to flood damage grant funding arising from weather events carried forward from FY22 for approximately \$22.78 million.
Interest received \$1.11 million	\$0.28 million 33.7%	Larger upfront funding payments were received in the prior year, which caused significant cash holding at the beginning of the current financial year. Interest rates remained high throughout FY24, which caused interest revenue to increase significantly.
Material and services \$9.01 million	\$1.84 million 26%	Increase in material & service is mainly due to an increase in the scope of recovery work carried out during the year. This was as a result of the one-off TMR contract, which causes the related costs to increase. The rise in cost is approximately similar to the increase in TMR contract revenue. The remaining balances are regular M&S costs year on year.
Write-off of flood damaged roads \$26.12 million	\$26.12 million 100%	Flood damage caused by weather events occurred in February & March 2024. Roads that were severely damaged and lost serviceability were written off.

## Statement of financial position

Classes of transactions, account balances or disclosures	Change	Key drivers
Cash \$19.47 million	(\$13.24 million) (40%)	Reduction of cash is mainly driven by payment for capital works incurred during the year and changes in working capital.
Contract Assets \$11.31 million	\$9.17 million 428%	Significant increase in contract assets is due to the Council having incurred severe weather damage to infrastructure assets in the past few years, particularly during FY22 & FY24. Total flood damage related work completed by reporting date not yet recovered amounted to \$5.7 million, in addition, the Council obtained major TMR contract for recovery road works. Recoverable work claim yet to be finalised as at reporting date totalled \$3.92 million. There was also approximately \$1.1 million of LRCI work completed, however, funding was not yet received by FY24 reporting date.
Property, plant and equipment \$257 million	(\$2.59 million) (1%)	Reduction of PPE balances mainly due to revaluation increment through indexation for \$11.52 million, work capitalised arising from prior year flood damage and other works for \$38.07 million, offset by impairment loss due to FY24 weather event for partial write off of severely damaged roads for (\$26.1 million) and partial valuation decrement of (\$20.2 million). As well as depreciation expenses of (\$5.74 million).
Payables \$2.07 million	\$1.45 million 234.16%	Movement in creditors mainly due to a significant increase in accrued expenses relating to capital work that was still in progress at the reporting date. FY24 accrual totalled \$1.93 million, and \$1.81 million of this balance relates to project costs, whereas FY23 balance was \$0.48 million, of which \$0.4 million relates to project costs. Significantly higher project-related costs were due to having incurred severe flood damage in FY24; therefore, the number and magnitude of projects in progress were significantly higher in FY24.
Contract Liabilities \$1.99 million	(\$2.19 million) (52%)	The increase in contract asset had an inverse effect to contract liabilities in FY24. Majority of the work relating to flood damages were completed pending claims to be finalised whereas contract liabilities are funds received for work not yet completed. \$1.05 million relates to flood damage work not yet completed, and \$0.48 million relates to ELC grant work that was still in progress at reporting date. Remaining balances are made up by a series of project that were in the final phases prior to completion for funding previously received.
Asset Revaluation reserve \$93.79 million	(\$8.68 million) (8%)	The reduction of asset revaluation reserve is driven by a valuation increment of \$11.52 million, and a reduction of (\$20.21 million) for flood damaged roads that was still relatively serviceable.

## 2. Financial sustainability assessment

Councils are required to report a variety of metrics under the Financial Management (Sustainability) Guideline 2024 (the [guideline](#)) issued by the Department of Housing, Local Government, Planning and Public Works (the department).

The department has also published a risk framework with the guideline; however, the risk framework does not assign an overall risk of financial sustainability. Accordingly, we have not assessed council's financial sustainability.

As required under the Local Government Regulation 2012, we have audited the accuracy of these ratios in line with the guideline and will issue an audit opinion on the current year financial sustainability statements. Our audit opinion does not include 3 contextual ratios disclosed by council in the current year financial sustainability statements.

Ratio	Commentary																								
<p><b>Operating surplus ratio</b> – The operating surplus ratio is an indicator of the extent to which operating revenues generated cover operational expenses. Any operating surplus would be available for capital funding or other purposes.</p> <table border="1"> <caption>Operating surplus ratio data</caption> <thead> <tr> <th>Year</th> <th>Council</th> <th>Target (minimum)</th> <th>Tier average</th> </tr> </thead> <tbody> <tr> <td>2020</td> <td>-22.0%</td> <td>0.0%</td> <td>-17.6%</td> </tr> <tr> <td>2021</td> <td>-1.6%</td> <td>0.0%</td> <td>-8.0%</td> </tr> <tr> <td>2022</td> <td>-3.1%</td> <td>0.0%</td> <td>-2.4%</td> </tr> <tr> <td>2023</td> <td>6.1%</td> <td>0.0%</td> <td>5.3%</td> </tr> <tr> <td>2024</td> <td>-65.5%</td> <td>0.0%</td> <td>-65.5%</td> </tr> </tbody> </table>	Year	Council	Target (minimum)	Tier average	2020	-22.0%	0.0%	-17.6%	2021	-1.6%	0.0%	-8.0%	2022	-3.1%	0.0%	-2.4%	2023	6.1%	0.0%	5.3%	2024	-65.5%	0.0%	-65.5%	<p>Council's 5 year average is</p> <p><b>-16.32%</b></p> <p>This is <b>less</b> than the <b>0% target</b> for the tier, indicating that council's operating expenses exceed its operating revenue.</p> <p>Operating deficits over the long term affect a council's ability to internally fund its capital requirements and other initiatives as and when they fall due, potentially requiring external funding support.</p>
Year	Council	Target (minimum)	Tier average																						
2020	-22.0%	0.0%	-17.6%																						
2021	-1.6%	0.0%	-8.0%																						
2022	-3.1%	0.0%	-2.4%																						
2023	6.1%	0.0%	5.3%																						
2024	-65.5%	0.0%	-65.5%																						
<p><b>Operating cash ratio</b> – The operating cash ratio is a measure of a council's ability to cover its core operational expenses and generate a cash surplus excluding depreciation, amortisation, and finance costs.</p> <table border="1"> <caption>Operating cash ratio data</caption> <thead> <tr> <th>Year</th> <th>Council</th> <th>Target (minimum)</th> <th>Tier average</th> </tr> </thead> <tbody> <tr> <td>2020</td> <td>16.8%</td> <td>0.0%</td> <td>11.2%</td> </tr> <tr> <td>2021</td> <td>28.2%</td> <td>0.0%</td> <td>13.9%</td> </tr> <tr> <td>2022</td> <td>33.6%</td> <td>0.0%</td> <td>17.2%</td> </tr> <tr> <td>2023</td> <td>36.7%</td> <td>0.0%</td> <td>22.1%</td> </tr> <tr> <td>2024</td> <td>-13.0%</td> <td>0.0%</td> <td>-13.0%</td> </tr> </tbody> </table>	Year	Council	Target (minimum)	Tier average	2020	16.8%	0.0%	11.2%	2021	28.2%	0.0%	13.9%	2022	33.6%	0.0%	17.2%	2023	36.7%	0.0%	22.1%	2024	-13.0%	0.0%	-13.0%	<p>Council's 5 year average is</p> <p><b>19.47%</b></p> <p>This is <b>greater</b> than the <b>0.0% target</b> for the tier, indicating that council is able to fund its capital expenditure operations.</p> <p>A positive operating cash ratio indicates that a council is generating surplus cash from its core operations, which suggests that council has the ability to self-fund its capital expenditure requirements.</p>
Year	Council	Target (minimum)	Tier average																						
2020	16.8%	0.0%	11.2%																						
2021	28.2%	0.0%	13.9%																						
2022	33.6%	0.0%	17.2%																						
2023	36.7%	0.0%	22.1%																						
2024	-13.0%	0.0%	-13.0%																						

Ratio	Commentary
<p><b>Unrestricted cash expense cover ratio</b> – The unrestricted cash expense cover ratio is an indicator of the unconstrained liquidity available to a council to meet ongoing and emergent financial demands, which is a key component to solvency. It represents the number of months a council can continue operating based on current monthly expenses.</p>	

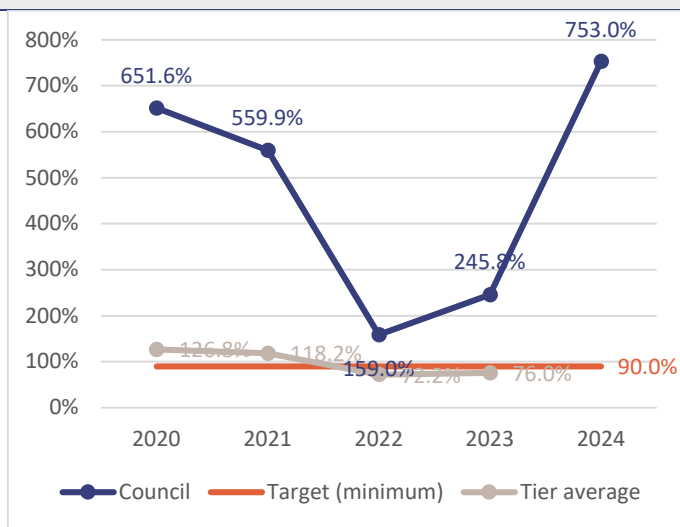
Council's unrestricted cash expense cover ratio at 30 June 2024 is

# 15.05 months

This is greater than the 4 months target for the tier, indicating that council has sufficient cash available to fund future planned and unplanned expenses.

A higher unrestricted cash expense cover ratio indicates that a council has sufficient free cash available to contribute to the cost of future planned and unplanned expenditures such as infrastructure investment or disaster recovery.

<p><b>Asset sustainability ratio</b> – The asset sustainability ratio approximates the extent to which the infrastructure assets managed by a council are being replaced as they reach the end of their useful lives.</p>	
---	--

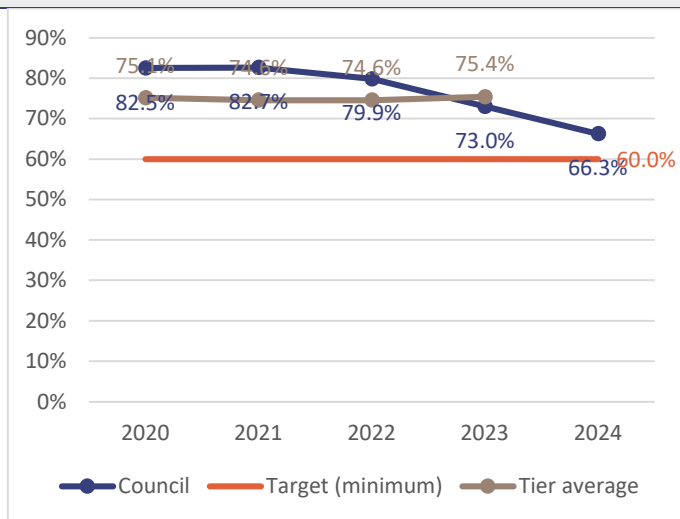


Council's 5 year average is

## 473.83%

This is **greater** than the **90 % target** for the tier, indicating that council are spending money to renew their assets to compensate for assets nearing the end of their useful lives.

<p><b>Asset consumption ratio</b> – The asset consumption ratio approximates the extent to which council's infrastructure assets have been consumed compared to what it would cost to build a new asset with the same benefit to the community.</p>	
---	--



Council's 5 year average is

## 76.9%

This is **greater** than the **60.0% target** for the tier, indicating council's assets are being consumed in line with their estimated useful lives.

<p><b>Leverage ratio</b> – The leverage ratio is an indicator of a council's ability to repay its existing debt. It measures the relative size of the council's debt to its operating performance.</p>	
--	--

McKinlay Shire Council does not have any external debts, thus the Leverage Ratio is not applicable.



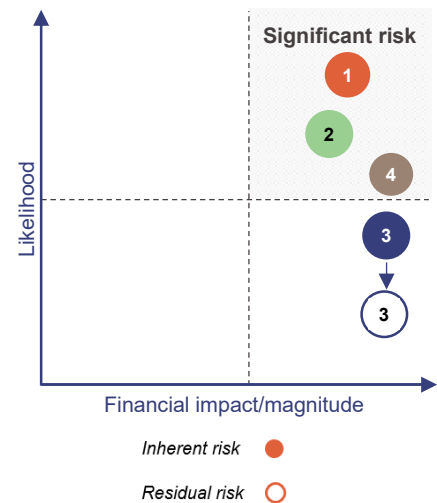
### 3. Audit conclusions

#### Areas of audit focus

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

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

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



Risk	Description of risk	Audit conclusion
1	<p><b>Significant estimates and judgements applied in the valuation of infrastructure assets</b></p> <ul style="list-style-type: none"> <li>Property, plant and equipment is the most material balance in the financial statement at \$257m at 30 June 2024.</li> <li>Valuation of infrastructure assets involves significant estimates and judgements. Council undertook indexation across all infrastructure asset classes.</li> <li>Significant capital works program, with complex asset capitalisation rules</li> </ul>	<p><b>Testing performed</b></p> <p>Procedures completed to address the risk included, but were not limited to, the following:</p> <ul style="list-style-type: none"> <li>Evaluation of change in value due to cost indexation since the last independent valuation (either comprehensive or desktop)</li> <li>Ensuring the adequacy of management’s review of the valuations and appropriateness of the indexation rates applied.</li> <li>Comparison of index rates to that of independent data sources;</li> <li>Recalculation of a sample of capital additions;</li> <li>Testing of work-in-progress balances to determine the extent to which WIP represents completed projects which should be capitalised, valued and depreciated at balance date;</li> <li>Ensure the adequacy and appropriateness of management’s impairment assessment to supporting data sources; and</li> <li>Ensuring the related disclosures in the financial statements are complete and accurate.</li> </ul> <p><b>Results and conclusion</b></p> <p>Based on the results of the procedures performed, we have obtained sufficient appropriate evidence that the balance is not materially misstated.</p>
2	<p><b>Significant estimates and judgements applied in the calculation of depreciation expense for infrastructure assets</b></p> <ul style="list-style-type: none"> <li>Depreciation expenditure is calculated subject to the application of significant estimates and judgements regarding asset componentisation and useful lives</li> <li>Infrastructure assets generally have long lives which require significant estimation</li> <li>Depreciation expenditure is also a critical element in the calculation of two of the ratios reported in the current year financial sustainability statement, increasing both the motivation for manipulation to occur and the potential implications of any errors in depreciation calculations.</li> </ul>	<p><b>Testing performed:</b></p> <p>Our procedures included:</p> <ul style="list-style-type: none"> <li>Recalculation of depreciation expenditure for a sample of assets to verify the mathematical accuracy of depreciation expense; and</li> <li>For all infrastructure asset classes, consideration of appropriateness of useful lives adopted for key components, through comparison against internal (asset management practices) and external (range of useful lives observed for other local governments) factors.</li> <li>Ensured assets capitalised from WIP were updated and depreciated on a timely basis.</li> </ul> <p><b>Results and conclusion</b></p> <p>Based on the results of the procedures performed, we have obtained sufficient appropriate evidence that the balance is not materially misstated.</p>

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

## Commonwealth certificates

Each year, we are required under the relevant legislation and Commonwealth Government funding arrangement to provide an audit opinion on the following grants:

Grant acquittal	Status of the audit
Roads to Recovery	As at the date of this report, we have not completed our audit of the Roads to Recovery acquittal. We are in the process and will have these completed by the due date.
Local Roads and Community Infrastructure Program	As at the date of this report, we have not completed our audit of the LRCI acquittals for Phases 3 and 4. We are in the process and will have these completed by the due date.

