

# Ordinary Meeting Agenda

## PUBLIC

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

Tuesday 28<sup>th</sup> January 2020, 9:00am

Notice is hereby given that an Ordinary Meeting will be held at the Council Chambers,  
Civic Centre, Julia Creek on 28<sup>th</sup> January 2020 at 9:00am.

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## **1. OPENING BUSINESS**

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

## **2. ATTENDANCE**

Mayor: Cr. B Murphy

Members: Cr. N Walker, Cr. S Royes, Cr. P Curr, Cr. J Fegan

### Staff:

Chief Executive Officer, Mr. Des Niesler

Interim Chief Executive Officer, Mrs. Edwina Marks

Director Engineering, Environment and Regulatory Services, Mr. David McKinley

Interim Director of Corporate and Community Services, Mr. John Kelly

Executive Assistant, Ms. Maggie Rudolph

Other people in attendance:

Apologies:

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

Nil

### **3.1 APPOINTMENT OF CEO**

That the appointment of the CEO be resolved by Council.



## **2.1 APPOINTMENT OF CEO**

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Ordinary Meeting of Council Tuesday, 28<sup>th</sup> January 2020

## **CONFIDENTIAL**

**2.1 Subject:** Appointment of Chief Executive Officer

**Attachments:** Nil

**Author:** Executive Assistant

**Date:** 22<sup>nd</sup> January 2020

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### **Confidentiality:**

This report is CONFIDENTIAL in accordance with *Section 275 1 (a) of the Local Government Regulation 2012*, which provides for a local government to resolve that a meeting be closed to the public if its Councillor's consider it necessary to discuss *(a) the appointment, dismissal or discipline of employees;*

### **Executive Summary:**

Mr Des Niesler has submitted his resignation as Chief Executive Officer for McKinlay Shire Council. Local Government Appointments has provided Dr Edwina Marks as an interim CEO for the Council. This report is to obtain official appointment for Dr Edwina Marks, in accordance with *Section 195 (a) of the Local Government Act 2009*, which states *A local government may appoint a qualified person to act as the chief executive officer during (a) any vacancy, or all vacancies, in the position;*

### **Recommendation:**

*That Council accepts the resignation of Des Niesler from the position of CEO of McKinlay Shire Council, effective from 9:00am, 28 January 2020, and endorses Dr Edwina Marks as acting CEO along with the subsequent CEO delegations, in accordance with Section 195 (a) of the Local Government Act 2009, as at 28 January 2020.*

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### **Background:**

Nil

### **Comments:**

Note that this finishes up Des Niesler's third time working for McKinlay Shire Council.

### **Consultation:**

Chief Executive Officer

### **Legislative:**

Local Government Regulation 2012

Local Government Act 2009

### **Policy Implications:**

Nil

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

Nil

### **InfoXpert Document ID:**

109843

**4. CONFIRMATION OF MINUTES**

That the Minutes of the December Ordinary Meeting on 10<sup>th</sup> December 2019 be confirmed.



# MCKINLAY SHIRE COUNCIL

## ***CONFIRMED MINUTES***

OF THE

## **ORDINARY MEETING OF COUNCIL**

HELD AT THE

BOARDROOM, CIVIC CENTRE  
JULIA CREEK

**10<sup>th</sup> December 2019**

## **ORDER OF BUSINESS**

1. Opening
2. Attendance
3. Declaration of Conflict of Interest
4. Confirmation of Minutes
- 4.2 Business Arising out of minutes of previous Meeting

### **5. ENGINEERING SERVICES**

- 5.1 Engineering Works Monthly Report
- 5.2 Additional R2R Funding Allocation
- 5.3 Julia Creek Precinct Fit Out
- 5.4 CONFIDENTIAL – New Council Accommodation Expenditure

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

- 6.1 Environmental & Regulatory Services Monthly Report
- 6.2 Application for Renewal of TL0-216553 Lot 7 SX19
- 6.3 LATE CONFIDENTIAL – T1819005 JC Artesian Bath Houses - Latent Conditions

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

- 7.1 Community Services Monthly Report
- 7.2 Bush Dinner Policy
- 7.3 Smart Hub Update – HVAC Replacement Options
- 7.4 RADF Round 1 2019-20
- 7.5 JC ELC Fees Proposal 2020
- 7.6 LATE CONFIDENTIAL – Design Phase of Community Children's Hub

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

- 8.1 Corporate Services Monthly Report

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

- 9.1 CONFIDENTIAL – T1819005 – CEO Confirmation
- 9.2 Council Meeting Dates 2020
- 9.3 LATE CONFIDENTIAL – T1920018 Sale of Vacant Lots

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

- 10.1 Workplace Health and Safety Monthly Report

### **11. MEMBERS BUSINESS**

### **12. CLOSE**

**1. OPENING BUSINESS** ▲

All Councillors having signed the Attendance Book, Mayor Belinda Murphy declared the meeting open at 11:05am.

**2. ATTENDANCE** ▲

**Mayor:** Cr. B Murphy

**Members:** Cr. N Walker, Cr. S Royes, Cr. Janene Fegan, Cr. P Curr

**Staff:**

Chief Executive Officer, Mr. Des Niesler

Director of Engineering, Environment and Regulatory Services, Mr. David McKinley

Director of Corporate & Community Services, Ms. Tenneil Cody

Executive Assistant, Ms. Maggie Rudolph

**Other people in attendance:**

Nil

**Apologies:****3. DECLARATION OF CONFLICT OF INTEREST** ▲**Cr. J Fegan**

1. I declare that I have a Conflict of Interest with respect to agenda item 7.4 as defined by section 175D of the Local Government Act 2009 as follows:

- a) I have an interest because I am a member of the Julia Creek Turf Club, relating to item 7.4 RADF Round 1.

I will be dealing with this Declared Conflict of Interest by leaving the meeting while the matter is discussed and voted on.

**Declared during the meeting:****Cr. J Fegan**

2. I declare that I have a Material Personal Interest with respect to late agenda item 9.3 as defined by *section 175B of the Local Government Act 2009* as follows:

- a) My sons Jesse and Riley Fegan would stand to gain a benefit or suffer a loss depending on the outcome of Council's consideration of this matter.
- b) The gain or loss is due to Jesse and Riley Fegan having submitted tenders for the Sale of Vacant Land regarding late agenda item 9.3.
- c) My relationship with Jesse and Riley Fegan is that they are my sons.

I will be dealing with the Material Personal Interest by leaving the meeting while the matters are discussed and voted on.

**Declared during the meeting:****Cr. P Curr**

1. I declare that I have a Material Personal Interest with respect to late agenda item 9.3 as defined by *section 175B of the Local Government Act 2009* as follows:



- a) My sister-in-law Shelley Curr would stand to gain a benefit or suffer a loss depending on the outcome of Council's consideration of this matter.
- b) The gain or loss is due to Shelley Curr having submitted tenders for the Sale of Vacant Land regarding late agenda item 9.3.
- c) My relationship with Shelley Curr is that she is my sister-in-law.

I will be dealing with the material Personal Interest by leaving the meeting while the matters are discussed and voted on.

#### 4. CONFIRMATION OF MINUTES ▲

Confirmation of Minutes of the Ordinary Meeting of Council held on 19<sup>th</sup> November 2019.

##### **RECOMMENDATION**

That the Minutes of the Ordinary Meeting of Council held on 19<sup>th</sup> November 2019 be confirmed.

##### **Resolution No. 127/1920**

The Minutes of the Ordinary Meeting of Council held on 19<sup>th</sup> November 2019 are confirmed.

Moved Cr. J. Fegan

Seconded Cr. S Royes

CARRIED 5/0

#### 4.2 BUSINESS ARISING FROM PREVIOUS MINUTES ▲

Nil

#### 5. ENGINEERING SERVICES ▲

**Attendance** – CEO Des Niesler left the meeting room at 11:15am.

**Attendance** – CEO Des Niesler re-entered the meeting room at 11:18am.

**Attendance** – Cr. J Fegan left the meeting room at 11:19am, having declared a Material Personal Interest in the discussion regarding item 5.1 Engineering Works Report

**Attendance** – CEO Des Niesler left the meeting room at 11:15am.

**Attendance** – CEO Des Niesler re-entered the meeting room at 11:18am.

**Attendance** – Executive Assistant, Maggie Rudolph left and re-entered the meeting room at 11:23am.

**Attendance** – Cr J Fegan re-entered the meeting room at 11:24am.

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

Council is presented with the Engineering Works Report, which outlines the general activities, revenue and expenditure for the department for the period of November 2019.

##### **RECOMMENDATION**

That Council receives the October 2019 Engineering Works Report.

**Resolution No. 128/1920**

Council receives the November 2019 Engineering Works Report.

Moved Cr. P Curr

Seconded Cr. N Walker

CARRIED 5/0

**5.2 Additional R2R Funding Allocation 2019/20**

Recently, Council was approached and advised by Federal funding body Roads to Recovery (R2R) that the allocations for 2019/20 & 2020/21 have been increased from \$700,484 to \$1,050,726.00.

Engineering Services will present 3 Road project options (with recommendations) within Julia Creek Town Site, for Elected Members to select from. See ***Options for Council to Consider***.

Given the recent injection of flood damage and betterment monies to Shire Roads, this report considers Julia Creek Town Site infrastructure.

**RECOMMENDATION**

That Council resolves to undertake

- (a) the replacement or refurbishment of the existing inlet grate/kerb side entries throughout Julia Creek as necessary; and
  - (b) the resealing of Shaw, Coyne and Byrne Streets,
- with the additional allocation of Roads to Recovery (R2R) Funding.

**Resolution No. 129/1920**

That Council resolves to undertake

- (a) to endorse the replacement or refurbishment of the existing inlet grate/kerb side entries throughout Julia Creek as necessary, pending confirmation of eligibility for R2R; and
- (b) to defer any decision on the resealing of Shaw, Coyne and Byrne Streets, until a four-year plan of R2R expenditure is presented to Council in the new year.

Moved Cr. J Fegan

Seconded Cr. P Curr

CARRIED 5/0

**5.3 Julia Creek Community Precinct Fit Out Project Scope**

To date Council is approximately 6k under budget and works for the fit out is almost complete. The Community has requested that the onsite containerized refrigerator room be attached to the recently fitted out shed. The exact works involved amount to an estimated 77k.

**RECOMMENDATION**

That Council resolve to allocate reserve monies to cover the additional unapproved proposed expenditure that will allow the final phase of the Julia Creek Community Precinct Fit Out – the attachment of the onsite containerized refrigerator room – amount 77k.

**Resolution No. 130/1920**

Council resolve to allocate up to \$55,000 from the South32 Cannington Contribution to complete the final phase of the Julia Creek Community Precinct Fit Out.

Moved Cr. N Walker

Seconded Cr. P Curr

CARRIED 5/0

**5.4 CONFIDENTIAL - New Council Accommodation Expenditure**

This report is CONFIDENTIAL in accordance with *Section 275 1(c)* of the *Local Government Regulation 2012*, which provides for a local government to resolve that a meeting be closed to the public if its Councillors consider it necessary to discuss *(c) the local government's budget*.

**PROCEDURAL MOTION**

That the meeting be closed to the public in accordance with *Section 275 (1) (c)* of the *Local Government Regulation 2012*.

**Resolution No. 131/1920**

Council resolves to close the meeting to the public in accordance with *Section 275 (1) (c)* of the *Local Government Regulation 2012*.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

**Attendance** – CEO Des Niesler left the meeting room at 12:43pm.

**Attendance** – CEO Des Niesler re-entered the meeting room at 12:45pm.

**Attendance** – Cr P Curr left the meeting room at 12:50pm.

**Attendance** – Cr P Curr re-entered the meeting room at 12:51pm.

**RECOMMENDATION**

That Council resolves to allocate monies from the reserves to cover tail works expenditure both completed and outstanding to bring the Council owned new Netterfield Street and Shaw Street accommodation projects to finality.

The amount needed *excl. GST* is **\$288,615.33**

**PROCEDURAL MOTION****Resolution No. 132/1920**

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

Moved Cr. N Walker

Seconded Cr. S Royes

CARRIED 5/0

**Resolution No. 133/1920**

Council resolve to allocate the amount of \$294,000 of monies from the Plant Budget to cover tail works expenditure both completed and outstanding to bring the Council owned new Netterfield Street and Shaw Street accommodation projects to finality.

Moved Cr. P Curr

Seconded Cr. J Fegan

CARRIED 5/0

**6. ENVIRONMENTAL AND REGULATORY SERVICES ▲****6.1 Environmental and Regulatory Services Report**

Council is presented with the monthly Environmental and Regulatory Services Report, which outlines the general activities, revenue and expenditure for the department for the period of November 2019.

**RECOMMENDATION**

That Council receives the November 2019 Environmental and Regulatory Services Report.

**Resolution No. 134/1920**

Council receives the November 2019 Environmental and Regulatory Services Report.

Moved Cr. N Walker

Seconded Cr. P Curr

CARRIED 5/0

**6.2 Application for Renewal of TL 0/216553 described as Lot 7 SX19 (over RES 3199 – Camping & Water purposes) Expiry Date: 30/09/2021**

Council's views or requirements are sought on the application for renewal of Term Lease 0/216553 over Lot 7 on SX19 (RES 3199 – Camping and Water Purposes).

**RECOMMENDATION**

That in reference to the renewal of Term Lease 0/216553 over Lot 7 on SX19, Council advises the Department of Natural Resources Mines & Energy that it has no objections or requirements.

**Resolution No. 135/1920**

Council resolves to advise the Department of Natural Resources Mines & Energy that it has no objections or requirements regarding the lease renewal of TL 0/216553 over Lot 7 on SX19.

Moved Cr. N Walker

Seconded Cr. J Fegan

CARRIED 5/0

**PROCEDURAL MOTION**

That Council accept late agenda item 6.3 LATE CONFIDENTIAL – Julia Creek Artesian Bath Houses & Landscaping Project; - Latent Conditions.

**Resolution No. 136/1920**

Council resolves to accept late agenda item 6.3 LATE CONFIDENTIAL – Julia Creek Artesian Bath Houses & Landscaping Project; - Latent Conditions.

Moved Cr. J Fegan

Seconded Cr. P Curr

CARRIED 5/0

**6.3 LATE CONFIDENTIAL – Julia Creek Artesian Bath Houses & Landscaping Project; - Latent Conditions**

This report is CONFIDENTIAL in accordance with *Section 275 1(e)* of the *Local Government Regulation 2012*, which provides for a local government to resolve that a meeting be closed to the public if its Councillors consider it necessary to discuss *(e) contracts proposed to be made by it*.

**PROCEDURAL MOTION**

That the meeting be closed to the public in accordance with *Section 275 (1) (e)* of the *Local Government Regulation 2012*.

**Resolution No. 137/1920**

Council resolves to close the meeting to the public in accordance with *Section 275 (1) (e)* of the *Local Government Regulation 2012*.

Moved Cr. P Curr

Seconded Cr. S Royes

CARRIED 5/0

**RECOMMENDATION**

That Council resolve to authorise additional project funding for the supplementary works required to supply hot and cold water and drainage to the new bathhouses, and by doing so install drainage ventilation and access service points on the main bathhouse's drainage as a whole.

At the estimated the value of \$6,170.00 per/ bathhouse, this has resulting in a request for \$12,340.00 in additional funding. Which will elevate the project costs from the current budget of \$338,037.00+GST to a new project costs of **\$350,377.00 +GST**.

Council should also consider making an allowance of approximately \$10,000 per year for the planned maintenance and refurbishment of the existing bathhouses.

**Attendance** – Executive Assistant, Maggie Rudolph left the meeting room at 1:23pm.

**Attendance** – Executive Assistant, Maggie Rudolph re-entered the meeting room at 1:25pm.

**PROCEDURAL MOTION****Resolution No. 138/1920**

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

Moved Cr. N Walker

Seconded Cr. J Fegan

CARRIED 5/0

**Resolution No. 139/1920**

Council resolve to allocate \$25,000 from the South32 Cannington Contribution for the supplementary works required for the Artesian Bath House & Landscaping.

Council notes making an allowance of \$10,000 per year, for the planned maintenance and refurbishment of the existing bathhouses, commencing 2020-21.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

**Attendance** – Director of Corporate and Community Services, Tenneil Cody left the meeting room at 1:29pm.

**Attendance** – Director of Corporate and Community Services, Tenneil Cody re-entered the meeting room at 1:30pm.

**Attendance** – Director of Engineering, Environmental and Regulatory Services, David McKinley left the meeting room at 1:42pm.

## 7. COMMUNITY SERVICES ▲

### 7.1 Community Services Monthly Report

Council is presented with the monthly Community Services report, which provides an overview of the operations for the month of November 2019.

#### **RECOMMENDATION**

That Council receives the Community Services monthly report for November 2019.

#### **Resolution No. 140/1920**

Council receives the Community Services monthly report for November 2019.

Moved Cr. P Curr

Seconded Cr. S Royes

CARRIED 5/0

### 7.2 Bush Dinner Policy

Council initiated the Bush Dinners at the Caravan Park in 2013, and have been a proven success for both the local not for profit groups, tourists and tourism as a whole. With the recent delivery of a purpose-built Bush Kitchen (facility to allow for catering for this initiative) a policy has been drafted which covers the intent of the Bush Dinners initiative and use of the facility.

#### **RECOMMENDATION**

That Council adopt the Bush Dinner Policy Version 1.0 as presented.

#### **Resolution No. 141/1920**

Council adopts the Bush Dinner Policy Version 1.0, with the amendments as noted.

Moved Cr. J Fegan

Seconded Cr. N Walker

CARRIED 5/0

**Attendance** – Cr B Murphy left the meeting room at 2:05pm.

**Attendance** – Cr B Murphy re-entered the meeting room at 2:07pm.

**Attendance** – Cr S Royes left the meeting room at 2:10pm.

**Attendance** – Cr S Royes re-entered the meeting room at 2:12pm.

**Attendance** – Cr P Curr left the meeting room at 2:13pm.

### 7.3 Smart Hub Update – HVAC Replacement Options

The Julia Creek Smart Hub is currently in the detailed design phase and part of that phase is to have thorough assessments of all electrical and mechanical components done.

The Mechanical Assessment Report recommends replacing the existing HVAC system by a new system estimated to cost \$98,000. The allowance in the budget is \$33,080. The additional costs to be funded from untied South32 Cannington funds, estimated at \$65,000.

The Electrical Assessment Report stipulates costs of \$75,000 and the allowance in the budget is \$76,800. No additional funding required.

**RECOMMENDATION**

It is recommended that Council approves allocating the additional "South32 Cannington funds" estimated at \$65,000, towards the Smart Hub and replace the HVAC unit with a new HVAC system estimated at \$98,000.

**Resolution No. 142/1920**

Council notes the potential increase costs associated in the report for the Smart Hub Project and will consider budget adjustments at mid-year review

Moved Cr. N Walker

Seconded Cr. J Fegan

CARRIED 4/0

**Attendance** – Cr. J Fegan, having declared a Conflict of Interest in the matter of agenda item 7.4, as defined by *Section 175D* of the *Local Government Act 2009*, left the meeting room at 2:14pm taking no part in the meeting or discussion.

**7.4 Regional Arts Development Fund – Round One**

Council's Round 1 of RADF closed on 30th October 2019. The RADF Committee assessed the Round 1 applications at a meeting on 13<sup>th</sup> November 2019 and Council is presented with the recommendations for ratification.

**RECOMMENDATION**

That Council ratify the recommendations made by the Regional Arts Development fund Committee for RADF Round 1:

Racing Ahead Past the Post Mosaic – Julia Creek Turf Club - \$6000.00

Flipside Circus 4 – Residency – McKinlay Shire Council - \$7700.00

Brisbane Comedy Festival – On Tour – McKinlay Shire Council – \$3630.00

**Resolution No. 143/1920**

Council ratifies the following recommendations made by the Regional Arts Development Fund Committee for RADF Round 1:

Racing Ahead Past the Post Mosaic – Julia Creek Turf Club - \$6000.00

Flipside Circus 4 – Residency – McKinlay Shire Council - \$7700.00

Brisbane Comedy Festival – On Tour – McKinlay Shire Council – \$3630.00

Moved Cr. S Royes

Seconded Cr. N Walker

CARRIED 3/0

**Attendance** – Cr Curr re-entered the meeting room at 2:16pm.

**Attendance** – Director of Corporate and Community Services, Tenneil Cody, left and re-entered the meeting room at 2:16pm.

**Attendance** – Cr. J Fegan re-entered the meeting room at 2:16pm.

**7.5 Julia Creek Early Learning Centre Fees**

Council is presented with a review of the fees for the Julia Creek Early Learning Centre, with a proposal to increase the fees effective from 1 January 2020.

**RECOMMENDATION**

That Council increase the daily attendance fee of the Julia Creek Early Learning Centre from \$80 per day per child to \$81.60 per day per child, and the half day fee increase from \$55 per day per child to \$56.10 per day per child, and the sessional kinder fee increase from \$60 per session (5 hours) to \$61.20 effective from 1st January 2020.

**Resolution No. 144/1920**

Council resolves to increase the daily attendance fee of the Julia Creek Early Learning Centre from \$80 per day per child to \$81.60 per day per child, and the half day fee increase from \$55 per day per child to \$56.10 per day per child, and the sessional kinder fee increase from \$60 per session (5 hours) to \$61.20 effective from 1st January 2020.

Moved Cr. P Curr

Seconded Cr. J Fegan

CARRIED 5/0

**PROCEDURAL MOTION**

That Council accept late agenda item 7.6 LATE CONFIDENTIAL – Design Phase of Community Children’s Hub.

**Resolution No. 145/1920**

Council resolves to accept late agenda item 7.6 LATE CONFIDENTIAL – Design Phase of Community Children’s Hub.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

**7.6 LATE CONFIDENTIAL – Design Phase of Community Children’s Hub**

This report is CONFIDENTIAL in accordance with *Section 275 1(e)* of the *Local Government Regulation 2012*, which provides for a local government to resolve that a meeting be closed to the public if its Councillors consider it necessary to discuss *(e) contracts proposed to be made by it*.

**PROCEDURAL MOTION**

That the meeting be closed to the public in accordance with *Section 275 (1) (e)* of the *Local Government Regulation 2012*.

**Resolution No. 146/1920**

Council resolves to close the meeting to the public in accordance with *Section 275 (1) (e)* of the *Local Government Regulation 2012*.

Moved Cr. P Curr

Seconded Cr. N Walker

CARRIED 5/0

**RECOMMENDATION**

That Council approve to appoint Vabasis Pty Ltd as the Principal Design Consultant for the Julia Creek Community Children’s Services Hub for the contracted price of \$198,610 (excluding GST).

**PROCEDURAL MOTION****Resolution No. 147/1920**

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

Moved Cr. N Walker

Seconded Cr. J Fegan

CARRIED 5/0



**Resolution No. 148/1920**

Council resolve to appoint Vabasis Pty Ltd as the Principal Design Consultant for the Julia Creek Community Children's Services Hub for the contracted price of \$198,610 (excluding GST).

Moved Cr. S Royes

Seconded Cr. J Fegan

CARRIED 5/0

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

The Corporate Services Report as of 30<sup>th</sup> November 2019, which summarizes the financial performance and position is presented to Council.

**RECOMMENDATION**

That Council receives the monthly Corporate Services Report for the period ending 30<sup>th</sup> November 2019.

**Resolution No. 149/1920**

Council receives the monthly Corporate Services Report for the period ending 30<sup>th</sup> November 2019.

Moved Cr. P Curr

Seconded Cr. J Fegan

CARRIED 5/0

**9. CHIEF EXECUTIVE OFFICER ▲****9.1 CONFIDENTIAL – Julia Creek Artesian Bath Houses & Landscaping – CEO Confirmation**

The Chief Executive Officer refers to Resolution No. 075/1920 – “Council resolves to authorise the CEO or his appointed delegate to renegotiation with responding Tenderers, in accordance with the ‘Principal’s rights after Tenders received’ contained within the Tender documents.”

CEO is seeking clarification that Council accepts the engagement of SNR Morgan for the supply of Tender 1819005 – Julia Creek Artesian Bath Houses & Landscaping Project for the sum of \$338,037 excluding GST.

**RECOMMENDATION**

That Council confirm the engagement of SNR Morgan for the supply of Tender 1819005 – Julia Creek Artesian Bath Houses & Landscaping Project for the sum of \$338,037 excluding GST.

**Resolution No. 150/1920**

Council confirms the engagement of SNR Morgan for the supply of Tender 1819005 – Julia Creek Artesian Bath Houses & Landscaping Project for the sum of \$338,037 excluding GST.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

**Resolution No. 151/1920**

Council varies the contract to SNR Morgan for the supply of Tender 1819005 – Julia Creek Artesian Bath Houses & Landscaping Project to the sum of \$350,377 excluding GST.

Moved Cr. P Curr

Seconded Cr. N Walker

CARRIED 5/0

**Attendance** – Director of Corporate and Community Services, Tenneil Cody, left the meeting room at 2:42pm.

## 9.2 Council Meeting Dates 2020

In accordance with *Section 277 (1) of the Local Government Regulation 2012* Council must “at least once in each year, publish a notice of the days and times when- (a) its ordinary meetings will be held;”. This report is prepared for council to confirm the meeting dates for 2020.

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

The proposed dates for Briefing and Ordinary Meetings of Council for 2020 are as follows:

### BRIEFING MEETINGS

Tuesday 4<sup>th</sup> February 2020  
 Tuesday 3<sup>rd</sup> March 2020  
 Tuesday 7<sup>th</sup> April 2020  
 Tuesday 5<sup>th</sup> May 2020  
 Tuesday 2<sup>nd</sup> June 2020  
 Tuesday 7<sup>th</sup> July 2020  
 Tuesday 4<sup>th</sup> August 2020  
 Tuesday 1<sup>st</sup> September 2020  
 Tuesday 6<sup>th</sup> October 2020  
 Tuesday 3<sup>rd</sup> November 2020  
 Tuesday 1<sup>st</sup> December 2020

### ORDINARY MEETINGS OF COUNCIL

Tuesday 21<sup>st</sup> January 2020  
 Tuesday 18<sup>th</sup> February 2020  
 Tuesday 17<sup>th</sup> March 2020  
 Tuesday 21<sup>st</sup> April 2020  
 Tuesday 19<sup>th</sup> May 2020  
 Tuesday 16<sup>th</sup> June 2020  
 Tuesday 21<sup>st</sup> July 2020  
 Tuesday 18<sup>th</sup> August 2020  
 Tuesday 15<sup>th</sup> September 2020  
 Tuesday 20<sup>th</sup> October 2020  
 Tuesday 17<sup>th</sup> November 2020  
 Tuesday 15<sup>th</sup> December 2020

### RECOMMENDATION

That Council confirm that the Ordinary Meeting of Council will be held on a monthly basis and generally on the third Tuesday of the month. The dates of the 2020 Ordinary Meetings of Council will be:

### BRIEFING MEETINGS

Tuesday 4<sup>th</sup> February 2020  
 Tuesday 3<sup>rd</sup> March 2020  
 Tuesday 7<sup>th</sup> April 2020  
 Tuesday 5<sup>th</sup> May 2020  
 Tuesday 2<sup>nd</sup> June 2020

### ORDINARY MEETINGS OF COUNCIL

Tuesday 21<sup>st</sup> January 2020  
 Tuesday 18<sup>th</sup> February 2020  
 Tuesday 17<sup>th</sup> March 2020  
 Tuesday 21<sup>st</sup> April 2020  
 Tuesday 19<sup>th</sup> May 2020  
 Tuesday 16<sup>th</sup> June 2020

Tuesday	7 <sup>th</sup> July 2020	Tuesday	21 <sup>st</sup> July 2020
Tuesday	4 <sup>th</sup> August 2020	Tuesday	18 <sup>th</sup> August 2020
Tuesday	1 <sup>st</sup> September 2020	Tuesday	15 <sup>th</sup> September 2020
Tuesday	6 <sup>th</sup> October 2020	Tuesday	20 <sup>th</sup> October 2020
Tuesday	3 <sup>rd</sup> November 2020	Tuesday	17 <sup>th</sup> November 2020
Tuesday	1 <sup>st</sup> December 2020	Tuesday	15 <sup>th</sup> December 2020

### Resolution No. 152/1920

Council confirm that the Ordinary Meeting of Council will be held on a monthly basis and generally on the third Tuesday of the month. The dates of the 2020 Ordinary Meetings of Council will be:

#### ORDINARY MEETINGS OF COUNCIL

Tuesday	21st January 2020
Tuesday	18th February 2020
Tuesday	17th March 2020
Tuesday	21st April 2020
Tuesday	19th May 2020
Tuesday	16th June 2020
Tuesday	21st July 2020
Tuesday	18th August 2020
Tuesday	15th September 2020
Tuesday	20th October 2020
Tuesday	17th November 2020
Tuesday	15th December 2020

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

**Attendance** – Cr. J Fegan, having declared a Material Personal in the matter of agenda item 9.3, as defined by *Section 175B* of the *Local Government Act 2009*, left the meeting room at 2:48pm taking no part in the meeting or discussion.