## Materiality

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

<b>Overall materiality</b>	<b>\$192,000</b> (per external audit plan \$192,000)
<b>Performance materiality</b>	<b>\$163,000</b> (per external audit plan \$163,000)
<b>Clearly trivial threshold</b>	<b>\$9,600</b> (per external audit plan \$9,600)
<b>Specific – property, plant and equipment<sup>1</sup></b>	<b>\$10,940,000</b> (per external audit plan \$15,090,000)
<b>Specific clearly trivial threshold<sup>1</sup></b>	<b>\$547,000</b> (per external audit plan \$754,000)

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

### Evaluation of quantitative misstatements

At the date of this report, we have identified 2 quantitative misstatements. The impact of one of these misstatements is an increase to the operating result of \$454,615, following a reclassification of the valuation decrement from impairment expenses to the asset revaluation reserve for flood damaged roads that remained serviceable. Management corrected these misstatements, resulting in an increase in net assets, an increase in the operating result and a decrease in equity, specifically the asset revaluation reserve.

At the date of this report, we have identified quantitative misstatements of \$49,365 that remain uncorrected by management. If corrected, these would result in a decrease in net assets and a decrease in the operating result.

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

### Evaluation of disclosure misstatements

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

## 4. Status of issues

### Internal control issues

The following table identifies the number of deficiencies in internal controls and other matters we have identified. No new deficiencies were identified in the current year. Refer to section 7 *Matters previously reported* for the status of previously raised issues.

Year and status	Significant deficiencies	Deficiencies	Other matters*
Current year issues	-	-	-
Prior year issues – resolved	-	-	1
<b>Total issues</b>	-	-	<b>1</b>

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

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



### Financial reporting issues

We have not identified any new financial reporting issues during our audit; further, there were no outstanding issues brought forward from the previous period. Refer to section 7 *Matters previously reported* for the status of previously raised financial reporting issues.

## 5. Financial statement maturity

### Financial statement preparation maturity assessment

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

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

The following table sets out the range and average responses for the Council’s financial statement preparation process for each component for the 2024 financial year. It also provides a comparison to the 2021 assessment.

Component	Financial year	Developing	Established	Integrated	Optimised
Quality month-end processes	2021				
	2024				
Early financial statement close process	2021				
	2024				
Skilled financial statement preparation and use of technology	2021				
	2024				
Resolution of financial reporting matters	2021				
	2024				

We identified the following key strengths and opportunities to improve based on the 2024 assessment:

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

## 6. Other required information


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

Matters for QAO to consider	How these were addressed
Disagreements with management	During our audit, we received full cooperation from management and had no unresolved disagreements over the application of accounting principles and the scope of our audit.
Significant difficulties	We did not encounter any significant difficulties.
Compliance with laws and regulations	We did not identify any instances of non-compliance with laws and regulations having a material effect on the financial report.
Matters significant to related parties	We did not identify any significant matters relating to related parties during the audit.
Changes to accounting policies	We confirm there were no significant changes to accounting policies during the period.
Accounting for estimates and judgements	<p>We have identified 2 key accounting estimates for the Council which relates to the significant judgements and estimates for the valuation of Property, Plant &amp; Equipment, and Useful lives/depreciation rate of property, plant and equipment. Based on our audit procedures, we note the following regarding judgement and estimates:</p> <ul style="list-style-type: none"> <li>• There has been no significant changes in how management has performed its estimation and assessed any associated uncertainties compared to prior year.</li> <li>• Management experts have been required to be used in determining the estimates. We did not engage an auditor's expert.</li> <li>• We did not identify any indicators of management bias.</li> <li>• We did not encounter any difficulties in obtaining sufficient audit evidence to support management's estimates and judgements.</li> <li>• Accounting policies in place appropriately reflect the accounting treatment of relevant estimates.</li> <li>• The methodology adopted in determining the estimates are materially in accordance with accounting standards</li> </ul>
Other matters significant to the oversight of the financial reporting process	We did not identify any significant matters relating to the financial reporting process during the audit.
Fraud and illegal acts	<p>We enquired of management regarding:</p> <ul style="list-style-type: none"> <li>• knowledge of any fraud or suspected or alleged fraud affecting the entity involving management, employees who have significant roles in internal control, or others where fraud could have a material effect on the financial report</li> <li>• knowledge of any allegations of fraud, or suspected fraud, affecting the financial information.</li> </ul> <p>In addition to the above enquiries, we have also undertaken certain testing that we had detailed in our external audit plan and we are not aware of any fraud or illegal acts during our audit.</p>
Written representations we are requesting	We are required to obtain written representations from management, and where appropriate, those charged with governance. Our requested written representations are included with this report. We have discussed these with management, and they are comfortable to make these representations. Those charged with governance should also make appropriate enquiries of management to be satisfied with the written representations made.

Matters for QAO to consider	How these were addressed
Other information in the entity's annual report	We have not yet performed audit procedures to verify the other information in the entity's annual report as required by Australian Auditing Standard ASA 720 <i>The Auditor's Responsibilities Relating to Other Information</i> . Our review will examine whether financial and non-financial information in the annual report are consistent with the financial report.

## 7. Matters previously reported

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

Ref.	Rating	Issue	Status and comment
19FR-1		<b>Excessive annual leave</b> On review of annual leave balance, five employees have in excess of ten weeks entitlement.	<b>Resolved</b> Council is continuing to work with all five employees over the financial year to reduce their annual leave balance with all being on a leave plan and are taking a minimum of 3 weeks leave during the period. Responsible officer: Director of Corporate Services

## 8. Misstatements

### Summary of corrected quantitative misstatements

We identified the following quantitative misstatements during the audit. Management subsequently corrected them in the financial statements.

#	Details	Profit or loss Dr/(Cr)	Asset Dr/(Cr)	Liabilities Dr/(Cr)	Equity Dr/(Cr)
		\$	\$	\$	\$
1	Road Impairment adj	-	454,615	-	-
	Road Impairment expense	(454,615)	-	-	-
	<i>Journal to rectify incorrect data used in the impairment calculation</i>				
1	Asset revaluation reserve	-	-	-	20,205,410
	Road Impairment expense	(20,205,410)	-	-	-
	<i>Journal to rectify incorrect data used in the impairment calculation</i>				
	<b>Total</b>	<b>(20,660,025)</b>	<b>454,615</b>	<b>-</b>	<b>20,205,410</b>



## Summary of uncorrected quantitative misstatements

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

#	Details	Profit or loss	Asset	Liabilities	Equity
		Dr/(Cr)	Dr/(Cr)	Dr/(Cr)	Dr/(Cr)
		\$	\$	\$	\$
1	Accounts Receivable – Debtors	-	76,283	-	-
	QTC Cash at call	-	(76,283)	-	-
	<i>Reclassing Interest Receivable from QTC account</i>				
2	Depreciation – Roads Infrastructure	77,367	-	-	-
	Roads – Accumulated Depreciation	-	(77,367)	-	-
	<i>Unadjusted audit differences for expected variances on the expected vs actual depreciation expenses for Road Infrastructure asset</i>				
3	Roads – Accumulated depreciation	-	28,002	-	-
	Depreciation expense	(28,002)	-	-	-
	<i>Reduce depreciation recognised on flood damaged roads</i>				
	<b>Total</b>	<b>49,365</b>	<b>(49,365)</b>	<b>-</b>	<b>-</b>

## 9. Next year planning considerations

### Climate-related financial disclosures

Next year audit planning considerations	Potential effect on your reporting obligations	Potential effect on your audit
<p>In June 2023, the International Sustainability Standards Board (ISSB) issued its first 2 standards – IFRS S1 <i>General Requirements for Disclosure of Sustainability-related Financial Information</i> and IFRS S2 <i>Climate-related Disclosures</i>.</p> <p>In October 2023, the AASB released Exposure Draft SR1 <i>Australian Sustainability Reporting Standards (ASRS) 1 General requirements for disclosure of Climate-related Financial Information</i> for public feedback.</p> <p>The AASB's approach is to take a 'climate first' approach, and is proposing that references to sustainability in the ISSB standards be replaced with 'climate related' in the Australian equivalents.</p> <p>In-scope entities will need to prepare a new, standalone sustainability report and have it audited.</p>	<p>In January 2024, the Commonwealth Treasury issued proposed legislation as to how it intends to mandate application of climate-related financial disclosures (and applicable assurance requirements) to entities reporting under the <i>Corporations Act 2001</i>. Queensland Treasury will determine the application to Queensland public sector entities that aren't reporting under the Corporations Act, such as departments and statutory bodies.</p> <p>The Council is not included in the scope of the draft Commonwealth legislation. Therefore, you are not a mandatory reporting entity and will need to follow the guidance from Queensland Treasury.</p>	<p>We will work with management to assess Queensland Treasury requirements and guidance, as applicable.</p>



[qao.qld.gov.au/reports-resources/reports-parliament](https://qao.qld.gov.au/reports-resources/reports-parliament)

---



Suggest an audit topic

Contribute to an audit in progress

Subscribe to news and our blog

Connect with QAO on LinkedIn

Lisa Fraser  
Queensland Audit Office  
T: 07 3149 6132  
E: [Lisa.Fraser@qao.qld.gov.au](mailto:Lisa.Fraser@qao.qld.gov.au)

Andrew Robin  
Pitcher Partners  
T: 07 3222 8328  
E: [arobin@pitcherpartners.com.au](mailto:arobin@pitcherpartners.com.au)

T: (07) 3149 6000  
E: [qao@qao.qld.gov.au](mailto:qao@qao.qld.gov.au)  
W: [www.qao.qld.gov.au](http://www.qao.qld.gov.au)  
53 Albert Street, Brisbane Qld 4000  
PO Box 15396, City East Qld 4002





## 2024 FINAL MANAGEMENT REPORT

# McKinlay Shire Council

30 October 2024

---

Cr Janene Fegan  
Mayor  
McKinlay Shire Council

---

Dear Mr Williams

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

We have completed our 2024 financial audit for McKinlay Shire Council. The Auditor-General has issued an unmodified audit opinion on your financial statements.

The purpose of this report is to update you on any matters that have arisen since we presented our interim report to you on 13 June 2024.

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

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

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

### **Report to parliament**

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

We intend to include the results of our audit of the Council in our report to parliament on the results of the Local Government sector. We will comment on the results of our audit, any significant internal control issues, and the overall results for the sector, including major transactions and events. We will discuss the proposed report content with your entity contact and continue to consult as we draft it. Formally, entities have an opportunity to comment on our report, and for these comments to be included in the final version tabled in parliament.

### **Audit fee**

The final audit fee for this year is \$59,000 exclusive of GST and (2023: \$60,400). This fee is unchanged from that estimated in our external audit plan.