**Attendance** – Cr. P Curr, having declared a Material Personal in the matter of agenda item 9.3, as defined by *Section 175B* of the *Local Government Act 2009*, left the meeting room at 2:48pm taking no part in the meeting or discussion.

#### **PROCEDURAL MOTION**

That Council accept late agenda item 9.3 LATE CONFIDENTIAL – Tender 1920018 – Sale of Vacant Lots in Township of Julia Creek.

### Resolution No. 153/1920

Council resolves to accept late agenda item 9.3 LATE CONFIDENTIAL – Tender 1920018 – Sale of Vacant Lots in Township of Julia Creek.

Moved Cr. N Walker

Seconded Cr. S Royes

CARRIED 3/0

### **9.3 LATE CONFIDENTIAL – Tender 1920018 – Sale of Vacant Lots in Township of Julia Creek**

This report is CONFIDENTIAL in accordance with *Section 275 1(e)* of the *Local Government Regulation 2012*, which provides for a local government to resolve that a meeting be closed to the public if its Councillors consider it necessary to discuss *(e) contracts proposed to be made by it*.

#### **PROCEDURAL MOTION**

That the meeting be closed to the public in accordance with *Section 275 (1) (e)* of the *Local Government Regulation 2012*.

#### **Resolution No. 154/1920**

Council resolves to close the meeting to the public in accordance with *Section 275 (1) (e)* of the *Local Government Regulation 2012*.

Moved Cr. B Murphy

Seconded Cr. S Royes

CARRIED 5/0

#### **RECOMMENDATION**

Council resolves to award the land tenders as follows;

Lot 2 SP247177 - Title Reference 50864823 – Georgia & Dane Crocker for \$21,512

Lot 13 SP247177 - Title Reference 50864834 – Matt Young for \$10,000

Lot 16 SP247177 - Title Reference 50864837 – Shelley Curr for \$12,000

Lot 5 SP278219 - Title Reference 50998574 – Ben Knight for \$12,000

Lot 6 SP278219 - Title Reference 50998575 – Ben Knight for \$14,000

Lot 7 SP278219 - Title Reference 50998576 – Georgia & Dane Crocker for \$21,512

and Lots 14 and 15 were passed in for not meeting the reserve.

#### **PROCEDURAL MOTION**

#### **Resolution No. 155/1920**

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

Moved Cr. B Murphy

Seconded Cr. N Walker

CARRIED 3/0

#### **Resolution No. 156/1920**

Council resolves to award the land tenders as follows;

Lot 2 SP247177 - Title Reference 50864823 – Georgia & Dane Crocker for \$21,512

Lot 13 SP247177 - Title Reference 50864834 – Matt Young for \$10,000

Lot 16 SP247177 - Title Reference 50864837 – Shelley Curr for \$12,000

Lot 5 SP278219 - Title Reference 50998574 – Ben Knight for \$12,000

Lot 6 SP278219 - Title Reference 50998575 – Ben Knight for \$14,000

Lot 7 SP278219 - Title Reference 50998576 – Georgia & Dane Crocker for \$21,512

and Lots 14 and 15 were passed in for not meeting the reserve.

Moved Cr. N Walker

Seconded Cr. S Royes

CARRIED 3/0

**Attendance** – Executive Assistant, Maggie Rudolph left and re-entered the meeting room at 3:14pm.

**Attendance** – Cr. J Fegan re-entered the meeting room at 3:14pm.

**Attendance** – Cr. P Curr re-entered the meeting room at 3:14pm.

**Attendance** – Director of Corporate and Community Services, Tenneil Cody re-entered and left the meeting room at 3:14pm.

## 10. WORKPLACE HEALTH AND SAFETY ▲

### 10.1 Workplace Health and Safety Monthly Report

Council is presented with the monthly Workplace Health and Safety report, which provides an overview of the operations for the month of November 2019.

## 11. MEMBERS BUSINESS ▲

<b>Cr. S Royes</b>	- Mentions having a BBQ send off for Caravan Park Managers at the new Bush Kitchen
<b>Cr. J Fegan</b>	- asked about the Trustee Leases
<b>Cr. B Murphy</b>	- out of office from 20 <sup>th</sup> December, Neil in charge while Belinda is away

## 12. CLOSURE OF MEETING ▲

The Chair of the meeting Mayor Belinda Murphy declared the meeting closed at 3:20pm.

## **4.2 BUSINESS ARISING OUT OF MINUTES FROM PREVIOUS MEETING**



## 5.0 ENGINEERING SERVICES

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Ordinary Meeting of Council Tuesday 28<sup>th</sup> January 2020

**5.1 Subject:** Engineering Services Monthly Report December 2019  
**Attachments:** Nil  
**Author:** Director Engineering and Environmental & Regulatory Services  
**Date:** 13<sup>th</sup> January 2020

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**Executive Summary:**

This report outlines the general activities for the Engineering Department for December 2019.

**Recommendation:**

*That Council receives the Engineering Services monthly report for December 2019.*

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**Background:**

This report outlines the general activities of the department for the month of December 2019 and also provides an update on the current activities of the department.

Engineering Operations

	<b>Actual</b>	<b>Budget</b>
<b>1000 Engineering Operating Costs</b>	\$325,556	\$620,000

RMPC

Pot hole patching and sign repairs have been undertaken on RMPC roads. Heavy and light shoulder grading have been completed.

	<b>Actual</b>	<b>Budget</b>
<b>1610 RMPC Works</b>	\$829,703	\$1,420,878

Cannington Road

Stabilising and resealing program is being put together for up coming works.

	<b>Actual</b>	<b>Budget</b>
<b>1630 Cannington Road Works</b>	\$62,316	\$580,000

Roads Maintenance

Crews have been pot hole patching on Shire and town roads.

Gilliat/McKinlay TIDS/R2R has commenced.

Combo Water Hole has 4.5kms sealed.





Ordinary Meeting of Council Tuesday 28<sup>th</sup> January 2020

	<b>Actual</b>	<b>Budget</b>
<b>1100 Repairs &amp; Maintenance Shire Roads</b>	\$344,109	\$1,230,000

Water and Sewage

- Plumbing for bath houses installed
- Assisted Colin Malone with leaks of new water line at McKinlay
- Maintenance at Julia Creek Kindy
- Inspected Hislands water supply as stated before, there is adequate pressure at Councils connection and peak flow rate C top open fully is 2.5 L/per second
- Worked on the Kynuna toilet block
- Vac`d out old tank at McKinlay park
- Regular maintenance and checks for STP
- Repaired leak at Kynuna
- 3 private works jobs for blocked drains

	<b>Actual</b>	<b>Budget</b>
<b>1800 Operational Costs – Julia Creek Water</b>	\$77,360	\$190,000

	<b>Actual</b>	<b>Budget</b>
<b>1810 Operational Costs – McKinlay Water</b>	\$8,486	\$15,000

	<b>Actual</b>	<b>Budget</b>
<b>1820 Operational Costs – Kynuna Water</b>	\$20,580	\$35,000

	<b>Actual</b>	<b>Budget</b>
<b>1830 Operational costs – Nelia Water</b>	\$2,024	\$8,000

	<b>Actual</b>	<b>Budget</b>
<b>1900 Operational Costs – Julia Creek Sewerage</b>	\$64,389	\$170,000



Ordinary Meeting of Council Tuesday 28<sup>th</sup> January 2020

Work shop

- Have started getting prices on a 3 ton excavator and a 2.1 ton Roller
- Took delivery on 19<sup>th</sup> December of a 2019 Hino side tipper
- Garbage truck is back in action as of late December

		<b>Actual</b>	<b>Budget</b>
<b>1510</b>	<b>Repairs and Maintenance - Plant &amp; Vehicles</b>	\$647,330	\$1,195,000

Parks and Garden

Business as usual, a small crew worked through the Christmas Break and were on hand to clean after the 2 high wind events.

		<b>Actual</b>	<b>Budget</b>
<b>2700</b>	<b>Parks &amp; Gardens and Amenities – Operations</b>	\$414,070	\$655,000

Airport

The aerodrome costs are inflated for this time of the year, due in part to about \$30,000.00 being allocated to this account for Legal Services relating to the Julia Creek aerodrome rectification works.

		<b>Actual</b>	<b>Budget</b>
<b>1300</b>	<b>Airport Operational Costs</b>	\$91,322	\$125,000



Ordinary Meeting of Council Tuesday 28<sup>th</sup> January 2020

### 2018 Shire Road Flood Damage

Two Contract crews are currently completing the 2018 Works.

Financial Position		
Original Approval	\$15,206,780.50	All Submissions approved
Revised Approval (Estimated)	\$11,866,836.32	Overlaps Removed
Expenditure to Date (Actual)	\$8,394,497.84	71%
Operational Position		
Overall	90% Completion	

Works Remaining includes:

- Byramine Road (in process)
- Etta Plains Road
- Dalgonally Road
- Julia Creek-Yorkshire Road (in process)

These works are expected to be completed before the 30<sup>th</sup> June 2020 cut off date. The 2018 works will be carried out concurrently with the 2019 approvals.

### 2018 Event Highlights

Program at 90% Completion

### Current 2019 Event

Three crews are currently working on the 2019 DRFA Program

These crews are located at:

- Taldora Road x 2 crews
- Gilliat McKinlay Road

Submission Number	Approved Value	Actual Expenditure to Date	Location	Status
1	\$18,130,291	\$1,973,425	Taldora Road	Approved – Works Commenced
2	\$9,842,149	\$73,778	North West - Unsealed	Approved – Works commenced
3			North East - Unsealed	Lodged-IFA Complete-Awaiting QRA Approval
4			South East - Unsealed	Lodged- IFA Complete-Awaiting QRA Approval
5	\$2,381,085		South West - Unsealed	Approved
6			Sealed Roads	Tenders called- Closing Date 24 <sup>th</sup>



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				January 2020- Awaiting QRA Approval
7	\$8,611,300	\$4,545	Betterment	Approved- Works commenced

- Works commenced on Taldora Road-Unsealed Section and Shoulder Scours
- All Submissions forwarded to QRA
- Gilliat McKinlay Betterment Approved
- Council to liaise with landowners to obtain local fill materials for bulk fill operations and water points

**Projects**

**Sewerage Treatment Plant – Stage 2 – see Capital works spread sheet**

**Bath House Landscaping – works on going - see Capital works spread sheet**

**Bush Kitchen – works on going - see Capital works spread sheet**

**D&D Shed – works on going - see Capital works spread sheet**

**Kynuna Water – works on going - see Capital works spread sheet**

**Kynuna Park – works on going - see Capital works spread sheet**

**Julia Creek Dog Park – completed**

**Consultation:** (internal/External)

Finance Manager, Works Staff

**Legal Implications:**

Nil

**Policy Implications:**

Nil.

**Financial and Resource Implications:**

As provided in the report.