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

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

Yours sincerely



Andrew Robin  
Partner

## Appendix A1 – Matters previously reported


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

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




the


**Internal control issues**



Significant deficiency



Deficiency



Other matter

**Financial reporting issues**



High




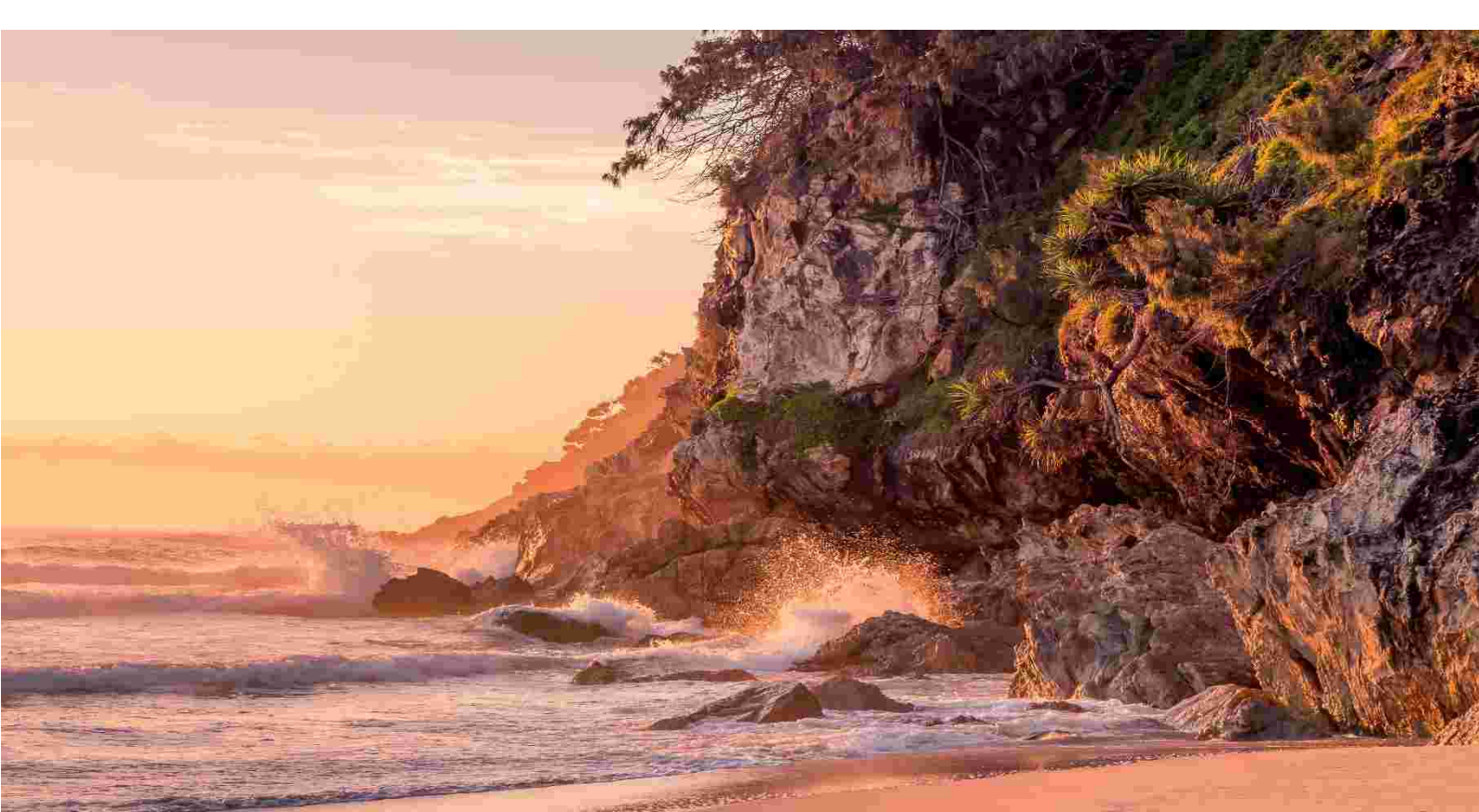
Medium



Low

### Internal control issues

Ref.	Rating	Issue	Status
19FR-1		<p><b>Excessive annual leave</b></p> <p>On review of annual leave balance, five employees have in excess of ten weeks entitlement.</p>	<p><b>Resolved</b></p> <p>Council is continuing to work with all five employees over the financial year to reduce their annual leave balance with all being on a leave plan and are taking a minimum of 3 weeks leave during the period.</p> <p>Responsible officer: Director of Corporate Services</p>



[qao.qld.gov.au/reports-resources/reports-parliament](https://qao.qld.gov.au/reports-resources/reports-parliament)



Suggest an audit topic

Contribute to an audit in progress

Subscribe to news and our blog

Connect with QAO on LinkedIn

Lisa Fraser  
Queensland Audit Office  
T: 07 3149 6132  
E: [Lisa.Fraser@qao.qld.gov.au](mailto:Lisa.Fraser@qao.qld.gov.au)

Andrew Robin  
Pitcher Partners  
T: 07 3222 8328  
E: [arobin@pitcherpartners.com.au](mailto:arobin@pitcherpartners.com.au)

T: (07) 3149 6000  
E: [qao@qao.qld.gov.au](mailto:qao@qao.qld.gov.au)  
W: [www.qao.qld.gov.au](http://www.qao.qld.gov.au)  
53 Albert Street, Brisbane Qld 4000  
PO Box 15396, City East Qld 4002





**8.4 Subject:** Fourth Quarter Review of the 2023-2024 Operational Plan  
**Attachments:** 2023-24 Operational Plan and Capital Works Program  
**Author:** Corporate Services Team Leader  
**Date:** 11 October 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 April to June 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:

<b>INCOME STATEMENT SUMMARY</b>				
	<b>Actuals</b>	<b>Variance</b>	<b>YTD Budget</b>	<b>Full Year Budget</b>
<b>Total Income</b>	48,503,453	98%	49,716,851	49,716,851
<b>Total Expenses</b>	(45,807,436)	244%	(18,777,174)	(18,777,174)
<b>Net Result</b>	<b>2,696,017</b>	<b>9%</b>	<b>30,939,677</b>	<b>30,939,677</b>
Less Capital Revenue	35,280,708	105%	33,734,747	33,734,747
<b>Operating Result (excl. Capital Revenue)</b>	<b>\$ (32,584,691)</b>	<b>1166%</b>	<b>\$ (2,795,070)</b>	<b>\$ (2,795,070)</b>

<b>Summary By Departments</b>						
<b>Department</b>	<b>Revenue</b>			<b>Expenditure</b>		
	<b>Actuals</b>	<b>%</b>	<b>Budget</b>	<b>Actuals</b>	<b>%</b>	<b>Budget</b>
Infrastructure & Works	37,843,896	117%	32,229,711	57,676,921	581%	9,930,000
Governance & Partnerships	-	0%	-	819,423	91%	895,782
Corporate Services	6,149,881	50%	12,283,415	1,877,776	97%	1,926,401
Economic Development	407,572	84%	486,500	1,023,241	88%	1,156,500
Community Services	3,470,303	87%	3,994,839	3,434,382	84%	4,109,229
Health Safety & Development	66,448	38%	174,848	570,491	88%	648,600
Environmental Management	565,354	103%	547,538	610,613	98%	626,212
	<b>48,503,454</b>	<b>98%</b>	<b>49,716,851</b>	<b>66,012,847</b>	<b>342%</b>	<b>19,292,724</b>





## Capital Works Program 2023-2024 Version 2.0

Infrastructure & Works	Actuals to date 2023-24	Adopted Amended Budget 2023-24	Grants/Other	Percentage Complete
Roads	\$32,011,973	\$37,679,781	\$37,135,246	85%
Wastewater	\$371,257	\$1,730,000	\$1,500,000	21%
Water	\$305,781	\$426,782	\$227,594	72%
Transport	\$347,273	\$340,000	\$300,000	102%
Other	\$908,915	\$1,580,000	\$0	58%
<b>Subtotal</b>	<b>\$33,945,201</b>	<b>\$41,756,563</b>	<b>\$39,162,840</b>	<b>81%</b>
<b>Environmental Management</b>	<b>Actuals</b>		<b>Grants/Other</b>	
Reserves	\$23,599	\$95,127	\$0	25%
<b>Subtotal</b>	<b>\$23,599</b>	<b>\$95,127</b>	<b>\$0</b>	<b>25%</b>
<b>Community Services &amp; Facilities</b>	<b>Actuals</b>		<b>Grants/Other</b>	
Community Buildings & Other Structures	\$2,900,988	\$3,273,052	\$3,117,952	89%
Parks & Gardens	\$60,437	\$177,802	\$167,802	34%
Council Housing	\$870,401	\$1,787,137	\$820,000	49%
<b>Subtotal</b>	<b>\$3,831,826</b>	<b>\$5,237,991</b>	<b>\$4,105,754</b>	<b>73%</b>
<b>Corporate Services</b>	<b>Actuals</b>		<b>Grants/Other</b>	
Corporate Buildings & Other Structures	\$34,825	\$316,571	\$0	11%
Other	\$12,904	\$40,000	\$0	32%
Economic Development	\$299,736	\$475,000	\$475,000	63%
<b>Subtotal</b>	<b>\$347,464</b>	<b>\$831,571</b>	<b>\$475,000</b>	<b>42%</b>
<b>Total</b>	<b>\$38,148,090</b>	<b>\$47,921,252</b>	<b>\$43,743,594</b>	<b>80%</b>

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)

**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:**

# Infrastructure & Works

*Corporate Plan Program & Strategies: Engineering Services*

## Program: 1. Engineering Administration

<b>1.1</b>	<b>Roads to Recovery (R2R)</b>
<b>Type:</b>	Revenue - Capital Grant
<b>Accountability:</b>	Engineering & Works
<b>Budget:</b>	<b>Budget Revenue</b> \$700,484 <b>Budget Expenditure</b> \$0
<b>Actuals:</b>	\$700,485
<b>Percentage of completion:</b>	100%
<b>Description:</b>	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.
<b>Comments:</b>	Quarterly reports submitted and funding received on the basis of planned forward works.
<b>1.2</b>	<b>Transport Infrastructure Development Scheme (TIDS)</b>
<b>Type:</b>	Revenue - Capital Grant
<b>Accountability:</b>	Engineering & Works
<b>Budget:</b>	<b>Budget Revenue</b> \$565,000 <b>Budget Expenditure</b> \$0
<b>Actuals:</b>	\$583,124
<b>Percentage of completion:</b>	103%
<b>Description:</b>	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.
<b>Comments:</b>	Claims submitted.
<b>1.3</b>	<b>Other Roads Capital Grants</b>
<b>Type:</b>	Revenue - Capital Grant
<b>Accountability:</b>	Engineering & Works
<b>Budget:</b>	<b>Budget Revenue</b> \$262,500 <b>Budget Expenditure</b> \$0
<b>Actuals:</b>	\$165,768
<b>Percentage of completion:</b>	63%
<b>Description:</b>	Funding through the Queensland Resilience and Risk Reduction (QRRRF) program to install culverts on the Yorkshire road.
<b>Comments:</b>	Progress funding payments received for 2 QRRRF projects. Final payment for QRRRF 2020/21 project (Dalgona/Millungera) and initial payment made for the Yorkshire Rd project.
<b>1.4</b>	<b>Other Grants</b>
<b>Type:</b>	Revenue - Capital Grant
<b>Accountability:</b>	Engineering & Works
<b>Budget:</b>	<b>Budget Revenue</b> \$236,000 <b>Budget Expenditure</b> \$0
<b>Actuals:</b>	\$225,610
<b>Percentage of completion:</b>	96%
<b>Description:</b>	Funding through the Building Our Regions program to deliver Asset Management Planning for water and sewer infrastructure

## Operational Plan 2023/24 Version 2

<b>Comments:</b>	Final payment for the Asset Management Planning funding received from the BOR program following submission of completion report.			
<b>1.5</b>	<b>Engineering Program</b>			
<b>Type:</b>	<i>Expenditure - Operational Costs</i>			
<b>Accountability:</b>	Engineering & Works			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$500,000</b>
<b>Actuals:</b>				<b>\$154,207</b>
<b>Percentage of completion:</b>				<b>31%</b>
<b>Description:</b>	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.			
<b>Comments:</b>	Engineering Services Team positions maintained and program operations on track. Internal recoveries exceeding expectations, therefore actual expenditure less than anticipated.			
<b>1.6</b>	<b>McKinlay Shire Depot</b>			
<b>Type:</b>	<i>Expenditure - Operational/Maintenance Costs</i>			
<b>Accountability:</b>	Engineering & Works			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$250,000</b>
<b>Actuals:</b>				<b>\$227,605</b>
<b>Percentage of completion:</b>				<b>91%</b>
<b>Description:</b>	Manage and maintain Depots located at Julia Creek and McKinlay. Expenditure consists of general repairs and maintenance and general operations; phones, electricity, rates, insurance.			
<b>Comments:</b>	Julia Creek & McKinlay depots being maintained, expenditure inline with budget.			

## Program: 2. Roads and Maintenance

<b>2.1</b>	<b>Financial Assistance Grant (FAGS) Road Component</b>			
<b>Type:</b>	<i>Revenue - Operating Grant</i>			
<b>Accountability:</b>	Engineering & Works			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$1,517,111</b>	<b>Budget Expenditure</b>	<b>\$0</b>
<b>Actuals:</b>		<b>\$75,329</b>		
<b>Percentage of completion:</b>		<b>5%</b>		
<b>Description:</b>	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.			
<b>Comments:</b>	Routine quarterly payments being received.			
<b>2.3</b>	<b>Routine Maintenance to McKinlay Shire Road Network</b>			
<b>Type:</b>	<i>Expenditure - Operational/Maintenance Costs</i>			
<b>Accountability:</b>	Engineering & Works			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$1,100,000</b>
<b>Actuals:</b>				<b>\$999,423</b>
<b>Percentage of completion:</b>				<b>91%</b>
<b>Description:</b>	Implement maintenance and inspection schedule for the McKinlay Shire rural road network including grading and culvert maintenance.			