**InfoXpert Document ID:** 109810

	Description of works	Cost of project	TIDS Contribution	R2R Contribution	Council Contribution	Financial year
<b>Road name</b>						
Byrimine Road	Construct to new unsealed standard (8.6km - 26.4km (various sections)	\$200,000.00	\$100,000.00	\$100,000.00		2019/20
Burke Street	Pavement rehabilitation (0.0km - 1.12km various sections)	\$300,000.00	\$150,000.00	\$150,000.00		2019/20
Burke Street	Install Kerb & Channel	\$100,000.00			\$100,000.00	2019/20
Burke Street	Foot path paving - Booth - QGAP and old coffee shop to museum	\$50,000.00			\$50,000.00	2019/20
Gilliat McKinlay	Construct to new sealed standard (9.5km - 12.7km then 12.9km -13.9km and 16.8km - 20.3km)	\$700,484.00	\$250,000.00	\$450,484.00		2019/20
Julia Creek town site Road	Replacement or refurbishment of existing storm water inlet grate/kerbside side entries	\$350,242.00		\$350,242.00		2019/20
<b>Total</b>			<b>\$500,000.00</b>	<b>\$1,050,726.00</b>		
Nelia Bunda Road	Construct to new sealed (various sections) 2 lane standard	\$400,000	\$200,000	\$200,000		2020/21
Punchbowl Road	Construct to new sealed 2 (various sections) lane standard	\$250,000	\$125,000	\$125,000		2020/21
Gilliat McKinlay	Construct to new sealed standard (chainages 20.8 - 26.8km)	\$625,484.00	\$250,000	\$375,484.00		2020/21
Julia Creek town site Roads	Reseal (and where needed stabilise) Shaw 400m x 13m (900m <sup>2</sup> floodway stabilisation) + 1,600m x 6m = <b>15,700m<sup>2</sup></b> + Byrne 500m x 13m = <b>6,500m<sup>2</sup></b> and Coyne Streets 850m x 13m = <b>11,050m<sup>2</sup></b>	\$350,242.00		\$350,242.00		2020/21
<b>Total</b>			<b>\$575,000.00</b>	<b>\$1,050,726.00</b>		
Gilliat McKinlay Road	Construct to new sealed standard (chainages 26.8km to 32.8km)	\$825,484.00	\$350,000	\$475,484		2021/22
Burke Street	Upgrade kerb and channel in places pavement profiling adjustment work, pram ramps	\$450,000.00	\$225,000	225,000		2021/22
<b>Total</b>			<b>\$575,000.00</b>	<b>\$700,484.00</b>		

Gilliat McKinlay Road	Construct to new sealed standard (chainages 32.8km to 42.8km)	\$1,130,484.00	\$430,000.00	\$700,484.00		2022/23
<b>Total</b>			<b>\$430,000.00</b>	<b>\$700,484.00</b>		
Gilliat McKinlay Road	Construct to new sealed standard (chainages 42.8km - 50km)	\$890,484.00	\$415,000.00	\$475,484.00		2023/24
Burke Street	Upgrade kerb and channel in places pavement profiling adjustment work, pram ramps	\$450,000.00	\$225,000.00	\$225,000.00		2023/24
<b>Total</b>			<b>\$640,000.00</b>	<b>\$700,484.00</b>		



## **CONFIDENTIAL**

**5.2 Subject:** Julia Creek Aerodrome Unpaved Runway Safety Zone, Developing Surface Conditions  
**Attachments:** Nil  
**Author:** Project and Assets Manager/ Environmental and Regulatory Services Team Leader  
**Date:** 14<sup>th</sup> January 2020

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### **Confidentiality:**

This report is CONFIDENTIAL in accordance with *Section 275 1(e) of the Local Government Regulation 2012*, which provides for a local government to resolve that a meeting be closed to the public if its Councillor's consider it necessary to discuss *(e) contracts proposed to be made by it;*

### **Executive Summary:**

The Julia Creek Aerodrome is required under the Manual of Standards Part 139 – Aerodromes to maintain a safety area on each side of the paved runway of a distance of 30 meters, this area is delineated by the installation of gable markers between the runway and the outer non-operational surfaces of the aerodrome.

The current safety area is a mixture of the construction overburden from the runway pavement works and the original black soil and it has been noted that the safety area has developed a large number of open trench's and holes that are at a level of concern as to being a impedance to the safe operation of the aircraft that utilise the Julia Creek Aerodrome.

The risk is based on the requirement to supply a safe run off zone for an aircraft that has lost control or is in distress.

The current surface conditions would impede the aircrafts ability to safely obtain control without sustaining significate damage or causing an operational hazard.

The loss of the landing gear or roll over would be the primary concerns once an aircraft enters the safety area under the current surface conditions.

Additional information is presented with the Background section of this report.

### **Recommendation:**

*That Council resolve to authorise the temporary closure of the Julia Creek Aerodrome and release the funding required to undertake the restoration and refurbishment works to return the Julia Creek Aerodrome Safety Zone to an acceptable operational standard as required in the MOS-139.*

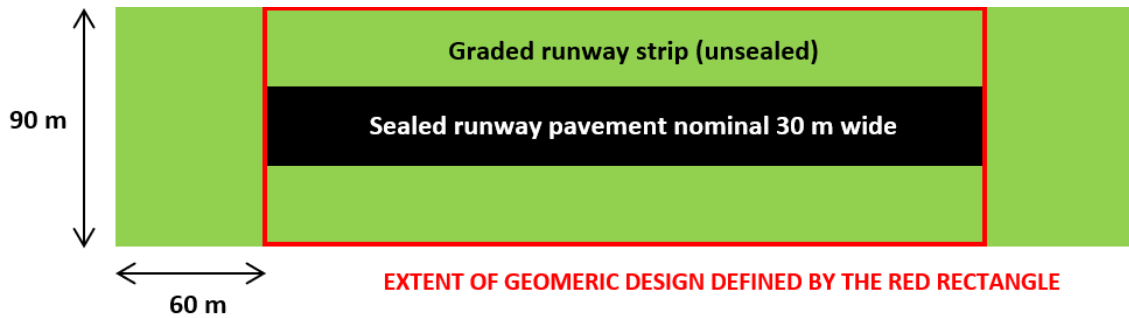
*Estimated value of the works **\$290,000.00** excluding GST*

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**Background:**

The Julia Creek Aerodrome (YJLC) is a 1402 x 30 meter paved runway with an additional 30 meters of operational safety zones as to the MOS.139.-6.2.22, 45 meters each side of the centreline of the runway.



Council as the owner and operator of this facility has the maintenance of this section of the operational surfaces of the aerodrome as a listed action, within its Technical Inspection documentation and the Julia Creek Aerodrome Manual.

The rectification works have become critical as the trench's track towards the high grade stabilised pavement of the runway.

The closer the surface faults get to the runway pavement the greater the possibility of sub-base damage of the paved operational surfaces which could not only effect the current operations of the Aerodrome but any conditional claims currently being pursued.

The following images are for the purpose of conveying to the Council the current extent of the developing surface conditions.







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Council staff is proposing to undertake the required works internally.

The Engineering/Works Department believes that it has the capacity to undertake and complete the works within a four to five week period.

The Department will be requiring the closure of the Aerodrome to all light traffic and non-emergency flights.

The RPT and RFDS aircraft will be exempt from the closure as the works can be undertaken around the requirements of these services.

To be able to facilitate the needs of the two primary users of the Aerodrome during the work it is planned to construct a cleared safety zone for the construction vehicles outside of the gabled areas.

The on duty Airport Reporting Officer (ARO) will be able to operate as the Works Safety Officer (WSO) on the days of the RPT flights and the NOTAM for the closure of the Aerodrome would have to state that a minimum of 45 minutes notification for a RDFS or Air Ambulance flight during work hours would be required to allow for the clearance of the operational areas of the runway.

The works required for the refurbishment is as follows:

- The strip and removal of the grass and weeds from the work zone.
- The construction of the vehicle safety areas.
- The importations of the gravel fill.
- The profiling and compaction of the gravel fill.
- The final trip and inspections.
- Reopen the Aerodrome

**Legal Implications:**

Potential for direct litigation.

**Policy Implications:**

Compliance with the requirements of current Codes and Policies

**Financial and Resource Implications:**

Funding and internal resources to be allocated.

**Risk Management**

Council's exposure to Risk could be considered as **High** until the works have been completed.

**Options for Council to Consider**

NA

**InfoXpert Document ID:**

109763



## **6.0 ENVIRONMENTAL & REGULATORY SERVICES**

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Ordinary Meeting of Council Tuesday 28<sup>th</sup> January 2020

**6.1 Subject:** Environmental and Regulatory Services Report – December 2019  
**Attachments:** Nil  
**Author:** Environmental & Regulatory Services Team Leader  
**Date:** 15<sup>th</sup> January 2020

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**Executive Summary:**

This report outlines the general activities, revenue and expenditure for the department for the period December 2019.

**Recommendation:**

*That Council receives the December 2019 Environmental and Regulatory Services Report.*

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**Background:**

This report outlines the general activities of the department for the month of December 2019.

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)

Local Laws Officer, Asset Maintenance Officer, Water and Sewerage Officer, Ranger and Finance Officer.

**Legal Implications:**

Nil

**Policy Implications:**

Nil

**Financial and Resource Implications:**

As provided in the report.

**InfoXpert Document ID:**

109762



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

### **1.1 - Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO1.1	3100 - Refuse Collection Revenue	\$42,007	\$82,376
ENVIRO1.2	3100 - Kerbside Rubbish Collection	\$15,323	\$41,000
ENVIRO1.3	3110 - Refuse Disposal Revenue	\$21,145	\$41,678
ENVIRO1.4	3110 - Refuse Disposal Operational Costs	\$59,995	\$85,000

### **1.2 - Report**

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

The facility continued to be pushed during the month.

A public notice was put out during the month to advise the community of the requirements of Council's EA licence to dump refuse in the correct areas.

Four (4) Verbal Warnings were issued during the month for the incorrect dumping of refuse.

Some earthworks have been undertaken to assist keeping pooling water out of the site.

Tree Seeds were planted along the front and down the side of the site to provide a barrier around the site.

The Department of Environment & Science (DES) undertook landfill inspections at all waste facilities on Wednesday 27<sup>th</sup> and Thursday the 28<sup>th</sup> November 2019. During the inspection the Department noticed that the McKinlay Landfill site extends out past its licenced area. A comment was also made about the need to split the tyres up in the Julia Creek Waste Facility. The Local Laws Officer is in the process of splitting the tyres and installing a 1.5m high dirt mound between the tyre cells to prevent a fire hazard.

Council were issued with a Non-Compliance Notice for the McKinlay Landfill. Council have engaged SLR Consulting to undertake a Material Change of Use Development Application and EA Amendment Application on Council's behalf. Staff will update Council on the progress of this matter as required.

#### **Nelia Waste Facility**

New hole was dug for the disposal of old steel from the railway line. The asbestos material will be transported to Julia Creek and dumped in the asbestos pit.



## **2 – Environmental Health Services**

### **2.1 – Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO2.1	3000 - Environmental Licence Fees ( Revenue)	\$1,487	\$1,600

		<b>Actual</b>	<b>Budget</b>
ENVIRO2.2	3000 - Environmental Health Services	\$48,155	\$229,000

### **2.2 – Report**

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

Water sampling is carried out in accordance with our Drinking Water Quality Management Plan (DWQMP) across our four (4) water supplies. Key matters of concern under the DWQMP are the presence of *Escherichia coli* or e-coli in the water. The presence of e-coli has potential health impacts.

Sampling undertaken in December did not show any signs of E.coli in all four townships.

#### **Drinking Water Quality Management Plan (DWQMP)**

Council staff undertook a regular review of the DWQMP and submitted the plan to the Regulator for review. The Department are currently reviewing the plan and will advise Council the outcome of the review in due course.

Council Staff also reviewed the Customer Service Standard (CSS) for Water and Sewerage. A copy of the CSS will be displayed on Council's Website as required under the Water Supply (Safety and Reliability Act.)

Sewerage sampling continues on a 3 monthly basis on the Julia Creek Sewerage Treatment Plant in accordance with the requirements of the licence issued by the Department of Environment and Science (DES).

#### **Food Recalls**

One (1) Food Recall was received during the month with no impact to local food businesses.

## **3 – Local Law Administration**

### **3.1 – Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO3.1	3210 - Animal Registration Fees	\$4,160	\$5,000

		<b>Actual</b>	<b>Budget</b>
ENVIRO3.2	3210 - Fines & Penalties – Animal Control	\$1,175	\$1,000



		<b>Actual</b>	<b>Budget</b>
ENVIRO3.3	3210 - Animal Boarding	\$1,984	\$2,500

		<b>Actual</b>	<b>Budget</b>
ENVIRO3.4	3210 - Local Law Administration	\$59,218	\$90,000

### **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>
Impoundings and notices	One (1)
Euthanized/Destroyed/Rehomed	Nil
Verbal/Written/Official warning	Nil
Complaints	Nil
Dog Boarding	Six (6) Dogs
Removal of Dead Animals	Nil
Trapping Locations & Results	Nil

## **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
		<b>Actual</b>	<b>Budget</b>
ENVIRO4.2	3220 - Truck Washdown Bay Revenue	\$10,998	\$20,000
		<b>Actual</b>	<b>Budget</b>
ENVIRO4.3	3220 - Dingo Baits (Revenue)	\$884	\$1,200
		<b>Actual</b>	<b>Budget</b>
ENVIRO4.4	3220 - Feral Pig Baits (Revenue)	\$0	\$0
		<b>Actual</b>	<b>Budget</b>
ENVIRO4.5	3220 - Pest Animal Rural Land Owners Fees	\$0	\$43,244
		<b>Actual</b>	<b>Budget</b>
ENVIRO4.5	3220 - Pest Plant Control Program	\$27,967	\$195,000
		<b>Actual</b>	<b>Budget</b>
ENVIRO4.6	3230 - Pest Animal Control Program	\$35,017	\$77,000



## **4.2 – Report**

### **Pest Plant**

Distributed 1200kg Graslan pellets on Gilliat Common with helicopter.

### **Pest Control**

No fogging was conducted during the month.

### **Feral Animal Control**

There were no dingo scalps presented in December.

There were 200 Factory Baits issued in December.

## **5 – Livestock Operations**

### **5.1 – Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO5.1	3235 - Livestock Weighing Revenue	\$45,304	\$56,000

		<b>Actual</b>	<b>Budget</b>
ENVIRO5.2	3235 - Livestock Cattle Train Loading Revenue	\$29,184	\$20,000

		<b>Actual</b>	<b>Budget</b>
ENVIRO5.3	3235 - Livestock Operational Costs	\$40,638	\$68,000

### **5.2 - Report**

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

There were 2,776 cattle weighed at the facility during December.