## Operational Plan 2023/24 Version 2

<b>Comments:</b>	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.		
<b>2.4</b>	<b>Shire Roads Signage Directional and Advisory</b>		
<i>Type:</i>	<i>Expenditure - Operational/Maintenance Costs</i>		
<b>Accountability:</b>	Engineering & Works		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$40,000</b>
<b>Actuals:</b>			<b>\$11,837</b>
<b>Percentage of completion:</b>			<b>\$0</b>
<b>Description:</b>	Management of all road signs on the McKinlay Shire road network; repairs and replacements.		
<b>Comments:</b>	Repairs and replacement of shire road signs completed as necessary.		
<b>2.5</b>	<b>Town Streets</b>		
<i>Type:</i>	<i>Expenditure - Operational/Maintenance Costs</i>		
<b>Accountability:</b>	Engineering & Works		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$400,000</b>
<b>Actuals:</b>			<b>\$545,754</b>
<b>Percentage of completion:</b>			<b>136%</b>
<b>Description:</b>	Implement maintenance and inspection schedule to perform maintenance works and cleaning of town streets located in Julia Creek, McKinlay, Kynuna and Nelia		
<b>Comments:</b>	Over budget. Hickman Street replacement of stabilises.		
<b>2.6</b>	<b>Wet Weather</b>		
<i>Type:</i>	<i>Expenditure - Operational Costs</i>		
<b>Accountability:</b>	Engineering & Works		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$5,000</b>
<b>Actuals:</b>			<b>\$0</b>
<b>Percentage of completion:</b>			<b>0%</b>
<b>Description:</b>	Wet Weather Expenses provision to be utilised for all outdoor staff when all other avenues of works to complete during wet weather are exhausted.		
<b>Comments:</b>	Budget not required this year.		

### Program: 3. Flood Damage Shire Roads

<b>3.1</b>	<b>Disaster Recovery Funding Arrangements (DRFA)</b>		
<i>Type:</i>	<i>Revenue - Recoverable Fees and Operational/Maintenance Costs</i>		
<b>Accountability:</b>	Engineering & Works		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$25,102,741</b>	<b>Budget Expenditure</b> <b>\$0</b>
<b>Actuals:</b>		<b>\$24,095,877</b>	
<b>Percentage of completion:</b>		<b>96%</b>	
<b>Description:</b>	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.		
<b>Comments:</b>	Progressive claims being made on a monthly basis for the 2022 program.		

### Program: 4. Airport

<b>4.1</b>	<b>Airport</b>				
Type:	Revenue & Expenditure - User Fees and Operational/Maintenance Costs				
Accountability:	Engineering & Works				
Budget:	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$36,500</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$170,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$36,500</b>	<b>Budget Expenditure</b>	<b>\$170,000</b>
<b>Budget Revenue</b>	<b>\$36,500</b>	<b>Budget Expenditure</b>	<b>\$170,000</b>		
Actuals:	<table border="1"> <tr> <td></td> <td><b>\$70,784</b></td> <td></td> <td><b>\$162,836</b></td> </tr> </table>		<b>\$70,784</b>		<b>\$162,836</b>
	<b>\$70,784</b>		<b>\$162,836</b>		
Percentage of completion:	<table border="1"> <tr> <td></td> <td><b>194%</b></td> <td></td> <td><b>96%</b></td> </tr> </table>		<b>194%</b>		<b>96%</b>
	<b>194%</b>		<b>96%</b>		
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:	Capital grant recieved and not budgeted for.				

### Program: 5. Flood Warning Infrastructure

<b>5.1</b>	<b>Flood Warning Infrastructure</b>				
Type:	Expenditure - Operational/Maintenance Costs				
Accountability:	Engineering & Works				
Budget:	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$0</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$10,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$10,000</b>
<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$10,000</b>		
Actuals:	<table border="1"> <tr> <td></td> <td></td> <td></td> <td><b>\$5,171</b></td> </tr> </table>				<b>\$5,171</b>
			<b>\$5,171</b>		
Percentage of completion:	<table border="1"> <tr> <td></td> <td></td> <td></td> <td><b>52%</b></td> </tr> </table>				<b>52%</b>
			<b>52%</b>		
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

<b>6.1</b>	<b>Diesel Fuel Rebate</b>				
Type:	Revenue - Receive Rebate Income				
Accountability:	Engineering & Works				
Budget:	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$30,000</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$0</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$30,000</b>	<b>Budget Expenditure</b>	<b>\$0</b>
<b>Budget Revenue</b>	<b>\$30,000</b>	<b>Budget Expenditure</b>	<b>\$0</b>		
Actuals:	<table border="1"> <tr> <td></td> <td><b>\$40,060</b></td> <td></td> <td></td> </tr> </table>		<b>\$40,060</b>		
	<b>\$40,060</b>				
Percentage of completion:	<table border="1"> <tr> <td></td> <td><b>134%</b></td> <td></td> <td></td> </tr> </table>		<b>134%</b>		
	<b>134%</b>				
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.				
<b>6.2</b>	<b>Plant Program</b>				
Type:	Revenue & Expenditure - User Fees and Operational/Maintenance Costs				
Accountability:	Engineering & Works				
Budget:	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$5,000</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$1,350,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$5,000</b>	<b>Budget Expenditure</b>	<b>\$1,350,000</b>
<b>Budget Revenue</b>	<b>\$5,000</b>	<b>Budget Expenditure</b>	<b>\$1,350,000</b>		
Actuals:	<table border="1"> <tr> <td></td> <td><b>\$1,464</b></td> <td></td> <td><b>\$1,236,115</b></td> </tr> </table>		<b>\$1,464</b>		<b>\$1,236,115</b>
	<b>\$1,464</b>		<b>\$1,236,115</b>		
Percentage of completion:	<table border="1"> <tr> <td></td> <td><b>29%</b></td> <td></td> <td><b>92%</b></td> </tr> </table>		<b>29%</b>		<b>92%</b>
	<b>29%</b>		<b>92%</b>		
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:	Recoverables				
Accountability:	Engineering & Works				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$0</td> <td>Budget Expenditure</td> <td>(\$1,500,000)</td> </tr> </table>	Budget Revenue	\$0	Budget Expenditure	(\$1,500,000)
Budget Revenue	\$0	Budget Expenditure	(\$1,500,000)		
Actuals:	<table border="1"> <tr> <td></td> <td></td> <td></td> <td>(\$1,393,299)</td> </tr> </table>				(\$1,393,299)
			(\$1,393,299)		
Percentage of completion:	<table border="1"> <tr> <td></td> <td></td> <td></td> <td>93%</td> </tr> </table>				93%
			93%		
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:	Revenue & Expenditure - Maintenance Contract Recoverable Works				
Accountability:	Engineering & Works				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$1,641,000</td> <td>Budget Expenditure</td> <td>\$1,641,000</td> </tr> </table>	Budget Revenue	\$1,641,000	Budget Expenditure	\$1,641,000
Budget Revenue	\$1,641,000	Budget Expenditure	\$1,641,000		
Actuals:	<table border="1"> <tr> <td></td> <td>\$1,550,578</td> <td></td> <td>\$1,096,258</td> </tr> </table>		\$1,550,578		\$1,096,258
	\$1,550,578		\$1,096,258		
Percentage of completion:	<table border="1"> <tr> <td></td> <td>94%</td> <td></td> <td>67%</td> </tr> </table>		94%		67%
	94%		67%		
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:	Revenue & Expenditure - Contract Recoverable Works				
Accountability:	Engineering & Works				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$0</td> <td>Budget Expenditure</td> <td>\$0</td> </tr> </table>	Budget Revenue	\$0	Budget Expenditure	\$0
Budget Revenue	\$0	Budget Expenditure	\$0		
Actuals:	<table border="1"> <tr> <td></td> <td>\$3,662,397</td> <td></td> <td>\$2,851,585</td> </tr> </table>		\$3,662,397		\$2,851,585
	\$3,662,397		\$2,851,585		
Percentage of completion:	<table border="1"> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>				
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:	Revenue & Expenditure - Maintenance Contract Recoverable Works				
Accountability:	Engineering & Works				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$445,000</td> <td>Budget Expenditure</td> <td>\$445,000</td> </tr> </table>	Budget Revenue	\$445,000	Budget Expenditure	\$445,000
Budget Revenue	\$445,000	Budget Expenditure	\$445,000		
Actuals:	<table border="1"> <tr> <td></td> <td>\$376,947</td> <td></td> <td>\$372,294</td> </tr> </table>		\$376,947		\$372,294
	\$376,947		\$372,294		
Percentage of completion:	<table border="1"> <tr> <td></td> <td>85%</td> <td></td> <td>84%</td> </tr> </table>		85%		84%
	85%		84%		
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.				

<b>7.4</b>	<b>Recoverable Works - Other</b>				
<i>Type:</i>	Revenue & Expenditure - Council Recoverable Works				
<b>Accountability:</b>	Engineering & Works				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$40,000</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$40,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$40,000</b>	<b>Budget Expenditure</b>	<b>\$40,000</b>
<b>Budget Revenue</b>	<b>\$40,000</b>	<b>Budget Expenditure</b>	<b>\$40,000</b>		
<b>Actuals:</b>	<table border="1"> <tr> <td></td> <td><b>\$45,261</b></td> <td></td> <td><b>\$38,146</b></td> </tr> </table>		<b>\$45,261</b>		<b>\$38,146</b>
	<b>\$45,261</b>		<b>\$38,146</b>		
<b>Percentage of completion:</b>	<table border="1"> <tr> <td></td> <td><b>113%</b></td> <td></td> <td><b>95%</b></td> </tr> </table>		<b>113%</b>		<b>95%</b>
	<b>113%</b>		<b>95%</b>		
<b>Description:</b>	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.				
<b>Comments:</b>	Private works jobs completed as and when required and invoices sent out once works completed.				

## Program: 8. Water Infrastructure

<b>8.1</b>	<b>Julia Creek Water Infrastructure</b>				
<i>Type:</i>	Revenue & Expenditure - Utility Charges and Operational/Maintenance Costs				
<b>Accountability:</b>	Engineering & Works				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$305,277</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$190,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$305,277</b>	<b>Budget Expenditure</b>	<b>\$190,000</b>
<b>Budget Revenue</b>	<b>\$305,277</b>	<b>Budget Expenditure</b>	<b>\$190,000</b>		
<b>Actuals:</b>	<table border="1"> <tr> <td></td> <td><b>\$308,735</b></td> <td></td> <td><b>\$166,699</b></td> </tr> </table>		<b>\$308,735</b>		<b>\$166,699</b>
	<b>\$308,735</b>		<b>\$166,699</b>		
<b>Percentage of completion:</b>	<table border="1"> <tr> <td></td> <td><b>101%</b></td> <td></td> <td><b>88%</b></td> </tr> </table>		<b>101%</b>		<b>88%</b>
	<b>101%</b>		<b>88%</b>		
<b>Description:</b>	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.				
<b>Comments:</b>	Revenue collected through the two rates notices levied. Maintenance work completed routinely and when required.				
<b>8.2</b>	<b>McKinlay Water Infrastructure</b>				
<i>Type:</i>	Revenue & Expenditure - Utility Charges and Operational/Maintenance Costs				
<b>Accountability:</b>	Engineering & Works				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$21,167</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$50,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$21,167</b>	<b>Budget Expenditure</b>	<b>\$50,000</b>
<b>Budget Revenue</b>	<b>\$21,167</b>	<b>Budget Expenditure</b>	<b>\$50,000</b>		
<b>Actuals:</b>	<table border="1"> <tr> <td></td> <td><b>\$21,432</b></td> <td></td> <td><b>\$42,847</b></td> </tr> </table>		<b>\$21,432</b>		<b>\$42,847</b>
	<b>\$21,432</b>		<b>\$42,847</b>		
<b>Percentage of completion:</b>	<table border="1"> <tr> <td></td> <td><b>101%</b></td> <td></td> <td><b>86%</b></td> </tr> </table>		<b>101%</b>		<b>86%</b>
	<b>101%</b>		<b>86%</b>		
<b>Description:</b>	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.				
<b>Comments:</b>	Revenue collected through the two rates notices levied. Maintenance work completed				
<b>8.3</b>	<b>Kynuna Water Infrastructure</b>				
<i>Type:</i>	Revenue & Expenditure - Utility Charges and Operational/Maintenance Costs				
<b>Accountability:</b>	Engineering & Works				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$14,301</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$60,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$14,301</b>	<b>Budget Expenditure</b>	<b>\$60,000</b>
<b>Budget Revenue</b>	<b>\$14,301</b>	<b>Budget Expenditure</b>	<b>\$60,000</b>		
<b>Actuals:</b>	<table border="1"> <tr> <td></td> <td><b>\$16,388</b></td> <td></td> <td><b>\$27,787</b></td> </tr> </table>		<b>\$16,388</b>		<b>\$27,787</b>
	<b>\$16,388</b>		<b>\$27,787</b>		
<b>Percentage of completion:</b>	<table border="1"> <tr> <td></td> <td><b>115%</b></td> <td></td> <td><b>46%</b></td> </tr> </table>		<b>115%</b>		<b>46%</b>
	<b>115%</b>		<b>46%</b>		
<b>Description:</b>	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.				
<b>Comments:</b>	Revenue collected through the two rates notices levied. Maintenance work completed				
<b>8.4</b>	<b>Nelia Water Infrastructure</b>				
<i>Type:</i>	Revenue & Expenditure - Utility Charges and Operational/Maintenance Costs				
<b>Accountability:</b>	Engineering & Works				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$2,698</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$15,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$2,698</b>	<b>Budget Expenditure</b>	<b>\$15,000</b>
<b>Budget Revenue</b>	<b>\$2,698</b>	<b>Budget Expenditure</b>	<b>\$15,000</b>		

## Operational Plan 2023/24 Version 2

<b>Actuals:</b>	<b>\$2,975</b>	<b>\$7,537</b>
<b>Percentage of completion:</b>	<b>110%</b>	<b>50%</b>
<b>Description:</b>	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.	
<b>Comments:</b>	Revenue collected through the two rates notices levied. Maintenance work completed	
<b>8.5</b>	<b>Gilliat Water Infrastructure</b>	
<b>Type:</b>	<i>Revenue - Utility Charges</i>	
<b>Accountability:</b>	Engineering & Works	
<b>Budget:</b>	<b>Budget Revenue \$2,905</b>	<b>Budget Expenditure \$0</b>
<b>Actuals:</b>	<b>\$2,905</b>	<b>\$0</b>
<b>Percentage of completion:</b>	<b>100%</b>	<b>0%</b>
<b>Description:</b>	Maintenance and general operations of the Gilliat Water Supply. Undertake water supply	
<b>Comments:</b>	Revenue collected through the two rates notices levied.	