One shade sail was damaged during the storm on Christmas Day and will be sent away for repairs.

#### **Livestock Weighing Month and Year Totals**

<b>MONTH</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
JANUARY	0	359	0	0	0	183	0
FEBRUARY	1740	1322	1872	525	467	3241	0
MARCH	676	617	3446	1497	1333	388	0
APRIL	1584	406	5315	951	2487	2217	1034
MAY	3829	1891	8107	615	2062	3065	1768
JUNE	3976	2,109	3,442	1456	1522	742	894
JULY	1,774	0	2,170	2809	2003	1143	1569
AUGUST	0	374	1183	2582	2311	6291	3023
SEPTEMBER	338	3274	488	2665	1478	765	1280



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OCTOBER	1153	790	1252	4613	1127	4708	5492
NOVEMBER	357	508	36	1011	2673	4788	3534
DECEMBER	0	240	0	234	340		2776
<b>TOTAL FOR YEAR</b>	<b>15,427</b>	<b>11,890</b>	<b>27,311</b>	<b>18,958</b>	<b>17,803</b>	<b>27,531</b>	<b>21,370</b>

**Livestock Operations (Cattle Loading)**

The loading report was not available due to staff absence.

**Livestock Loading Month and Year Totals**

MONTH	2013	2014	2015	2016	2017	2018	2019
JANUARY	0	0	0	0	0	0	0
FEBRUARY	1764	680	0	0	132	0	0
MARCH	5310	851	0	572	920	0	0
APRIL	5813	1811	7653	1737	580	0	0
MAY	8670	7414	7204	2933	6126	603	3199
JUNE	8451	5912	6605	3486	2658	674	3322
JULY	7645	5246	6998	3565	3654	2084	4564
AUGUST	4215	6843	3936	4963	2898	674	1654
SEPTEMBER	1904	4508	315	2233	1804	2454	2098
OCTOBER	1800	3122	0	1070	0	3424	1328
NOVEMBER	0	3439	0	1641	0	1458	1668
DECEMBER	0	0	0	144	0	0	TBA
<b>TOTAL FOR YEAR</b>	<b>45572</b>	<b>38826</b>	<b>32711</b>	<b>22344</b>	<b>18772</b>	<b>11371</b>	<b>17833</b>

**6 – Stock Routes and Reserves**

**6.1 – Budget**

		Actual	Budget
ENVIRO6.3	3300 - Stock Route – Permit/Water Fees	\$9,615	\$8,600

		Actual	Budget
ENVIRO6.2	3300 - Stock Route Recoverable Works (Revenue)	\$0	\$48,000

		Actual	Budget
ENVIRO6.4	3300 - Trustee Lease Fees	\$3,591	\$70,700





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		Actual	Budget
ENVIRO6.5	3300 - Reserves Agistment Fees	\$6,810	\$15,000
ENVIRO6.6	3300 - Precept Expenses	\$0	\$18,100
ENVIRO6.7	3300 - Stock Route Maintenance	\$61,054	\$158,000
ENVIRO6.8	3300 - Reserves Expenses	\$7,926	\$31,500

## 6.2 - Report

### **Stock Routes**

DNRME Capital Works – Blanches Gully completed. Invoice submitted to DNRME for payment.

### **Reserves**

**McKinlay Reserve Water Upgrade** – All tanks, poly lines, troughs and fence is completed; waiting for aprons to arrive for one trough

**DPI Paddock Capital Works** – Tank has been installed. Pipe that is to be laid under Julia Creek is expected to be completed by end of January.

## 6.3 - Cemeteries

### 6.3.1 – Budget

		Actual	Budget
ENVIRO6.9	3400 - Cemeteries	\$5,288	\$17,000

### **6.3.2 - Report**

There were two enquiries during the month. One regarding plots and one regarding fixing up family plots.

## 7 – Work Program (Workcamp)

### 7.1 - Budget

		Actual	Budget
ENVIRO7.1	3600 - Work Program	\$25,203	\$22,000

### **7.2 - Report**

The Work Camp program has been busy with a number of community based programs as detailed in the table below.



**Work Program Activities**

<b>Activity</b>	<b>Details</b>
Mowing of various NFP yards in Julia Creek	Mowing conducted frequently
Mowing of all local churches	Mowing conducted frequently
Mowing/Whipper snipping around Airport Area	Mowing conducted when required
Whipper snipping and various maintenance of McIntyre Park Area including painting of various equipment and cleaning areas	Works conducted when required
Mowing/Whipper Snipping around Sale Yards	Mowing conducted when required
Mowing of hill at Dirt and Dust Central	Mowing conducted when required
Lawn and Gardening Maintenance at the Julia Creek State School	Mowing conducted when required
Julia Creek Waste Management and Recycling Facility – Picking up Rubbish	Ongoing, however Local Laws Officer is undertaking this more regularly now.
Mowing around Kynuna Rodeo Grounds	Mowing conducted when required
Kynuna, McKinlay and Nelia Waste Facilities – Cleaning of Facility	Ongoing
Various works at all Cemeteries	Ongoing
Assistance with various works around the Livestock Facility	Ongoing
Picking up rubbish around entry to Julia Creek	Ongoing

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

**8.1 – Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO9.1	3810 - Council Property / Staff Housing Program Rev	\$54,093	\$75,000
ENVIRO9.3	3810 - Council Property / Staff Housing Program Exp	\$109,357	\$150,000



## 8.2 - Report

### Council Property / Staff Housing

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

Activity	Number
Properties Available for use	4 Amberley Drive Unit A, 4 Shaw Street Unit B, 4 Shaw Street 5 Coyne Street
New Tenancies	Nil
Finalised Tenancies	One (1) – Unit A, 4 Shaw Street
Remedy Breach	Nil
Notice to Leave	Nil
Notes/Repairs	General Maintenance performed when required.

### Old Senior/Aged Care Housing

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

Activity	Number
Properties Available	3
New Tenancies	1 – Work Camp Supervisor to utilise a unit on switch over days
Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil
Notes/Repairs	General Maintenance performed when required.

### Fr Bill Bussutin Community Centre

#### Budget

	Actual	Budget
ENVIRO10.4 3820 - Community Centre Hire Fees	\$2,864	\$4,000
	<b>Actual</b>	<b>Budget</b>
ENVIRO10.4 3820 - FRB Centre RENT	\$16,068	\$30,000
	<b>Actual</b>	<b>Budget</b>
ENVIRO10.5 3820 - FRB Units & Community Centre Operational Costs	\$35,069	\$63,000



**Report**

**Seniors Living Units**

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

Activity	Number
Properties Available	Three (3) - Unit 1, Unit 3 & Unit 7
New Tenancies	Nil
Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil
Notes	General Maintenance performed when required.

**9 – Land and Building Development**

**9.1 – Budget**

	Actual	Budget
ENVIRO11.1 3900 - Revenue	\$105	\$2,500
ENVIRO11.2 3900 - Town Planning Program	\$35,520	\$51,000

**9.2 - Report**

**Regulatory Services, Land and Building Development**

One (1) Code Assessable Planning Development Application was lodged by SLR Consulting on behalf of Council.

Consulting and surveying costs have been taken from this budget to assist with the STP MCU application

**10 – Local Disaster Management**

**10.1 – Budget**

	Actual	Budget
ENVIRO12.1 2760 - SES Grants	\$20,568	\$80,368
ENVIRO12.2 2760 - Natural Disaster Grants	\$6,102	\$6,780
ENVIRO12.3 2760 - Disaster Management Operational Costs	\$131,781	\$25,500

**10.2 - Report**



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### **Disaster Management**

No incidents activated the LDMG during the month of December.

### **SES**

The Julia Creek and Kynuna SES together with the local Police, Ambulance and Fire Fighters joined in a Christmas breakfast at the local Julia Creek swimming pool. This was a great morning enjoyed by all and a wonderful opportunity to come together on a social side.

The Julia Creek and Cloncurry SES team commenced their flood boat training, with 3 Julia Creek volunteers now fully trained in flood boat operations. This particular course comprised of 4 days in total training. The continued monthly training with QFES, QAS and QPS helps keep our emergency services working together as a team, gaining a strong understating of the designated roles and responsibilities for each member.



## 7.0 COMMUNITY SERVICES

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**7.1 Subject:** Community Services Monthly Report  
**Attachments:** Nil  
**Author:** Director Corporate and Community Services  
**Date:** 8 January 2020

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**Executive Summary:**

Council is presented with the monthly Community Services report, which provides an overview of the operations for the month of December 2019.

**Recommendation:**

*That Council receives the Community Services monthly report for December 2019.*

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

**InfoXpert ID:** 109764

**Julia Creek Caravan Park**

For the month of December, the park seen 130 adult and 31 children visitors. Total Revenue for the month equaled \$16,469.06.

Managers Marg & Phil Charlier have decided not to renew their contract and will cease work on Friday 24<sup>th</sup> January. Whilst the recruitment process is underway, we have engaged relief Managers Ivo and Emily who will join us for a 2 day handover and care take the park until permanent Managers are engaged.

**Library and Funeral Services**

A short but busy month. Toys for the children were purchased with First Five Forever funding and shared between McKinlay Library and the Kindy as well as Julia Creek.

We finished with a festive last Friday Library for the year with ice cream and cake .

This left us with the school holiday program where we were busy making our beautiful Christmas Tree and then the decorations to fill it up.



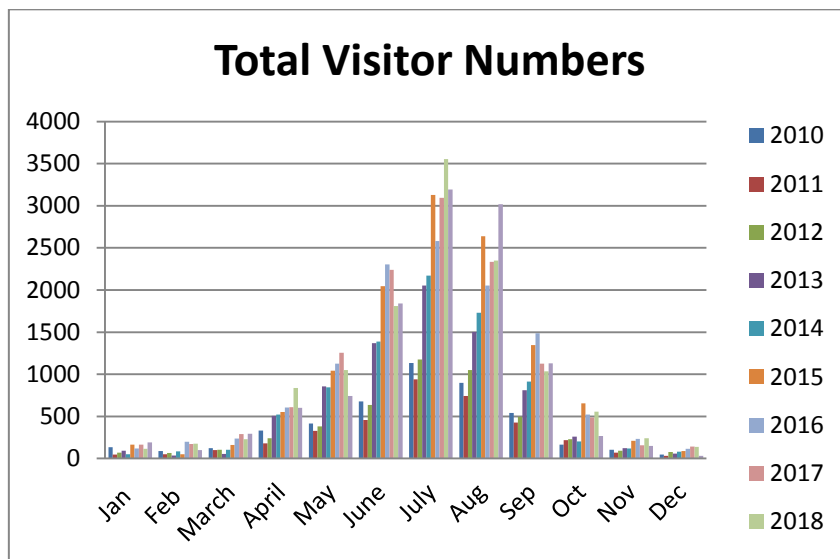
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**Tourism**

***Total Visitor Numbers for December 2019 – 31***

There were 31 visitors to the Julia Creek Visitor Information Centre in December 2019 compared with 8 visitors in December 2018 – a increase of 287.5% between 2018 and 2019 figures. There have been 11,561 visitors to the Julia Creek Visitor Information Centre in ther 2019 calendar year compared with 12,091 in 2018 - a decrease of 4.38% between 2018 and 2019 figures.



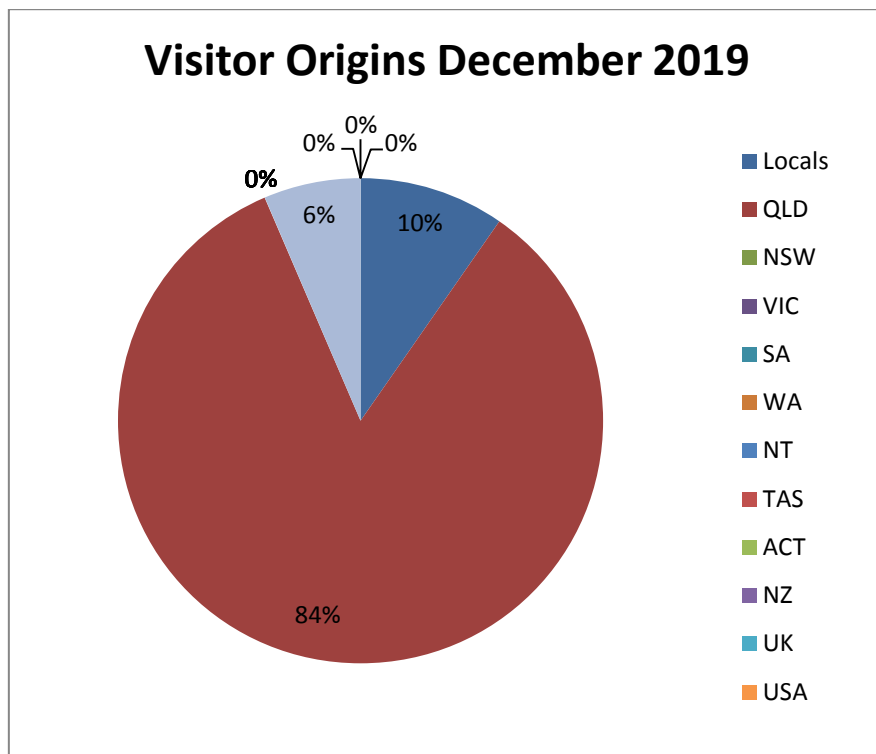




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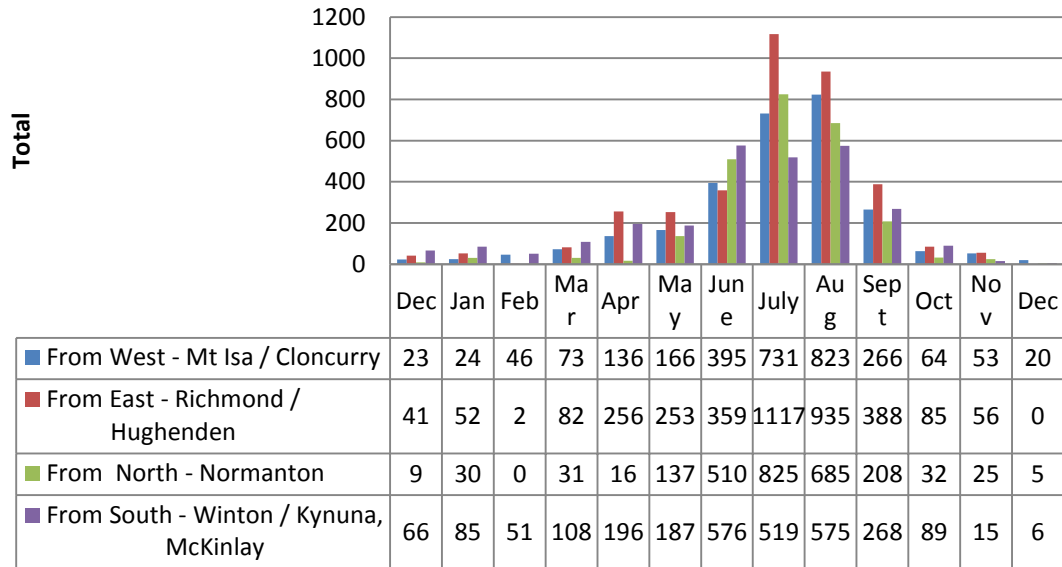
**Total Locals for December 2019 – 3**

There was a total of 3 local visitors to the Julia Creek Visitor Information Centre in December 2019 compared with 31 in December 2018 – a decrease of 90.32% in figures between 2018 and 2019. There have been 350 local visitors to the Julia Creek Visitor Information Centre in 2019 compared with 429 visitors in 2018 – a decrease of 18.41% between 2018 and 2019.



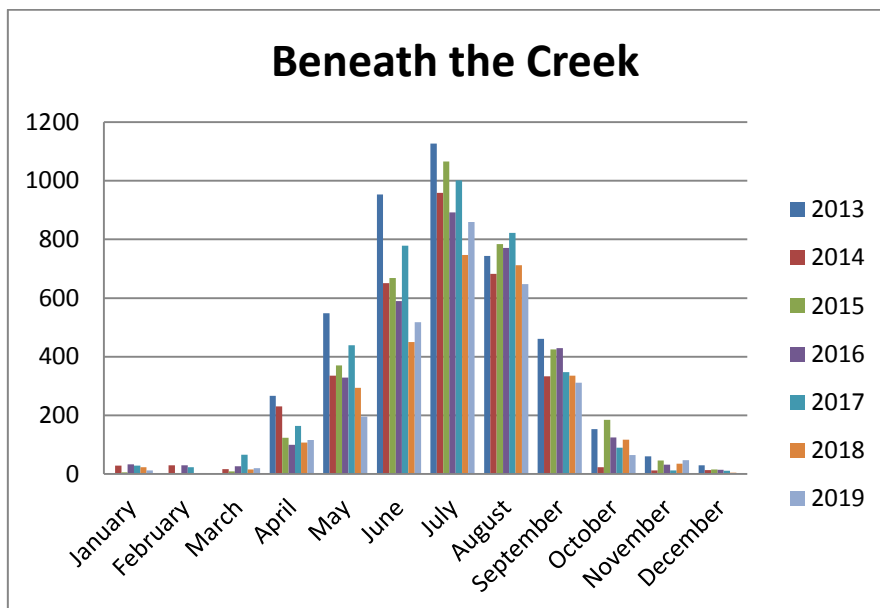


## North West Regional Statistics December 2018 - December 2019



### *Beneath the Creek*

There were 0 entries to 'Beneath the Creek' in December 2019 compared with 5 in December 2018. There have been 2798 entries to Beneath the Creek in the Year to Date (YTD) compared with 2844 over the same period in 2018 which represents 1.61% decrease over the same period.





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**VR Experience**

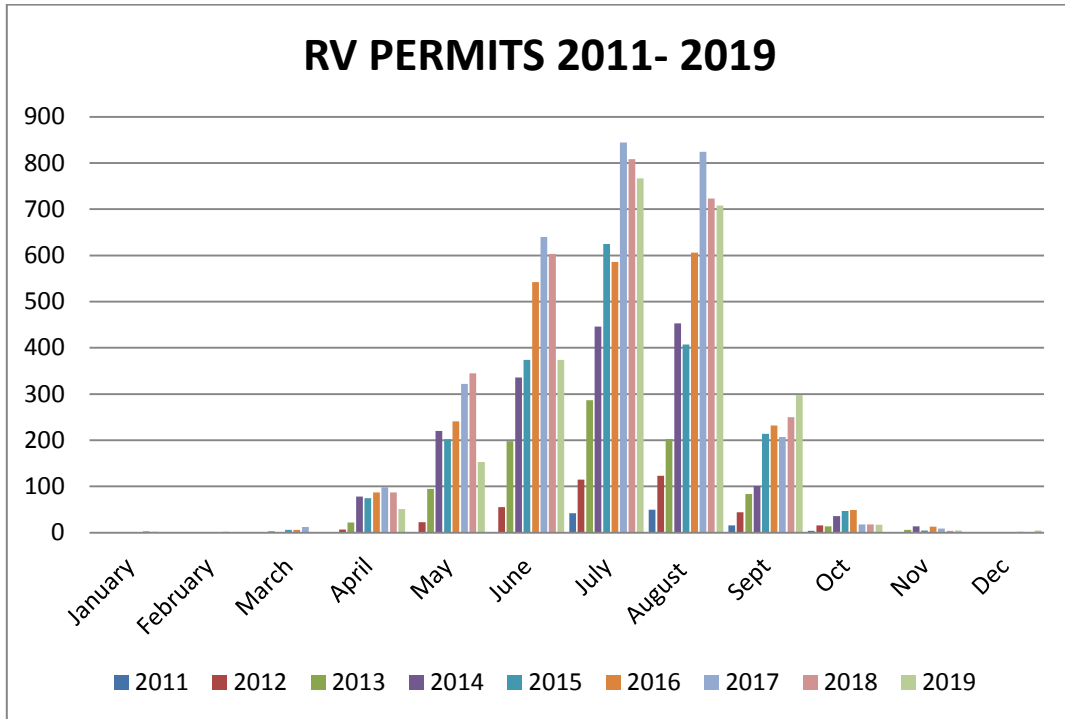
	2018	2019
January		10
February		0
March		6
April		10
May		23
June		140
July		334
August		84
September		39
October	12	17
November	7	0
December	2	0
<b>Total</b>	<b>21</b>	<b>646</b>

**Digital Figures**

	Facebook Page Likes		Instagram Likes		Websites	
	MSC	JC VIC	MSC	JC VIC	MSC	JC VIC
1 December	5910	3964	803	1501	<b>Sessions</b>	<b>Sessions</b>
31 December	5908	3972	810	1540	1900	278
<b>% Increase</b>	<b>(0.03%)</b>	<b>0.20%</b>	<b>0.87%</b>	<b>2.60%</b>	<b>Users</b>	<b>Users</b>
-	-	-	-	-	1200	250

***RV Site Permits and Expenditure – 5 in December 2019***

There were 5 RV Site Permits issued in December 2019 and 1 in December 2018 which represents a 400% increase. There have been 2378 RV Site Permits issued in the Year to Date (YTD) compared with 2842 over the same period in 2018 which represents a 16.32% decrease.



## Julia Creek Early Learning Centre

### Current Enrolments

There are 41 Children enrolled at the Service

- 10 attend casually
- 3 on the waitlist

### Changes to Enrolments

One child dropped back to casual – due to sibling going off to school

One child dropped back to casual- family did not want to pay reduced rate of school holiday period,

Ten children have moved on to school to commence prep.

### Attendance

The centre had 167 attendances over the 14 days of care offered during the month of December.

This equated to an average of 11.9 children per day.



**Significant events:**

- Children moving on to school started to cease enrolments over December
- Children went on various excursions in town: Library, Fire station, Ambulance station, Top Office supper room for a movie
- Power was out for one day we only run a half session as there was no air-conditioning
- Air conditioner stopped working one day so we closed at lunch time due to extreme temperatures
- End of year clean out continued, yards were cleared in preparation for works to be completed over the closure period
- Kinder graduation ceremony and Christmas Party was held at CSA, fundraising committee provided the jumping castle
- Closure period 20<sup>th</sup> December – 13 January

**Swimming Pool**

Statistics

<b>ENTRIES</b>	<b>SWIMMERS</b>
Adult Entry	3
Child Entry	5
<b>Season Passes / Family Pass</b>	
Adult	149
Child	259
Swim Lessons/ No Charge	38
After School Care/ No Charge	23
J/C Swimming Club/ No Charge	
Aged Care/ No Charge	
<b>Triathlon Training/ No Charge</b>	
Adult	
Child	
J/C State School/ No Charge	32
<b>Caravan Park Tokens</b>	
Adult	53
Child	64
<b>Free Sunday</b>	
Adult	
Child	
<b>Total Swimmers</b>	<b>626</b>

**MAINTANENCE/ INFRASTRUCTURE**

The Water Park Pump is due to be fixed Thursday 9<sup>th</sup> January, the pool will be closed for the day whilst repairs are made.



## **Sport & Recreation**

### **School Holiday Program:**

Local children were able to enjoy two weeks of school holiday activities in the lead up to the Christmas break. These activities included lots of arts and craft, swimming, fishing, Mount Isa Movie Trip, library fun including building and decorating a Christmas Tree, Christmas dress-ups and Christmas cooking. More activities will be held in the January holidays prior to the commencement of Term 1.

### **Sports for Bush Kids:**

During the last week of Term 4 I was able to travel to Mount Isa and assist with the ICPA Sports for Bush Kids week. It was another great opportunity for children from remote areas to be exposed to a wide variety of sports with specialised coaches.

### **Daren Ginns Centre Upgrade:**

Council has met all pre-construction requirements as per the funding agreement with Sport and Recreation Qld. The planned date for the beginning of construction is January 27 in 2020. Council will release more information to the community early in the New Year.

### **Sport and Recreation Disaster Funding:**

Minor repairs and maintenance were conducted at the Pony Club facility in conjunction with the funding Council received following the flood event. It is planned a large majority of the works will be completed in 2020 to allow clubs sufficient time to plan and schedule works.

### **CHSP/HACC:**

Exercise programs concluded for the Christmas break during the month and will recommence in January. Programs will still focus on general strength and conditioning to assist elderly community members.

## **Community Health**

Community Nurse only worked up until 20/12/2019 due to the Christmas-New Year closure.

Attended CAN meeting 5/12/2019.

Accompanied x2 CHSP clients to the gym x2 this month to promote general wellbeing and help prevent falls.

1 x assessment for ILU applicants (a married couple) attended 16/12/2019.

Multiple CHSP clients required significant planning and preparation to cover the Christmas period as health services, including the GP, were due to wind down for 7-10 days.



The Community Nurse seen 3 non-CHSP clients in December. Clinical notes for those visits are now recorded on 'Communicare', the NWHHS computer system.

Time spent with those x 3 non-CHSP clients = a) x 2 OoS = 90mins, b) x 3 OoS = 150mins, c) x 2 OoS (including x 2 transports) = 60mins

TOTAL Non-CHSP client visits = x 7 Occasions of Service for 300 minutes spent.

### Health Promotion

Nil formal health promotion conducted this month.

CHSP OCCASIONS of SERVICE (OoS)		
	OoS	Hours
Nursing Care	50*	31.3
Personal Care	20*	6.4
Transport to medical appointments	12	Time included under Nursing Care
GP escorts	4	Time included under Nursing Care
Telehealth appointments	2	Time included under Nursing Care
<b>Total</b>	<b>70*</b>	<b>37.7</b>

### CHSP - Community Home Support Program

#### Events and Activities

We had our yearly trip to Mount Isa in December along with a nice lunch at the Buffs Club. Our MOW volunteers were invited along to our Christmas break up party to thank them for the generous time given throughout the year. We all had some great fun, and a few laughs playing some Christmas games.

#### Statistics

CHSP currently have a total of 31 clients.

Service Offered	Number of Clients
Transport	51 Two way trips
Social Support	Visits 24
Personal Care	13 Visits 2 Clients (Community Nurse)



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EXERCISE	CLIENTS SESSIONS
Shopping	3 Trips (2 attendees, 2 pickup)
GAMES	9 Attended (3 sessions)
Luncheon	27 Attended (2 sessions) visitors
Meals on Wheels	29 Meals delivered
Home Maintenance	50 lawns mowed 25 clients
Domestic Assistance	9 clients, 32 visits
Pub Lunch	12 Clients 1 SESSION
Clients Transported for Doctors Appointments	4 CHSP clients





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**7.2 Subject:** Community Benefit Assistance Scheme  
**Attachments:** Nil  
**Author:** Director Corporate & Community Services  
**Date:** 15<sup>th</sup> January 2020

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**Executive Summary:**

The first round of the 2019/20 Community Benefit Assistance Scheme was advertised throughout October and November and provides local clubs and community groups assistance with equipment, infrastructure and volunteer support.

**Recommendation:**

*That Council fund McKinlay Race Club \$2,399.50 under the Community Benefit Assistance Scheme program.*

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**Background:**

The Community Benefit Assistance Scheme offers dollar for dollar funding to local community groups under the categories of infrastructure, equipment and volunteer support. Council sets aside \$20,000 of its yearly budget to provide support for local clubs and community groups. The first round for 2019/20 was advertised throughout October and November. Only one application was received for the first round.