### Program: 9. Sewerage Infrastructure

<b>9.1</b>	<b>Sewerage Infrastructure</b>	
<b>Type:</b>	<i>Revenue &amp; Expenditure - Utility Charges and Operational/Maintenance Costs</i>	
<b>Accountability:</b>	Engineering & Works	
<b>Budget:</b>	<b>Budget Revenue \$252,127</b>	<b>Budget Expenditure \$280,000</b>
<b>Actuals:</b>	<b>\$253,094</b>	<b>\$211,879</b>
<b>Percentage of completion:</b>	<b>100%</b>	<b>76%</b>
<b>Description:</b>	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.	
<b>Comments:</b>	Revenue collected through the two rates notices levied. Maintenance work completed routinely and when required.	
<b>9.2</b>	<b>Sewerage Infrastructure - Capital Grant</b>	
<b>Type:</b>	<i>Revenue - Capital Funding</i>	
<b>Accountability:</b>	Engineering & Works	
<b>Budget:</b>	<b>Budget Revenue \$1,050,000</b>	<b>Budget Expenditure \$0</b>
<b>Actuals:</b>	<b>\$371,257</b>	
<b>Percentage of completion:</b>	<b>35%</b>	
<b>Description:</b>	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.	
<b>Comments:</b>		



**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>427,661</td> </tr> </table>			\$	427,661
		\$	427,661		
Percentage of completion:	87%				
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>\$363,117</td> </tr> </table>				\$363,117
			\$363,117		
Percentage of completion:	99%				
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>\$28,645</td> </tr> </table>				\$28,645
			\$28,645		
Percentage of completion:	95%				
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> <tr> <td>Actuals:</td> <td></td> <td></td> <td>\$134,277</td> </tr> <tr> <td>Percentage of completion:</td> <td></td> <td></td> <td>53%</td> </tr> </table>	Budget Revenue	\$0	Budget Expenditure	\$255,000	Actuals:			\$134,277	Percentage of completion:			53%
Budget Revenue	\$0	Budget Expenditure	\$255,000										
Actuals:			\$134,277										
Percentage of completion:			53%										
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> <tr> <td>Actuals:</td> <td>\$227,978</td> <td></td> <td></td> </tr> <tr> <td>Percentage of completion:</td> <td>4%</td> <td></td> <td></td> </tr> </table>	Budget Revenue	\$5,267,237	Budget Expenditure	\$0	Actuals:	\$227,978			Percentage of completion:	4%		
Budget Revenue	\$5,267,237	Budget Expenditure	\$0										
Actuals:	\$227,978												
Percentage of completion:	4%												
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.												

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> <tr> <td>Actuals:</td> <td>\$908,154</td> <td></td> <td></td> </tr> <tr> <td>Percentage of completion:</td> <td>30%</td> <td></td> <td></td> </tr> </table>	Budget Revenue	\$3,012,022	Budget Expenditure	\$0	Actuals:	\$908,154			Percentage of completion:	30%		
Budget Revenue	\$3,012,022	Budget Expenditure	\$0										
Actuals:	\$908,154												
Percentage of completion:	30%												
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> <tr> <td>Actuals:</td> <td>\$1,104,512</td> <td></td> <td></td> </tr> <tr> <td>Percentage of completion:</td> <td>123%</td> <td></td> <td></td> </tr> </table>	Budget Revenue	\$900,000	Budget Expenditure	\$0	Actuals:	\$1,104,512			Percentage of completion:	123%		
Budget Revenue	\$900,000	Budget Expenditure	\$0										
Actuals:	\$1,104,512												
Percentage of completion:	123%												

<b>Description:</b>	Investment of Council funds to earn interest. Invest Council funds to facilitate a higher interest return as per the current Investment Policy.		
<b>Comments:</b>	Council's excess funds invested to optimise the highest interest return.		
<b>2.4</b>	<b>Other Revenue</b>		
<b>Type:</b>	<i>Revenue - User Fees</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$25,000</b>	<b>Budget Expenditure</b> <b>\$0</b>
<b>Actuals:</b>		<b>\$14,431</b>	
<b>Percentage of completion:</b>		<b>58%</b>	
<b>Description:</b>	Collect other revenue. Receive revenue that is not specified under a particular program, but is specified in the Fees and Charges schedule; photocopying etc.		
<b>Comments:</b>	Revenue collected in line with adopted Fees & Charges schedule.		

<b>2.5</b>	<b>Finance and Administration Program</b>		
<b>Type:</b>	<i>Expenditure - Operational Costs</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$1,001,401</b>
<b>Actuals:</b>			<b>\$1,025,743</b>
<b>Percentage of completion:</b>			<b>102%</b>
<b>Description:</b>	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.		
<b>Comments:</b>	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

<b>3.1</b>	<b>General Rate Collection &amp; Fees</b>		
<b>Type:</b>	<i>Revenue - Differential General Rates &amp; User Fees</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$3,062,656</b>	<b>Budget Expenditure</b> <b>\$0</b>
<b>Actuals:</b>		<b>\$3,082,521</b>	
<b>Percentage of completion:</b>		<b>101%</b>	
<b>Description:</b>	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.		
<b>Comments:</b>	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.		

<b>3.2</b>	<b>General Rates Expenses</b>		
<b>Type:</b>	<i>Expenditure - Operational Costs</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$8,000</b>
<b>Actuals:</b>			<b>\$8,128</b>
<b>Percentage of completion:</b>			<b>102%</b>

<b>Description:</b>	Issue payments to the Department of Environment and Resource Management (DERM). Payments issued to DERM annually to ensure Council receives all valuation roll updates.
---------------------	---

<b>Comments:</b>	Payments made as required to DERM for valuation roll updates.
------------------	---

**3.3 Council Rates & Charges**

<b>Type:</b>	Expenditure - Operational Costs		
--------------	---------------------------------	--	--

<b>Accountability:</b>	Corporate and Community Services		
------------------------	----------------------------------	--	--

<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$35,500</b>
----------------	-----------------------	------------	---------------------------	-----------------

<b>Actuals:</b>				<b>\$38,660</b>
-----------------	--	--	--	-----------------

<b>Percentage of completion:</b>				<b>109%</b>
----------------------------------	--	--	--	-------------

<b>Description:</b>	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).			
---------------------	--	--	--	--

<b>Comments:</b>	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**

<b>Type:</b>	Expenditure - Operational Costs		
--------------	---------------------------------	--	--

<b>Accountability:</b>	Corporate and Community Services		
------------------------	----------------------------------	--	--

<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$80,500</b>
----------------	-----------------------	------------	---------------------------	-----------------

<b>Actuals:</b>				<b>\$125,976</b>
-----------------	--	--	--	------------------

<b>Percentage of completion:</b>				<b>156%</b>
----------------------------------	--	--	--	-------------

<b>Description:</b>	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.			
---------------------	--	--	--	--

<b>Comments:</b>	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**

<b>Type:</b>	Applications for Compensation		
--------------	-------------------------------	--	--

<b>Accountability:</b>	Corporate and Community Services		
------------------------	----------------------------------	--	--

<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$0</b>
----------------	-----------------------	------------	---------------------------	------------

<b>Actuals:</b>				
-----------------	--	--	--	--

<b>Percentage of completion:</b>				
----------------------------------	--	--	--	--

<b>Description:</b>	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.			
---------------------	---	--	--	--

<b>Comments:</b>	No activity			
------------------	-------------	--	--	--

<b>5.2</b>	<b>Workplace Health and Safety Program</b>			
Type:	Expenditure - Operational Costs			
Accountability:	Corporate and Community Services, Environment and Regulatory Services			
Budget:	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$300,000</b>
Actuals:				<b>\$352,035</b>
Percentage of completion:				<b>117%</b>
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.

<b>5.3</b>	<b>WH&amp;S Overhead Recoveries Program</b>			
Type:	Recoverables			
Accountability:	Corporate and Community Services, Environment and Regulatory Services			
Budget:	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>(\$50,000)</b>
Actuals:				<b>(\$52,242)</b>
Percentage of completion:				<b>104%</b>
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

<b>6.1</b>	<b>Recruitment Expenses</b>			
Type:	Expenditure - Operational Costs			
Accountability:	Corporate and Community Services			
Budget:	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$65,000</b>
Actuals:				<b>\$25,686</b>
Percentage of completion:				<b>40%</b>
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.

<b>6.2</b>	<b>Relocation Expenses</b>			
Type:	Expenditure - Operational Costs			
Accountability:	Corporate and Community Services			
Budget:	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$25,000</b>
Actuals:				<b>\$6,783</b>
Percentage of completion:				<b>27%</b>
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:	Expenditure - Operational Costs				
Accountability:	Corporate and Community Services				
Budget:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"><b>Budget Revenue</b></td> <td style="width: 50%; text-align: right;"><b>\$0</b></td> </tr> <tr> <td><b>Budget Expenditure</b></td> <td style="text-align: right;"><b>\$30,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$30,000</b>
<b>Budget Revenue</b>	<b>\$0</b>				
<b>Budget Expenditure</b>	<b>\$30,000</b>				
Actuals:	<b>\$8,684</b>				
Percentage of completion:	<b>29%</b>				
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					
Type:	Expenditure - Operational Costs				
Accountability:	Corporate and Community Services				
Budget:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"><b>Budget Revenue</b></td> <td style="width: 50%; text-align: right;"><b>\$0</b></td> </tr> <tr> <td><b>Budget Expenditure</b></td> <td style="text-align: right;"><b>\$1,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$1,000</b>
<b>Budget Revenue</b>	<b>\$0</b>				
<b>Budget Expenditure</b>	<b>\$1,000</b>				
Actuals:	<b>\$118</b>				
Percentage of completion:	<b>\$0</b>				
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				
<b>Type:</b>	Revenue & Expenditure - Special Charges, Contributions and Operational Costs			
<b>Accountability:</b>	Corporate and Community Services			
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$138,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>Budget Expenditure</b>	<b>\$138,000</b>
<b>Budget Revenue</b>	<b>Budget Expenditure</b>	<b>\$138,000</b>		
<b>Actuals:</b>	<b>\$41,045</b>			
<b>Percentage of completion:</b>	<b>30%</b>			
<b>Description:</b>	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					
<b>Type:</b>	Revenue & Expenditure - Sales and Operational/Maintenance Costs				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$35,500</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$290,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$35,500</b>	<b>Budget Expenditure</b>	<b>\$290,000</b>
<b>Budget Revenue</b>	<b>\$35,500</b>	<b>Budget Expenditure</b>	<b>\$290,000</b>		
<b>Actuals:</b>	<b>\$49,999</b>				
<b>Percentage of completion:</b>	<b>141%</b>				
<b>Description:</b>	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					
<b>Type:</b>	Revenue - Capital Grant				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$0</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$2,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$2,000</b>
<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$2,000</b>		
<b>Actuals:</b>	<b>\$0</b>				
<b>Percentage of completion:</b>	<b>0%</b>				
<b>Description:</b>	Provide repeater service for radio channels, Rebel FM throughout Julia Creek.				
<b>Comments:</b>	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> <tr> <td>Actuals:</td> <td></td> <td></td> <td>\$11,906</td> </tr> <tr> <td>Percentage of completion:</td> <td></td> <td></td> <td>66%</td> </tr> </table>	Budget Revenue	\$0	Budget Expenditure	\$18,000	Actuals:			\$11,906	Percentage of completion:			66%
Budget Revenue	\$0	Budget Expenditure	\$18,000										
Actuals:			\$11,906										
Percentage of completion:			66%										
Description:	Operate the Street Lighting network.												
Comments:	Street lighting maintained.												

### Program: 3. Livestock Operations

3.1 Livestock Weighing & Cattle Train Loading													
Type:	Revenue & Expenditure - User Fees and Operational/Maintenance Costs												
Accountability:	Environment and Regulatory Services												
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$51,000</td> <td>Budget Expenditure</td> <td>\$118,000</td> </tr> <tr> <td>Actuals:</td> <td>\$56,901</td> <td></td> <td>\$104,578</td> </tr> <tr> <td>Percentage of completion:</td> <td>112%</td> <td></td> <td>89%</td> </tr> </table>	Budget Revenue	\$51,000	Budget Expenditure	\$118,000	Actuals:	\$56,901		\$104,578	Percentage of completion:	112%		89%
Budget Revenue	\$51,000	Budget Expenditure	\$118,000										
Actuals:	\$56,901		\$104,578										
Percentage of completion:	112%		89%										
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:	Revenue - Capital funding												
Accountability:	Environment and Regulatory Services												
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$400,000</td> <td>Budget Expenditure</td> <td>\$0</td> </tr> <tr> <td>Actuals:</td> <td>\$342,433</td> <td></td> <td></td> </tr> <tr> <td>Percentage of completion:</td> <td>86%</td> <td></td> <td></td> </tr> </table>	Budget Revenue	\$400,000	Budget Expenditure	\$0	Actuals:	\$342,433			Percentage of completion:	86%		
Budget Revenue	\$400,000	Budget Expenditure	\$0										
Actuals:	\$342,433												
Percentage of completion:	86%												
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

<b>1.1</b>	<b>Community Services</b>		
<b>Type:</b>	<i>Expenditure - Operational/Maintenance Costs</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$210,000</b>
<b>Actuals:</b>			<b>\$193,666</b>
<b>Percentage of completion:</b>			<b>92%</b>

**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:** Inline with budget.

## Program: 2. Caravan Park

<b>2.1</b>	<b>Julia Creek Caravan Park</b>		
<b>Type:</b>	<i>Revenue &amp; Expenditure - User Fees and Operational/Maintenance Costs</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$653,200</b>	<b>Budget Expenditure</b> <b>\$515,000</b>
<b>Actuals:</b>		<b>\$612,791</b>	<b>\$463,395</b>
<b>Percentage of completion:</b>		<b>94%</b>	<b>90%</b>

**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:** Slightly behind budget.

## Program: 3. McKinlay Community

<b>3.1</b>	<b>McKinlay Community Facilities</b>		
<b>Type:</b>	<i>Revenue &amp; Expenditure - Grants and Operational/Maintenance Costs</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$8,000</b>
<b>Actuals:</b>			<b>\$2,772</b>
<b>Percentage of completion:</b>			<b>35%</b>
<b>Description:</b>	Provide for general maintenance for the McKinlay facilities		
<b>Comments:</b>	Full budget not required.		

## Program: 4. Smart Hub

4.1 Julia Creek Smart Hub					
Type:	Revenue & Expenditure - Recoverable Fees and Operational/Maintenance Costs				
Accountability:	Corporate and Community Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$1,600</td> <td>Budget Expenditure</td> <td>\$37,500</td> </tr> </table>	Budget Revenue	\$1,600	Budget Expenditure	\$37,500
Budget Revenue	\$1,600	Budget Expenditure	\$37,500		
Actuals:	<table border="1"> <tr> <td></td> <td>\$1,173</td> <td></td> <td>\$22,840</td> </tr> </table>		\$1,173		\$22,840
	\$1,173		\$22,840		
Percentage of completion:	<table border="1"> <tr> <td></td> <td>73%</td> <td></td> <td>61%</td> </tr> </table>		73%		61%
	73%		61%		
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:	Revenue & Expenditure - User Fees, Grants and Operational/Maintenance Costs				
Accountability:	Corporate and Community Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$13,030</td> <td>Budget Expenditure</td> <td>\$132,000</td> </tr> </table>	Budget Revenue	\$13,030	Budget Expenditure	\$132,000
Budget Revenue	\$13,030	Budget Expenditure	\$132,000		
Actuals:	<table border="1"> <tr> <td></td> <td>\$14,286</td> <td></td> <td>\$143,980</td> </tr> </table>		\$14,286		\$143,980
	\$14,286		\$143,980		
Percentage of completion:	<table border="1"> <tr> <td></td> <td>110%</td> <td></td> <td>109%</td> </tr> </table>		110%		109%
	110%		109%		
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:	Expenditure - Operational/Maintenance Costs				
Accountability:	Corporate and Community Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$0</td> <td>Budget Expenditure</td> <td>\$2,200</td> </tr> </table>	Budget Revenue	\$0	Budget Expenditure	\$2,200
Budget Revenue	\$0	Budget Expenditure	\$2,200		
Actuals:	<table border="1"> <tr> <td></td> <td></td> <td></td> <td>\$2,007</td> </tr> </table>				\$2,007
			\$2,007		
Percentage of completion:	<table border="1"> <tr> <td></td> <td></td> <td></td> <td>91%</td> </tr> </table>				91%
			91%		
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:	Revenue & Expenditure - User Fees, Funding and Operational/Maintenance Costs				
Accountability:	Corporate and Community Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$0</td> <td>Budget Expenditure</td> <td>\$21,500</td> </tr> </table>	Budget Revenue	\$0	Budget Expenditure	\$21,500
Budget Revenue	\$0	Budget Expenditure	\$21,500		
Actuals:	<table border="1"> <tr> <td></td> <td></td> <td></td> <td>\$8,969</td> </tr> </table>				\$8,969
			\$8,969		
Percentage of completion:	<table border="1"> <tr> <td></td> <td></td> <td></td> <td>42%</td> </tr> </table>				42%
			42%		
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					
Type:	Expenditure - Operational/Maintenance Costs				
Accountability:	Corporate and Community Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$0</td> <td>Budget Expenditure</td> <td>\$11,500</td> </tr> </table>	Budget Revenue	\$0	Budget Expenditure	\$11,500
Budget Revenue	\$0	Budget Expenditure	\$11,500		
Actuals:	<table border="1"> <tr> <td></td> <td></td> <td></td> <td>\$9,866</td> </tr> </table>				\$9,866
			\$9,866		
Percentage of completion:	<table border="1"> <tr> <td></td> <td></td> <td></td> <td>86%</td> </tr> </table>				86%
			86%		
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					
Type:	Expenditure - Operational/Maintenance Costs				
Accountability:	Corporate and Community Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$150</td> <td>Budget Expenditure</td> <td>\$12,000</td> </tr> </table>	Budget Revenue	\$150	Budget Expenditure	\$12,000
Budget Revenue	\$150	Budget Expenditure	\$12,000		
Actuals:	<table border="1"> <tr> <td></td> <td></td> <td></td> <td>\$8,949</td> </tr> </table>				\$8,949
			\$8,949		
Percentage of completion:	<table border="1"> <tr> <td></td> <td></td> <td></td> <td>75%</td> </tr> </table>				75%
			75%		

**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)					
Type:	Revenue & Expenditure - Operating Grants/Funding and Operational Costs				
Accountability:	Corporate and Community Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$20,000</td> <td>Budget Expenditure</td> <td>\$30,120</td> </tr> </table>	Budget Revenue	\$20,000	Budget Expenditure	\$30,120
Budget Revenue	\$20,000	Budget Expenditure	\$30,120		
Actuals:	<table border="1"> <tr> <td></td> <td>\$21,000</td> <td></td> <td>\$14,376</td> </tr> </table>		\$21,000		\$14,376
	\$21,000		\$14,376		
Percentage of completion:	<table border="1"> <tr> <td></td> <td>105%</td> <td></td> <td>48%</td> </tr> </table>		105%		48%
	105%		48%		

**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**

<b>8.1 Support Community Organisations</b>					
<i>Type:</i>	<i>Expenditure - Operational Costs</i>				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$0</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$65,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$65,000</b>
<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$65,000</b>		
<b>Actuals:</b>	<b>\$40,997</b>				
<b>Percentage of completion:</b>	<b>63%</b>				
<b>Description:</b>	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.				
<b>Comments:</b>	This FY to date Council have supported Sedan Dip Sports and Recreation Inc, Dirt & Dust Festival, Julia Creek Turf Club, Saxby Roundup, McKinlay Races & Julia Creek Combined Sporting Association.				
<b>8.2 Community Small Grants Program</b>					
<i>Type:</i>	<i>Expenditure - Operational Costs</i>				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$0</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$20,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$20,000</b>
<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$20,000</b>		
<b>Actuals:</b>	<b>\$3,319</b>				
<b>Percentage of completion:</b>	<b>17%</b>				
<b>Description:</b>	Provide the Community Small Grants round to the Shire Community. Allocation to provide Community Small Grants as per policy and grant guidelines.				
<b>Comments:</b>	McKinlay Shire Cultural Association.				
<b>8.3 Community Donations</b>					
<i>Type:</i>	<i>Expenditure - Operational Costs</i>				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$0</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$20,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$20,000</b>
<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$20,000</b>		
<b>Actuals:</b>	<b>\$6,500</b>				
<b>Percentage of completion:</b>	<b>33%</b>				
<b>Description:</b>	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.				
<b>Comments:</b>	Support provided to the school chaplaincy program.				
<b>8.4 Commonwealth Home Support Program (CHSP) and Meals on Wheels (MOW)</b>					
<i>Type:</i>	<i>Revenue &amp; Expenditure - Operating Grants and Operational/Maintenance Costs</i>				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$258,359</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$316,659</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$258,359</b>	<b>Budget Expenditure</b>	<b>\$316,659</b>
<b>Budget Revenue</b>	<b>\$258,359</b>	<b>Budget Expenditure</b>	<b>\$316,659</b>		
<b>Actuals:</b>	<b>\$29,316</b>	<b>\$138,673</b>			
<b>Percentage of completion:</b>	<b>11%</b>	<b>44%</b>			
<b>Description:</b>	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					
<b>Type:</b>	Revenue & Expenditure - Operating Grants and Operational Costs				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$0</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$10,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$10,000</b>
<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$10,000</b>		
<b>Actuals:</b>	<table border="1"> <tr> <td></td> <td></td> <td></td> <td><b>\$0</b></td> </tr> </table>				<b>\$0</b>
			<b>\$0</b>		
<b>Percentage of completion:</b>	<table border="1"> <tr> <td></td> <td></td> <td></td> <td><b>0%</b></td> </tr> </table>				<b>0%</b>
			<b>0%</b>		
<b>Description:</b>	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.

8.6 Community Health					
<b>Type:</b>	Expenditure - Operational/Maintenance Costs				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$0</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$235,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$235,000</b>
<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$235,000</b>		
<b>Actuals:</b>	<table border="1"> <tr> <td></td> <td></td> <td></td> <td><b>\$167,095</b></td> </tr> </table>				<b>\$167,095</b>
			<b>\$167,095</b>		
<b>Percentage of completion:</b>	<table border="1"> <tr> <td></td> <td></td> <td></td> <td><b>71%</b></td> </tr> </table>				<b>71%</b>
			<b>71%</b>		
<b>Description:</b>	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					
<b>Type:</b>	Revenue & Expenditure - User Fees, Rebates, Funding and Operational/Maintenance Costs				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$320,000</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$400,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$320,000</b>	<b>Budget Expenditure</b>	<b>\$400,000</b>
<b>Budget Revenue</b>	<b>\$320,000</b>	<b>Budget Expenditure</b>	<b>\$400,000</b>		
<b>Actuals:</b>	<table border="1"> <tr> <td></td> <td><b>\$455,848</b></td> <td></td> <td><b>\$416,935</b></td> </tr> </table>		<b>\$455,848</b>		<b>\$416,935</b>
	<b>\$455,848</b>		<b>\$416,935</b>		
<b>Percentage of completion:</b>	<table border="1"> <tr> <td></td> <td><b>142%</b></td> <td></td> <td><b>104%</b></td> </tr> </table>		<b>142%</b>		<b>104%</b>
	<b>142%</b>		<b>104%</b>		
<b>Description:</b>	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					
<b>Type:</b>	Revenue - Capital Grant				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$1,885,000</b></td> <td><b>Budget Expenditure</b></td> <td></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$1,885,000</b>	<b>Budget Expenditure</b>	
<b>Budget Revenue</b>	<b>\$1,885,000</b>	<b>Budget Expenditure</b>			
<b>Actuals:</b>	<table border="1"> <tr> <td></td> <td><b>\$5,390</b></td> <td></td> <td></td> </tr> </table>		<b>\$5,390</b>		
	<b>\$5,390</b>				
<b>Percentage of completion:</b>	<table border="1"> <tr> <td></td> <td><b>0%</b></td> <td></td> <td></td> </tr> </table>		<b>0%</b>		
	<b>0%</b>				

<b>Description:</b>	Administer the RCIF and LRCIP grant for the development of a Community Children's Hub.		
<b>Comments:</b>	Richmond Vanadium donation for drilling holes.		
<b>8.9</b>	<b>Middle School</b>		
<b>Type:</b>	<i>Revenue &amp; Expenditure - User Fees and Operational/Maintenance Costs</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$4,500</b>	<b>Budget Expenditure</b> <b>\$4,250</b>
<b>Actuals:</b>		<b>\$5,000</b>	<b>\$83</b>
<b>Percentage of completion:</b>		<b>111%</b>	<b>2%</b>
<b>Description:</b>	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.		
<b>Comments:</b>	5 students using the facility.		

### Program: 9. Work Program

<b>9.1</b>	<b>Work Program</b>		
<b>Type:</b>	<i>Expenditure - Operational Costs</i>		
<b>Accountability:</b>	Environment and Regulatory Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$36,500</b>
<b>Actuals:</b>			<b>\$38,276</b>
<b>Percentage of completion:</b>			<b>105%</b>
<b>Description:</b>	Maintain Work Program. Provide administrative and financial support to the Work Program through the Community Advisory Committee (CAC).		
<b>Comments:</b>	Work Camp program continues to support the community with approved projects.		

### Program: 10. Sport and Recreation

<b>10.1</b>	<b>McIntyre Park User Contribution and Grant funding</b>		
<b>Type:</b>	<i>Revenue &amp; Expenditure - User Contribution Fees</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$7,500</b>	<b>Budget Expenditure</b> <b>\$0</b>
<b>Actuals:</b>		<b>\$6,000</b>	
<b>Percentage of completion:</b>		<b>80%</b>	
<b>Description:</b>	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.		
<b>Comments:</b>	Users invoiced.		