The McKinlay Race Club applied under the equipment stream to purchase a skid mounted pump which will be used to spray the track prior to the wet season to prevent the growth of weeds. The total cost is \$4,799 from which club is seeking \$2,399.50.

**Consultation:**

The application was assessed by Cr Royes and Director Corporate & Community Services, and recommended for approval.

**Legal Implications:**

Nil

**Policy Implications:**

The application was assessed in accordance with Council's Community Grants Policy and procedure.

**Financial and Resource Implications:**

The Community Benefit Assistance Scheme has a budget of \$20,000 for the 2019/20 financial year. The total funding recommended for approval is \$2,399.50 which will leave a remaining balance of \$17,600.50.

**InfoXpert Document ID:** 109531



**7.3 Subject:** Monsoonal Flooding Event Donations  
**Attachments:** Nil  
**Author:** Director Corporate & Community Services  
**Date:** 15<sup>th</sup> January 2020

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**Executive Summary:**

Following the 2019 Monsoonal Flooding Event, Council received a considerable amount of donations which were then distributed to local community groups and organisations to provide support in the recovery process in the wake of the event.

**Recommendation:**

*For Council Consideration*

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**Background:**

The 2019 Monsoonal Flooding Event Donations was provided to local community groups with the aim of providing support with the recovery process in the wake of the event. In order for organisations to be eligible to receive funding, groups were required to a Non-Profit organization and have a current ABN. Following this, Council aimed to focus the disbursement of these funds to:

- Established community groups to assist in hosting their annual events
- Not-for-profit groups to support the purchase of equipment or infrastructure which are key to their core operations. (No matching funding required from the group).
- Any organisation organising an event for the benefit of McKinlay Shire community which promotes community connectedness.

Upon reviewing the application received from the McKinlay QCWA, it appears the organisation has not met the above criteria as the planned works involve repairs and maintenance to their existing building (which aren't a result of flood damage). Additionally, the funding requested will not be utilised to host or support an event.

An alternative source of funding the organisation could access to support the repairs and maintenance is the 2019/20 Community Benefit Assistance Scheme where Council can match applications dollar-for-dollar.

**Consultation:**

This application was assessed by Cr Shauna Royes and Director Corporate & Community Services.

**Legal Implications:**

Nil

**Policy Implications:**

The application was assessed in accordance with Council's 2019 Monsoonal Flooding Event Donations Disbursement Policy.



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**Financial and Resource Implications:**

The Monsoonal Flood Donations have a remaining balance of \$8,100 and Community Donations have a remaining balance of approximately \$14,000.

**InfoXpert Document ID:**

109537



**7.4 Subject:** MSC Donations to Bushfire Relief  
**Attachments:** Nil  
**Author:** Director Corporate & Community Services  
**Date:** 15<sup>th</sup> January 2020

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**Executive Summary:**

During and following the monsoonal event, our Shire was overwhelmed with support from a variety of charities and organisations providing relief and support to our community in a numerous ways. To reciprocate this support, Council will investigate ways in which support can be provided to those severely affected by the devastating bushfires in New South Wales and Victoria.

**Recommendation:**

*For Council Consideration*

---

**Background:**

The 2019 Monsoonal Flooding Event was a harrowing time for our community, however the devastation from the recent bushfires across Australia is almost incomprehensible. Below are some statistics published on January 3 2020 regarding the destruction of land, homes, livestock, animals and lives.

- NSW/ACT: 16 casualties, 1 missing; 3.6 million hectares burned; 1365 homes destroyed; over 140 fires still burning
- VIC: 2 casualties, 28 missing; more than 780,000 hectares burned; 68 homes destroyed (expected to rise); 50 fires still burning
- SA: 1 casualty; more than 100,000 hectares burned; 88 homes destroyed; 14 fires still burning
- QLD: 250,000 hectares burned; 45 homes destroyed; 33 fires still burning
- WA: 1.5 million hectares burned; 1 home destroyed; 35 fires still burning
- TAS: 8,000 hectares burned; 2 homes destroyed; 23 fires still burning
- NT: 5 fires still burning; 5 homes destroyed

Similar to the flood, there are a significant amount of monetary and other donations being received by a large number of charities and organisations raising significant amounts of money to assist those affected. A majority of organisations are nationally recognizable; however there are some set up to directly assist communities and shires that have been severely affected. Some noteworthy foundations include:

- State Fire Services: Victorian Country Fire Authority, NSW Rural Fire Service, South Australia's Country Fire Service, Rural Fire Brigades Association Qld
- Red Cross Disaster Relief



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- Salvation Army
- St. Vincent De Paul
- Givit
- Blazeaid
- Rotary Bushfire Appeals (National Bushfires Appeal, SA Bushfire Relief, Qld Bushfires Relief, WA Bushfire Relief, Yorke Peninsula Bushfire Relief, Macleay Valley Bushfire Relief, Armidale & Northern Tablelands Bushfire Relief, Taree & Mid Coast NSW Bushfire Relief, Bushfire traumatized farmers in need)
- Foundation for Rural and Regional Renewal Disaster Resilience and Recovery Fund
- Kangaroo Island Mayor's Relief
- State Emergency Relief Fund
- Gippsland Emergency Relief
- GoFundMe pages directly supporting townships, communities and families affected

Lastly, Council's Sport and Recreation and Community Development Officers have been liaising with community members and plan to discuss with local sporting and community organisations to host a charity or fundraising event in Julia Creek from which they will donate profits to affected communities. This could involve a shire-wide cricket match with donations being sought from local business to conduct fundraising raffles/auctions as well as hosting a BBQ and Bar as part of the event.

**Consultation:**

This report completed with consultation from Mayor and Director Corporate & Community Services

**Legal Implications:**

Nil

**Policy Implications:**

Nil

**Financial and Resource Implications:**

The Community Donations budget has a remaining balance of approximately \$14,000.

**InfoXpert Document ID:**

109536



**7.5 Subject:** Financial Support for Tourism Activation Project – The Friday Night Debrief  
**Attachments:** Nil  
**Author:** Director Corporate & Community Services  
**Date:** 15<sup>th</sup> January 2020

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**Executive Summary:**

The purpose of this report is to seek Council's approval to commit \$10,000 to support the development of a pilot television script and a commitment to support a business case scoping the feasibility of producing a television series of *The Friday Night Debrief*, a book written by Kylie Asmus.

**Recommendation:**

*That Council agrees to committing \$5,000 to be paid to Richmond Shire Council (in their capacity as secretariat of the Overlander's Way) by the end of January 2020 and an additional \$5,000 to be committed to support the grant application, paid at a later date when the Remote Area Board (RAB) funding is announced.*

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**Background:**

On 19<sup>th</sup> December 2019, Richmond Shire Council in their role as Overlander's Way Secretariat, wrote to Council to request our financial support for a Tourism Activation Project by committing \$10,000. The project is to develop a pilot episode and prospectus (\$5,000 commitment from McKinlay Shire Council by January 2020) and matched funding towards a RAB grant that will be utilised to fund a business case scoping feasibility of the project as a whole (additional \$5,000 commitment at a date to be advised) to attract a television producer to create a series based on the Kylie Asmus book, *The Friday Night Debrief*.

**The Project**

- The Overlander's Way group, in collaboration with community and industry partners, will champion the production.
- Kylie Asmus has confirmed a meeting with a high-profile Australian Talent Management Company.
- Townsville City Council have agreed to work on the RAB grant and continue to support the steering committee.

**Funding commitment from McKinlay Shire Council**

1. \$5000 commitment by end of January 2020 - Writing a pilot episode and developing a prospectus in order to attract a producer to the project.
2. \$5000 paid at a later date – Matched funding towards a RAB grant that will be utilised to fund a business case scoping the feasibility of the project as a whole.



### **Benefits**

- The project has the potential to be a significant driver of tourism in the region.
- Financial modelling indicates the potential economic benefit to the region is nearly \$2 million and the creation of 35 jobs.
- Increased flow on tourism and brand awareness of the Overlander's Way.

### **About the Book**

The Friday Night Debrief is a romantic comedy that follows Kylie McManus as she leaves her home town of Mount Isa to take a job in Townsville. Alone in a new town, 27-year-old Kylie struggles to find herself and the life she so desperately wants. Hitting rock bottom, she makes a decision to turn bad situations into positive ones. She also joins a sport - Outrigging. One Friday night Kylie invites some of her teammates back to her flat for drinks and to debrief about their weeks. This becomes The Friday Night Debrief (The FND). The Friday Night Debriefers talk about the highs and lows of their week and receive open and honest feedback to support them in the midst of their crisis/conundrum. Outgrowing Kylie's flat, The FND evolves into a cabaret-style chat show with Kylie's gay friend and co-host Hayden transforming into a beautiful cross-dressing starlet. Kylie has a knack for getting herself into embarrassing and hilarious situations, which are shared with her new friends. As she celebrates positive changes in her friends' lives, there is still something missing in her own. Dare she believe in her own happy ever after? But just when Kylie looks like having it all, she may lose everything.

### **Consultation:**

#### **Legal Implications:**

Nil

#### **Policy Implications:**

N/A

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

Commitment of \$10,000

#### **InfoXpert Document ID:**

109710

# Richmond Shire Council

65 Goldring Street, Richmond, N.Q. 4822  
P.O. Box 18, Richmond, N.Q. 4822  
Telephone: (07) 4719 3377  
Facsimile: (07) 4719 3372  
Email: enquiries@richmond.qld.gov.au  
ABN: 47 039 843 844



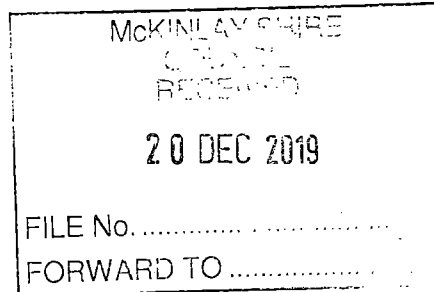
Please address all communications to the Chief Executive Officer

Our Ref.: JW:tsg

Your Ref.:

19 December 2019

Mayor Belinda Murphy  
McKinlay Shire Council  
PO Box 117  
JULIA CREEK QLD 4823



Dear Belinda,

## **RE: Financial support for Tourism Activation Project – *The Friday Night Debrief***

I write to you to request your support with an innovative initiative that aims to drive visitation and an associated economic uplift to your LGA.

You may be aware of this exciting opportunity, however in brief it is as follows:

- The Overlanders Way group, in collaboration with community and industry partners is championing the production of a new made for streaming series 'The Friday Night Debrief';
- Based on the quirky and engaging book by Mt Isa local Kylie Asmus, this project has the potential to be a significant driver of tourism for the region;
- Although we are well advanced in terms of project realisation, in order to take the next steps to deliver something unique to the regions, support is required.

### **Benefits:**

Financial modelling indicates the potential economic benefit to the region should this work proceed is an injection of nearly \$2 million, and the creation of at least 35 jobs.

The project will also deliver the following social and economic benefits:

- Increase in tourism and attendance at key events along the Overlanders Way;
- Increase in drive tourism across expanded market segments;
- Improved perceptions regarding safety along the Overlanders Way, including road and personal safety.

### **Get involved:**

This letter seeks your support to achieve the above via an investment of \$10,000. This investment will facilitate the following:

- Writing a pilot episode and developing a prospectus in order to attract a producer to the project - \$5,000; and



- Matched funding towards a Remote Area Board grant that will be utilised to fund a business case scoping feasibility of the project as a whole - \$5,000

**Next Steps:**

The \$5000.00 commitment to support development of the pilot script is to be paid by the end of January to the Richmond Shire Council (in the capacity of secretariat of the Overlanders way Group).

The additional \$5000.00 will be a commitment in writing to support the grant application, paid at a later date when the RAB funding is announced.

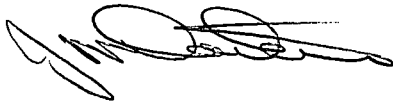
The RAB application will be made by the Overlanders way group, where Richmond Shire Council are currently the secretariat and chair, and proposal to then be presented to the Mitez executive board meeting on the 14<sup>th</sup> of Feb 2019 for approval to proceed.

The project is currently well advanced, with the following key items worthwhile of noting:

- Kylie Asmus (author) has confirmed a meeting with a high-profile Australian Talent Management Company regarding the Friday Night Debrief project;
- Steering committee consisting of key stakeholders confirmed; and
- Townsville City Council have agreed to work on the RAB grant and continue to support the steering committee in the negotiations with the producer and other producers that have been highlighted from past meetings.

Should you wish to support this exciting economic development project, please let me know at your earliest convenience.

Kind Regards,



John Wharton AM  
Mayor  
Richmond Shire Council

Phone: 07 4741 3277  
Mobile: 0427 777 660  
Fax: 07 4741 3308  
Email: [mayor@richmond.qld.gov.au](mailto:mayor@richmond.qld.gov.au)

50 Goldring Street Richmond  
PO Box 18  
RICHMOND QLD 4822



**Economic Impact - Detail**  
**Flow-on Impacts – Townsville-Overlander Netflix Documentary**

**Results**

The project generates \$1.9M in additional tourism spending supporting 35 jobs.

**Methodology**

Revenue is based on assumption that the documentary project has the potential to attract additional visitors – 1% increase from average annual levels.