<b>10.2</b>	<b>McIntyre Park Venue</b>		
<b>Type:</b>	<i>Revenue &amp; Expenditure - User Fees and Operational/Maintenance Costs</i>		
<b>Accountability:</b>	Corporate and Community Services, Environment and Regulatory Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$5,000</b>	<b>Budget Expenditure</b> <b>\$110,000</b>
<b>Actuals:</b>		<b>\$4,647</b>	<b>\$150,143</b>
<b>Percentage of completion:</b>		<b>93%</b>	<b>136%</b>

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

<b>10.3 Kev Bannah Oval Venue</b>					
<b>Type:</b>	Revenue & Expenditure - User Fees and Operational/Maintenance Costs				
<b>Accountability:</b>	Corporate and Community Services, Environment and Regulatory Services				
<b>Budget:</b>	<table border="1" style="width: 100%;"> <tr> <td><b>Budget Revenue</b></td> <td style="text-align: right;"><b>\$2,500</b></td> <td><b>Budget Expenditure</b></td> <td style="text-align: right;"><b>\$112,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$2,500</b>	<b>Budget Expenditure</b>	<b>\$112,000</b>
<b>Budget Revenue</b>	<b>\$2,500</b>	<b>Budget Expenditure</b>	<b>\$112,000</b>		
<b>Actuals:</b>	<table border="1" style="width: 100%;"> <tr> <td></td> <td style="text-align: right;"><b>\$767</b></td> <td></td> <td style="text-align: right;"><b>\$91,677</b></td> </tr> </table>		<b>\$767</b>		<b>\$91,677</b>
	<b>\$767</b>		<b>\$91,677</b>		
<b>Percentage of completion:</b>	<table border="1" style="width: 100%;"> <tr> <td></td> <td style="text-align: right;"><b>31%</b></td> <td></td> <td style="text-align: right;"><b>82%</b></td> </tr> </table>		<b>31%</b>		<b>82%</b>
	<b>31%</b>		<b>82%</b>		
<b>Description:</b>	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.				
<b>Comments:</b>	Revenue collected in accordance with Fees & Charges schedule. General maintenance of facility and operational costs (electricity, rates and insurance) met.				

<b>10.4 Burke St Recreational / Events Venue</b>					
<b>Type:</b>	Revenue & Expenditure - Venue Hire Fees and Operational/Maintenance Costs				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<table border="1" style="width: 100%;"> <tr> <td><b>Budget Revenue</b></td> <td style="text-align: right;"><b>\$500</b></td> <td><b>Budget Expenditure</b></td> <td style="text-align: right;"><b>\$15,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$500</b>	<b>Budget Expenditure</b>	<b>\$15,000</b>
<b>Budget Revenue</b>	<b>\$500</b>	<b>Budget Expenditure</b>	<b>\$15,000</b>		
<b>Actuals:</b>	<table border="1" style="width: 100%;"> <tr> <td></td> <td style="text-align: right;"><b>\$105</b></td> <td></td> <td style="text-align: right;"><b>\$18,831</b></td> </tr> </table>		<b>\$105</b>		<b>\$18,831</b>
	<b>\$105</b>		<b>\$18,831</b>		
<b>Percentage of completion:</b>	<table border="1" style="width: 100%;"> <tr> <td></td> <td style="text-align: right;"><b>21%</b></td> <td></td> <td style="text-align: right;"><b>126%</b></td> </tr> </table>		<b>21%</b>		<b>126%</b>
	<b>21%</b>		<b>126%</b>		
<b>Description:</b>	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.				
<b>Comments:</b>	Revenue collected in accordance with Fees & Charges schedule. Unbudgeted works for irrigation put the budget over.				

<b>10.5 Julia Creek Sporting Precinct Venue</b>					
<b>Type:</b>	Revenue & Expenditure - User Fees and Operational/Maintenance Costs				
<b>Accountability:</b>	Corporate and Community Services, Environment and Regulatory Services				
<b>Budget:</b>	<table border="1" style="width: 100%;"> <tr> <td><b>Budget Revenue</b></td> <td style="text-align: right;"><b>\$25,000</b></td> <td><b>Budget Expenditure</b></td> <td style="text-align: right;"><b>\$57,500</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$25,000</b>	<b>Budget Expenditure</b>	<b>\$57,500</b>
<b>Budget Revenue</b>	<b>\$25,000</b>	<b>Budget Expenditure</b>	<b>\$57,500</b>		
<b>Actuals:</b>	<table border="1" style="width: 100%;"> <tr> <td></td> <td style="text-align: right;"><b>\$25,798</b></td> <td></td> <td style="text-align: right;"><b>\$58,739</b></td> </tr> </table>		<b>\$25,798</b>		<b>\$58,739</b>
	<b>\$25,798</b>		<b>\$58,739</b>		
<b>Percentage of completion:</b>	<table border="1" style="width: 100%;"> <tr> <td></td> <td style="text-align: right;"><b>103%</b></td> <td></td> <td style="text-align: right;"><b>102%</b></td> </tr> </table>		<b>103%</b>		<b>102%</b>
	<b>103%</b>		<b>102%</b>		
<b>Description:</b>	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.				
<b>Comments:</b>	Gym fees collected and general operational costs.				

10.6 Sport and Recreation					
<b>Type:</b>	Revenue & Expenditure - User Fees and Operational Costs				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$2,000</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$80,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$2,000</b>	<b>Budget Expenditure</b>	<b>\$80,000</b>
<b>Budget Revenue</b>	<b>\$2,000</b>	<b>Budget Expenditure</b>	<b>\$80,000</b>		
<b>Actuals:</b>	<table border="1"> <tr> <td></td> <td><b>\$0</b></td> <td></td> <td><b>\$75,942</b></td> </tr> </table>		<b>\$0</b>		<b>\$75,942</b>
	<b>\$0</b>		<b>\$75,942</b>		
<b>Percentage of completion:</b>	<table border="1"> <tr> <td></td> <td><b>0%</b></td> <td></td> <td><b>95%</b></td> </tr> </table>		<b>0%</b>		<b>95%</b>
	<b>0%</b>		<b>95%</b>		
<b>Description:</b>	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.				
<b>Comments:</b>	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					
<b>Type:</b>	Expenditure - Operational/Maintenance Costs				
<b>Accountability:</b>	Engineering & Works				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$500</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$540,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$500</b>	<b>Budget Expenditure</b>	<b>\$540,000</b>
<b>Budget Revenue</b>	<b>\$500</b>	<b>Budget Expenditure</b>	<b>\$540,000</b>		
<b>Actuals:</b>	<table border="1"> <tr> <td></td> <td><b>\$0</b></td> <td></td> <td><b>\$510,901</b></td> </tr> </table>		<b>\$0</b>		<b>\$510,901</b>
	<b>\$0</b>		<b>\$510,901</b>		
<b>Percentage of completion:</b>	<table border="1"> <tr> <td></td> <td><b>0%</b></td> <td></td> <td><b>95%</b></td> </tr> </table>		<b>0%</b>		<b>95%</b>
	<b>0%</b>		<b>95%</b>		
<b>Description:</b>	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.				
<b>Comments:</b>	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					
<b>Type:</b>	Revenue & Expenditure - User Fees and Operational/Maintenance Costs				
<b>Accountability:</b>	Corporate and Community Services, Environment and Regulatory Services				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$4,000</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$123,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$4,000</b>	<b>Budget Expenditure</b>	<b>\$123,000</b>
<b>Budget Revenue</b>	<b>\$4,000</b>	<b>Budget Expenditure</b>	<b>\$123,000</b>		
<b>Actuals:</b>	<table border="1"> <tr> <td></td> <td><b>\$3,342</b></td> <td></td> <td><b>\$99,911</b></td> </tr> </table>		<b>\$3,342</b>		<b>\$99,911</b>
	<b>\$3,342</b>		<b>\$99,911</b>		
<b>Percentage of completion:</b>	<table border="1"> <tr> <td></td> <td><b>84%</b></td> <td></td> <td><b>81%</b></td> </tr> </table>		<b>84%</b>		<b>81%</b>
	<b>84%</b>		<b>81%</b>		
<b>Description:</b>	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.				
<b>Comments:</b>	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:	Expenditure - Operational/Maintenance Costs				
Accountability:	Corporate and Community Services, Environment and Regulatory Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$0</td> <td>Budget Expenditure</td> <td>\$55,000</td> </tr> </table>	Budget Revenue	\$0	Budget Expenditure	\$55,000
Budget Revenue	\$0	Budget Expenditure	\$55,000		
Actuals:	<table border="1"> <tr> <td></td> <td></td> <td></td> <td>\$35,084</td> </tr> </table>				\$35,084
			\$35,084		
Percentage of completion:	64%				
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 year.				

## Program: 14. Swimming Pool

14.1 Julia Creek Swimming Pool					
Type:	Expenditure - Operational/Maintenance Costs				
Accountability:	Environment and Regulatory Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$0</td> <td>Budget Expenditure</td> <td>\$302,000</td> </tr> </table>	Budget Revenue	\$0	Budget Expenditure	\$302,000
Budget Revenue	\$0	Budget Expenditure	\$302,000		
Actuals:	<table border="1"> <tr> <td></td> <td></td> <td></td> <td>\$259,113</td> </tr> </table>				\$259,113
			\$259,113		
Percentage of completion:	86%				
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:	Revenue & Expenditure - Rental Income and Operational/Maintenance Costs				
Accountability:	Corporate and Community Services, Environment and Regulatory Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$157,000</td> <td>Budget Expenditure</td> <td>\$360,000</td> </tr> </table>	Budget Revenue	\$157,000	Budget Expenditure	\$360,000
Budget Revenue	\$157,000	Budget Expenditure	\$360,000		
Actuals:	<table border="1"> <tr> <td></td> <td>\$173,670</td> <td></td> <td>\$274,070</td> </tr> </table>		\$173,670		\$274,070
	\$173,670		\$274,070		
Percentage of completion:	111% 76%				
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:	Revenue- Capital Funding				
Accountability:	Corporate and Community Services, Environment and Regulatory Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$590,000</td> <td>Budget Expenditure</td> <td>\$0</td> </tr> </table>	Budget Revenue	\$590,000	Budget Expenditure	\$0
Budget Revenue	\$590,000	Budget Expenditure	\$0		
Actuals:	<table border="1"> <tr> <td></td> <td>\$18,786</td> <td></td> <td></td> </tr> </table>		\$18,786		
	\$18,786				
Percentage of completion:	3%				

<b>Description:</b>	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.
<b>Comments:</b>	Initial payment from NWMP made upon signing of funding agreement.

<b>15.3 FR Bill Bussutin Community Centre</b>					
<i>Type:</i>	<i>Revenue &amp; Expenditure - User Fees and Operational/Maintenance Costs</i>				
<b>Accountability:</b>	Corporate and Community Services, Environment and Regulatory Services				
<b>Budget:</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"><b>Budget Revenue</b></td> <td style="text-align: right;"><b>\$3,000</b></td> <td style="width: 50%;"><b>Budget Expenditure</b></td> <td style="text-align: right;"><b>\$0</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$3,000</b>	<b>Budget Expenditure</b>	<b>\$0</b>
<b>Budget Revenue</b>	<b>\$3,000</b>	<b>Budget Expenditure</b>	<b>\$0</b>		
<b>Actuals:</b>	<b>\$5,950</b>				
<b>Percentage of completion:</b>	<b>198%</b>				
<b>Description:</b>	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.				
<b>Comments:</b>	Increased hire of facility.				

<b>15.4 FR Bill Bussutin Centre Senior Living</b>					
<i>Type:</i>	<i>Revenue &amp; Expenditure - Rental Income and Operational/Maintenance Costs</i>				
<b>Accountability:</b>	Corporate and Community Services, Environment and Regulatory Services				
<b>Budget:</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"><b>Budget Revenue</b></td> <td style="text-align: right;"><b>\$42,000</b></td> <td style="width: 50%;"><b>Budget Expenditure</b></td> <td style="text-align: right;"><b>\$110,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$42,000</b>	<b>Budget Expenditure</b>	<b>\$110,000</b>
<b>Budget Revenue</b>	<b>\$42,000</b>	<b>Budget Expenditure</b>	<b>\$110,000</b>		
<b>Actuals:</b>	<b>\$43,420</b>				
<b>Percentage of completion:</b>	<b>103%</b>				
<b>Description:</b>	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.				
<b>Comments:</b>	Rent collected in accordance with lease agreements.				

# Health Safety & Development

Corporate Plan Program & Strategies: Environment & Regulatory Services

## Program: 1. Disaster Management

<b>1.1</b>	<b>Local Disaster Management Group and State Emergency Services (SES)</b>			
<b>Type:</b>	Revenue & Expenditure - Grant and Operational Costs			
<b>Accountability:</b>	Environmental and Regulatory Services			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$27,348</b>	<b>Budget Expenditure</b>	<b>\$30,600</b>
<b>Actuals:</b>		<b>\$27,369</b>		<b>\$78,036</b>
<b>Percentage of completion:</b>		<b>100%</b>		<b>255%</b>

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.

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

**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

<b>2.1</b>	<b>Community Environmental Health &amp; Safety Program</b>			
<b>Type:</b>	Revenue & Expenditure - User Fees and Operational/Maintenance Costs			
<b>Accountability:</b>	Environmental and Regulatory Services			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$3,300</b>	<b>Budget Expenditure</b>	<b>\$170,000</b>
<b>Actuals:</b>		<b>\$2,582</b>		<b>\$138,836</b>
<b>Percentage of completion:</b>		<b>78%</b>		<b>82%</b>

**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

<b>3.1</b>	<b>Local Law Enforcement</b>			
<i>Type:</i>	<i>Revenue &amp; Expenditure - Fees, Charges and Operational/Maintenance Costs</i>			
<b>Accountability:</b>	Environmental and Regulatory Services			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$21,200</b>	<b>Budget Expenditure</b>	<b>\$140,000</b>
<b>Actuals:</b>		<b>\$24,120</b>		<b>\$94,750</b>
<b>Percentage of completion:</b>		<b>114%</b>		<b>68%</b>
<b>Description:</b>	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

<b>4.1</b>	<b>Town Planning</b>			
<i>Type:</i>	<i>Revenue &amp; Expenditure - Fees, Charges and Operational/Maintenance Costs</i>			
<b>Accountability:</b>	Environmental and Regulatory Services			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$6,000</b>	<b>Budget Expenditure</b>	<b>\$60,000</b>
<b>Actuals:</b>		<b>\$12,377</b>		<b>\$37,699</b>
<b>Percentage of completion:</b>		<b>206%</b>		<b>63%</b>
<b>Description:</b>	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													
<b>Type:</b>	Revenue & Expenditure - Utility Charges and Operational/Maintenance Costs												
<b>Accountability:</b>	Environmental and Regulatory Services												
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$120,850</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$90,000</b></td> </tr> <tr> <td><b>Actuals:</b></td> <td><b>\$122,354</b></td> <td></td> <td><b>\$100,311</b></td> </tr> <tr> <td><b>Percentage of completion:</b></td> <td><b>101%</b></td> <td></td> <td><b>111%</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$120,850</b>	<b>Budget Expenditure</b>	<b>\$90,000</b>	<b>Actuals:</b>	<b>\$122,354</b>		<b>\$100,311</b>	<b>Percentage of completion:</b>	<b>101%</b>		<b>111%</b>
<b>Budget Revenue</b>	<b>\$120,850</b>	<b>Budget Expenditure</b>	<b>\$90,000</b>										
<b>Actuals:</b>	<b>\$122,354</b>		<b>\$100,311</b>										
<b>Percentage of completion:</b>	<b>101%</b>		<b>111%</b>										
<b>Strategy:</b>	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.												
<b>Comments:</b>	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													
<b>Type:</b>	Revenue & Expenditure - Utility Charges and Operational/Maintenance Costs												
<b>Accountability:</b>	Environmental and Regulatory Services												
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$47,116</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$100,000</b></td> </tr> <tr> <td><b>Actuals:</b></td> <td><b>\$48,504</b></td> <td></td> <td><b>\$100,214</b></td> </tr> <tr> <td><b>Percentage of completion:</b></td> <td><b>103%</b></td> <td></td> <td><b>100%</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$47,116</b>	<b>Budget Expenditure</b>	<b>\$100,000</b>	<b>Actuals:</b>	<b>\$48,504</b>		<b>\$100,214</b>	<b>Percentage of completion:</b>	<b>103%</b>		<b>100%</b>
<b>Budget Revenue</b>	<b>\$47,116</b>	<b>Budget Expenditure</b>	<b>\$100,000</b>										
<b>Actuals:</b>	<b>\$48,504</b>		<b>\$100,214</b>										
<b>Percentage of completion:</b>	<b>103%</b>		<b>100%</b>										
<b>Strategy:</b>	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.												
<b>Comments:</b>	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													
<b>Type:</b>	Expenditure - Operational Costs												
<b>Accountability:</b>	Environmental and Regulatory Services												
<b>Budget:</b>	<table border="1"> <tr> <td></td> <td></td> <td><b>Budget Expenditure</b></td> <td><b>\$8,000</b></td> </tr> <tr> <td><b>Actuals:</b></td> <td></td> <td></td> <td><b>\$20,474</b></td> </tr> <tr> <td><b>Percentage of completion:</b></td> <td></td> <td></td> <td><b>256%</b></td> </tr> </table>			<b>Budget Expenditure</b>	<b>\$8,000</b>	<b>Actuals:</b>			<b>\$20,474</b>	<b>Percentage of completion:</b>			<b>256%</b>
		<b>Budget Expenditure</b>	<b>\$8,000</b>										
<b>Actuals:</b>			<b>\$20,474</b>										
<b>Percentage of completion:</b>			<b>256%</b>										
<b>Strategy:</b>	Provide an annual clean up program to the shire residents to assist in beautification of townships.												
<b>Comments:</b>	Township clean up being carried out on an ongoing basis.												

## Program: 2. Pest Plant and Animal Control

2.1 Truck Washdown Bay									
<b>Type:</b>	Revenue - User Fees								
<b>Accountability:</b>	Environmental and Regulatory Services								
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$23,000</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$0</b></td> </tr> <tr> <td><b>Actuals:</b></td> <td><b>\$28,034</b></td> <td></td> <td></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$23,000</b>	<b>Budget Expenditure</b>	<b>\$0</b>	<b>Actuals:</b>	<b>\$28,034</b>		
<b>Budget Revenue</b>	<b>\$23,000</b>	<b>Budget Expenditure</b>	<b>\$0</b>						
<b>Actuals:</b>	<b>\$28,034</b>								

<b>Percentage of completion:</b>	<b>122%</b>
<b>Strategy:</b>	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.
<b>Comments:</b>	Truckwash fees continued to be collected with the assistance of Avdata.

<b>2.2</b>	<b>Dingo Baits</b>
<b>Type:</b>	Revenue - User Fees
<b>Accountability:</b>	Environmental and Regulatory Services
<b>Budget:</b>	<b>Budget Revenue</b> \$4,000 <b>Budget Expenditure</b> \$0
<b>Actuals:</b>	\$6,298
<b>Percentage of completion:</b>	<b>157%</b>
<b>Strategy:</b>	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.
<b>Comments:</b>	Dingo factory baits provided to land owners as requested and charged accordingly.

<b>2.3</b>	<b>Pest Plant Control Program</b>
<b>Type:</b>	Revenue & Expenditure - Funding and Operational/Maintenance Costs
<b>Accountability:</b>	Environmental and Regulatory Services
<b>Budget:</b>	<b>Budget Revenue</b> \$0 <b>Budget Expenditure</b> \$170,000
<b>Actuals:</b>	\$145,072
<b>Percentage of completion:</b>	<b>85%</b>
<b>Strategy:</b>	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.
<b>Comments:</b>	Routine pest plant control undertaken year to date.

<b>2.4</b>	<b>Pest Animal Control Program</b>
<b>Type:</b>	Revenue & Expenditure - Funding and Operational/Maintenance Costs
<b>Accountability:</b>	Environmental and Regulatory Services
<b>Budget:</b>	<b>Budget Revenue</b> \$65,172 <b>Budget Expenditure</b> \$100,000
<b>Actuals:</b>	\$65,139
<b>Percentage of completion:</b>	<b>100%</b>
<b>Strategy:</b>	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

<b>Comments:</b>	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					
<b>Type:</b>	Revenue & Expenditure - User/Lease Fees and Operational/Maintenance Costs				
<b>Accountability:</b>	Environmental and Regulatory Services				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$287,400</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$140,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$287,400</b>	<b>Budget Expenditure</b>	<b>\$140,000</b>
<b>Budget Revenue</b>	<b>\$287,400</b>	<b>Budget Expenditure</b>	<b>\$140,000</b>		
<b>Actuals:</b>	<table border="1"> <tr> <td></td> <td><b>\$295,001</b></td> <td></td> <td><b>\$148,594</b></td> </tr> </table>		<b>\$295,001</b>		<b>\$148,594</b>
	<b>\$295,001</b>		<b>\$148,594</b>		
<b>Percentage of completion:</b>	<table border="1"> <tr> <td></td> <td><b>103%</b></td> <td></td> <td><b>106%</b></td> </tr> </table>		<b>103%</b>		<b>106%</b>
	<b>103%</b>		<b>106%</b>		
<b>Strategy:</b>	<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					
<b>Type:</b>	Expenditure - Operational Costs				
<b>Accountability:</b>	Environmental and Regulatory Services				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$0</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$18,212</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$18,212</b>
<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$18,212</b>		
<b>Actuals:</b>	<table border="1"> <tr> <td></td> <td></td> <td></td> <td><b>\$17,782</b></td> </tr> </table>				<b>\$17,782</b>
			<b>\$17,782</b>		
<b>Percentage of completion:</b>	<table border="1"> <tr> <td></td> <td></td> <td></td> <td><b>98%</b></td> </tr> </table>				<b>98%</b>
			<b>98%</b>		
<b>Strategy:</b>	Contribution to the Department of Agriculture, Fisheries and Forestry for weed and pest management.				
<b>Comments:</b>	Annual contribution paid.				



## **9.0 CHIEF EXECUTIVE OFFICER**

---





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

**Attachments:** NIL

**Author:** CEO

**Date:** 13<sup>th</sup> November 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 11<sup>th</sup> September 2024 except where amended or varied by separate resolution of Council.*

---

**1. Meetings with External Organizations in November**

The Mayor and CEO attended the virtual NWQROC meeting on 1<sup>st</sup> November and the AGM of MITEZ on 7<sup>th</sup> November. The Mayor and CEO met with representatives from NEMA and QRA to discuss emergency management arrangements and met with representatives from Jet Zero to discuss their Sustainable Aviation Fuel project. The Mayor and CEO and Cr Spreadborough met with the CEO of HIPCO and also Gulf Cotton Representatives to discuss the north west water alliance project.

**Recommendation:**

For Council Information

**2. HIPCO Project**

The Mayor, Cr Spreadborough and the CEO met with the CEO of HIPCO and representatives from Gulf Cotton to discuss the HIPCO and more broader Flinders River water projects. The representatives from Gulf Cotton asked some very enlightening questions about the HIPCO project and other potential water projects based on the Flinders River. There is a working group being formed to progress the identification of potential water projects on the Flinders River. The group includes Flinders Shire, Richmond Shire and HIPCO. It is recommended Council agree in principle to participate in the working group, with the CEO delegated authority to work with the group on the terms of reference and memorandum of understanding.

**Recommendation:**

*Council agrees in principle to participate in the working group of HIPCO, Flinders Shire and Richmond Shire and delegate the CEO authority to work with the group on the terms of reference and memorandum of understanding.*



### **3. Critical Minerals Queensland Roundtable in Cloncurry**

The Critical Minerals Queensland department is holding their next roundtable in Cloncurry on 26<sup>th</sup> November. It is recommended that Cr. Fegan and Cr. Spreadborough attend the roundtable and future roundtables.

#### **Recommendation:**

*Council approves the attendance of Cr. Fegan and Cr. Spreadborough to the Critical Minerals Queensland roundtable in Cloncurry on 26 November and future roundtables.*

### **4. Celebration for Bob Katter's 50 Years Political Life**

The Mayor, Cr. Fegan has been invited to attend the celebration of 50 years of Bob Katter's Political Life, to be held in Charters Towers on Saturday 7<sup>th</sup> December.

#### **Recommendation:**

*Council approves the attendance of Cr. Fegan at the celebration for Bob Katter's 50 years of political life in Charters Towers on Saturday 7<sup>th</sup> December.*

### **5. Outback Futures Allied Health Service**

McKinlay Shire Council and Outback Futures have partnered to provide allied health services to the McKinlay Shire community during 2024. The partnership allowed 390 allied health appointments to 78 individual clients for a \$20 fee. The cost to council for this service was approximately \$100,000 which was substantially funded by grants. The Outback Futures model provides 4 community visits during the year and telehealth services at other times. Outback Futures has proposed to try and provide services in Richmond Shire and Flinders Shire (in addition to McKinlay Shire) to reduce the cost of the 4 community visits per year. The negotiations for providing services in other Shires is continuing but will not likely be complete prior to the start of 2025.

It is recommended that McKinlay Shire Council enter into an agreement with Outback Futures for the continued provision of allied health services in 2025 and provide funding of up to \$100,000 for this to occur. The mayor has written to several key stakeholders seeking financial support to provide this service. If the financial support is not provided the funding from the CopperString Workcamp Lease could be used to fund the project.

#### **Recommendation:**

*Council approves the CEO to enter into an agreement with Outback Futures to provide allied health services to McKinlay Shire residents for 2025 for a budgeted amount of up to \$100,000.*



## **6. Critical Minerals Queensland Advancing Community Legacy Workshop**

The Critical Minerals Queensland department is holding an Advancing community legacy projects in CM zones workshop in Townsville on 4<sup>th</sup> December. It is recommended that Cr. Fegan attend the workshop.

### **Recommendation:**

*Council approves the attendance of Cr. Fegan to the Critical Minerals Queensland workshop in Townsville on 4<sup>th</sup> December.*

## **7. December Council Meeting**

The December Council Meeting is scheduled for 3<sup>rd</sup> December. The Mayor and CEO are required to travel to Townsville for a Critical Minerals Workshop on this day. It is recommended that the December Meeting of Council be rescheduled to 10<sup>th</sup> December.

### **Recommendation:**

*Council approves rescheduling of the December Council Meeting from 3<sup>rd</sup> December to the 10<sup>th</sup> December.*

### **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:** 126405



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

---



Ordinary Meeting of Council Tuesday, 19<sup>th</sup> of November 2024

**10.1 Subject:** WHS Report –November 2024

**Attachments:** Nil

**Author:** WHS Officer

**Date:** 19 November 2024

---

**Executive Summary:**

This report outlines the general status of Work Health and Safety at McKinlay Shire Council for the period of October 2024.

**Recommendation:**

*That Council receives the November 2024 WHS Report.*

---

**Background:**

This report outlines the general status of Work Health and Safety at McKinlay Shire Council for the period of October 2024.

**Consultation:** (internal/External)

Nil

**Legal Implications:**

Nil

**Policy Implications:**

Nil

**Financial and Resource Implications:**

As provided in the report.

**InfoXpert Document ID:**



Ordinary Meeting of Council Tuesday, 19<sup>th</sup> of November 2024

		Actual	Budget
3700	Workplace Health and Safety	\$134,083	\$250,000

- Handled all current LGW claims and lodged new claims
  - Have completed (0) new Employee or Contractor inductions
  - Continued setting the Management system up to comply with the structure Element 1 to 5 (National self – insurer OHS management system)
  - WHS Officer is currently working 3 x ½ days per week.
  - Visit from PDM and LGW
- 
- **LGW WorkCare** There has been a total of 3 Claims the year with a total amount incurred of \$482.00
  - **Incidents** in October there have been a total of (0) new incident for the month.



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2024

## 11. GENERAL BUSINESS



**11. CLOSE**