*From Tourism & Events Queensland data for year ending June 2019:*

Total domestic holidayers to Townsville = 426,000 1% = 4260  
 Total international holidayers to Townsville = 110,000 1% = 1100

New spending input from additional domestic holidayers = \$1.3M This being 4260 multiplied by av-night stay (3) by av-night spend (\$180)

New Econ Input from additional international holidayers = \$640K This being 1100 multiplied by av-night stay (10) by av-night spend (\$58)

Total new spend = \$1.3M + \$640K = \$1.9M

**Impact Summary**

<b>Townsville City Council - Modelling the effect of adding \$1.9m sales in Accommodation and Food Services - Inflation adjusted</b>				
<b>Summary</b>	<b>Output (\$m)</b>	<b>Value-added (\$m)</b>	<b>Local jobs</b>	<b>Residents jobs</b>
Starting position Townsville City Council (year ended June 2018)				
Accommodation and Food Services	648.36	303.02	7,875	8,166
All industries	20,373.22	9,481.92	96,874	100,636
Impacts on Townsville City Council economy				
Direct impact on Accommodation and Food Services sector	1.90	0.89	23	
Industrial impact	1.30	0.50	4	
Consumption impact	1.02	0.49	5	
Total impact on Townsville City Council economy	4.23	1.88	32	31
Type 1 multiplier (direct & industrial)	1.69	1.57	1	

Type 2 multiplier (direct, industrial & consumption)	2.22	2.11	1	
Impact on Queensland economy				
Total impact - Queensland outside Townsville City Council	0.32	0.14	2	2
Total impact Queensland economy	4.54	2.02	34	33
Impact on Australian economy				
Total impact outside Queensland economy	0.71	0.32	3	3
Total impact on Australian economy	5.25	2.34	37	36



## 8.0 CORPORATE SERVICES

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Ordinary Meeting of Council Tuesday 28<sup>th</sup> January 2020

**8.1 Subject:** Corporate Services Report  
**Attachments:** Nil  
**Author:** Corporate Services Team Leader  
**Date:** 17<sup>th</sup> January 2020

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**Executive Summary:**

The Corporate Services Report as of 31 December 2019 which summarises the financial performance and position is presented to Council.

**Recommendation:**

*That Council receives the monthly Corporate Services Report for the period ending 31 December 2019.*

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**Report:**

The Corporate Services Report compares actual performance to date with the Council's proposed 2019-2020 Budget and provides information, budget variances or any financial risks/concerns. Please note that the figures may change as end of year accruals are yet to be processed.

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 it's 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:**

Income has increased \$2,857,327 this month. A large portion of this income was from Queensland Reconstruction Authority. Income includes \$1,670,645.78 for the betterment funding of the Gilliat/McKinlay Road and \$714,325.66 for submission McSC.0009.1819E.REC.

Expenditure increased \$1,368,351 this month. This month, \$1,067,927 was flood damage expenditure.



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<b>INCOME STATEMENT SUMMARY</b>				
	<b>Actuals</b>	<b>Variance</b>	<b>YTD Budget</b>	<b>Full Year Budget</b>
<b>Total Income</b>	19,742,774	113%	17,402,536	34,805,072
<b>Total Expenses</b>	(13,241,369)	160%	(8,289,050)	(16,578,099)
<b>Net Result</b>	<b>6,501,405</b>	<b>71%</b>	<b>9,113,487</b>	<b>18,226,973</b>
Less Capital Revenue	14,910,836	122%	12,261,991	24,523,982
<b>Operating Result (excl. Capital</b>	<b>\$ (8,409,431)</b>	<b>267%</b>	<b>\$ (3,148,505)</b>	<b>\$ (6,297,009)</b>

<b>STATEMENT OF FINANCIAL POSITION</b>			
	<b>2020 Actuals</b>		<b>2019 Actuals</b>
Current Assets	23,531,379		19,301,548
Total Non-Current Assets	207,821,624		205,710,184
<b>Total Assets</b>	<b>231,353,002</b>		<b>225,011,732</b>
Total Current Liabilities	1,201,103		1,755,711
Total Non-Current Liabilities	152,909		152,910
<b>Total Liabilities</b>	<b>1,354,013</b>		<b>1,908,621</b>
<b>Net Community Assets</b>	<b>\$</b>	<b>229,998,990</b>	<b>\$ 223,103,111</b>
<i>Community Equity</i>			
Asset Revaluation Surplus	78,320,428		78,320,427
Retained Surplus	151,278,362		144,382,684
Reserves	400,000		400,000
<b>Total Community Equity</b>	<b>\$</b>	<b>229,998,790</b>	<b>\$ 223,103,111</b>

\*Note \$200 difference due to timing of transfer between trust and general account

<b>STATEMENT OF CASH FLOWS</b>		
	<b>2020 Actuals</b>	<b>2019 Actuals</b>
<b>Cash Flows from Operating Activities</b>	(5,299,969)	2,394,722
Receipts, Payments & Interest Received		
Borrowing Costs		
<b>Cash Flows From Investing Activities</b>	11,169,730	893,869
Payments and Proceeds for PPE		
Capital Income		
<b>Cash Flows from Financing Activities</b>	-	-
Loan Payments		
Net increase (decrease) in cash held	5,869,761	3,288,591
Cash at beginning of the financial year	16,150,832	12,862,241
<b>Cash at the end of the period</b>	<b>\$ 22,020,593</b>	<b>\$ 16,150,832</b>



Ordinary Meeting of Council Tuesday 28<sup>th</sup> January 2020

Summary By Departments						
Department	Revenue			Expenditure		
	Actuals	%	Budget	Actuals	%	Budget
Infrastructure & Works	15,395,339	58%	26,421,630	9,337,862	38%	24,525,878
Governance & Partnerships	34,095	0%	34,095	446,384	48%	936,958
Corporate Services	3,200,965	56%	5,712,892	730,434	44%	1,642,926
Economic Development	113,968	35%	328,747	419,032	36%	1,151,560
Community Services	1,255,957	67%	1,877,112	1,786,343	43%	4,127,027
Health Safety & Development	35,581	36%	99,748	328,743	48%	678,150
Environmental Management	115,856	35%	330,848	207,283	34%	605,600
	<b>20,151,760</b>	<b>58%</b>	<b>34,805,072</b>	<b>13,256,080</b>	<b>39%</b>	<b>33,668,099</b>

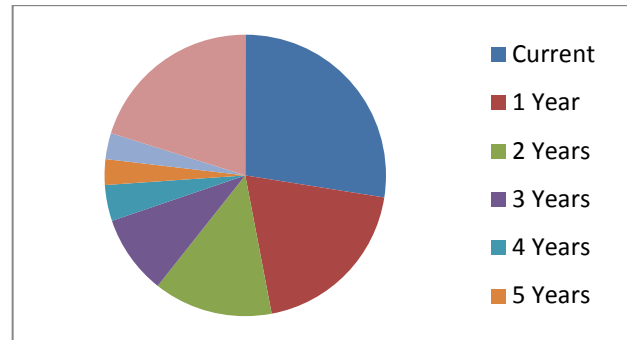
## Capital Works Program 2019-2020 Version 1.1

Infrastructure & Works	Actuals	Budget	Grants/Other
Roads	\$1,521,285.74	\$6,750,387.00	\$6,600,387.00
Wastewater	\$388,843.42	\$471,550.00	\$0.00
Water	\$44,039.96	\$1,656,000.00	\$1,050,000.00
Transport	\$19,854.76	\$60,000.00	\$0.00
Other	\$494,551.66	\$1,636,500.00	\$0.00
<b>Subtotal</b>	<b>\$2,468,575.54</b>	<b>\$10,574,437.00</b>	<b>\$7,650,387.00</b>
Environmental Management	Actuals	Budget	Grants/Other
Reserves	\$40,660.58	\$200,500.00	\$0.00
<b>Subtotal</b>	<b>\$40,660.58</b>	<b>\$200,500.00</b>	<b>\$0.00</b>
Community Services & Facilities	Actuals	Budget	Grants/Other
Community Buildings & Other Structures	\$779,957.64	\$2,476,773.03	\$1,464,474.57
Parks & Gardens	\$131,778.10	\$402,387.00	\$10,000.00
Council Housing	\$13,023.75	\$47,000.00	\$0.00
<b>Subtotal</b>	<b>\$924,759.49</b>	<b>\$2,926,160.03</b>	<b>\$1,474,474.57</b>
Corporate Services	Actuals	Budget	Grants/Other
Corporate Buildings & Other Structures	\$63,129.29	\$63,700.00	\$80,000.00
Other	\$510.00	\$30,000.00	\$0.00
Economic Development	\$0.00	\$450,000.00	\$200,000.00
<b>Subtotal</b>	<b>\$63,639.29</b>	<b>\$543,700.00</b>	<b>\$280,000.00</b>
<b>Total</b>	<b>\$3,497,634.90</b>	<b>\$14,244,797.03</b>	<b>\$9,404,861.57</b>



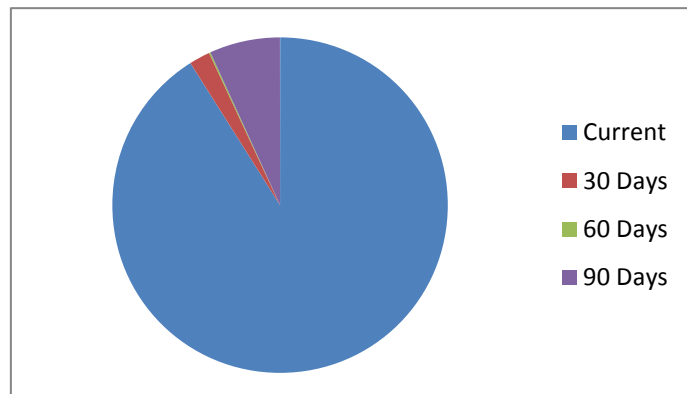
## Outstanding Rates

	Dec-19	Nov-19
<b>Current</b>	35,618	48,046
<b>1 Year</b>	32,308	34,023
<b>2 Years</b>	22,293	23,894
<b>3 Years</b>	11,843	15,866
<b>4 Years</b>	6,353	7,234
<b>5 Years</b>	5,129	5,139
<b>5+ Years</b>	5,246	5,246
<b>Interest</b>	33,144	35,175
<b>Total</b>	<b>151,934</b>	<b>174,623</b>



## Outstanding Debtors

<b>Total</b>	<b>323,153.00</b>
<b>Current</b>	294,192.85
<b>30 Days</b>	6,478.21
<b>60 Days</b>	490.01
<b>90 Days</b>	21,991.93



### Consultation:

- Director of Corporate and Community Services

### Legal Implications:

### Policy Implications:

### Financial and Resource Implications:

### InfoXpert Document ID:

109570





## **CONFIDENTIAL**

**8.2 Subject:** Fraud Matter  
**Attachments:** Nil  
**Author:** Director Corporate and Community Services  
**Date:** 8<sup>th</sup> January 2020

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### **Confidentiality:**

This report is CONFIDENTIAL in accordance with *Section 275 1(e) of the Local Government Regulation 2012*, which provides for a local government to resolve that a meeting be closed to the public if its Councillor's consider it necessary to discuss (*h*) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

### **Executive Summary:**

Council was subject to a fraud transaction in November 2019 and as a result monies were paid to a fraudulent account. Post the incident the account was closed and all monies taken. Council has reported this to the Australian Cyber Security Centre and the Queensland Policy. The Queensland Audit Office was also notified on 6 December 2019.

Council is now working with our insurers Jardine Lloyd Thompson (JLT) to establish how the incident occurred and whether Council can make a claim in relation to the loss under any relevant policy, most specifically our Cyber Policy.

### **Recommendation:**

*That Council note the report for information purposes.*

---

### **Background:**

14 November 2019: An email was received from what was believed to be the accounts manager of Elrose Plant Hire Pty Ltd, addressed to McKinlay Shire Council's Creditors Officer. The email advised that the bank details we have on file had been submitted for bank auditing and the business now wanted to receive payment into their other account. The Stores Officer of Council, also received the same email however this was addressed directly to the Stores Officer. As is the normal process, Stores forwarded their email onto creditors who dealt with the request. The new bank account details were not verified via a telephone call to the business.

15 November 2019: The payment was processed to the new bank account details, however the account number was incorrect (missing a digit) so the transaction bounced back into our bank account.

20 November 2019: The payment was processed again on the 20 November 2019 and transmitted to the amended bank account details and paid.

2 December 2019: Council finance department (creditors section) was notified by the business, Elrose Plant Hire, that the payment was still outstanding. The Corporate Services Team Leader called Elrose Plant Hire to address the situation. It was then discovered that the email advising the new bank account details was different to Elrose's email. As a result, Council staff contacted Suncorp Mount Isa branch immediately and given all details of the transaction to put a trace on it. The Chief Executive Officer was informed of the incident and that there was a high possibility of McKinlay Shire Council being victim to fraud. Fourier, Councils ICT provider, was contacted to explain the incident



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and the Corporate Services Team Leader forwarded the fraud email onto them to assess. Council staff are currently working with Fourier to provide a report to the insurers in order to establish just what has occurred.

3 December 2019: The Senior Fraud Investigator for Suncorp contacted the Corporate Services Team Leader to advise they have contacted the bank that received the transaction, who had advised that the bank account where the payment had been processed to had been emptied and closed.

### **Incident reporting**

The incident was reported to the Australian Cyber Security Centre and Council subsequently received an acknowledgement from Queensland Police Service (QPS). QPS referred the incident to the Victoria Police Service (VPS) as QPS determined that the person who committed the crime was located in Victoria. VPS stated that at this point, their process is to commence an investigation and they will be in contact once this has commenced.

### **Councils Approach**

Council staff are continuing to liaise with LGM Assets (Insurance) to see if there is any likelihood of recovering any of the funds lost under the Cyber Liability Policy. Initially, it was advised we were unable to claim any of the lost funds, however we are working with JLT directly to push up the case to Chubb as the Cyber Liability provider. Chubb are the underwriter of the Cyber Liability policy and would manage the claim if successful. It has been verbally advised by our insurer that it is unlikely that we will be able to recover the whole amount lost.

### **Status**

Council is working with Fourier to provide details of what has occurred so that we can provide this to JLT who can then work directly with Chubb to establish if this can be covered. Council staff will update Council once we have received formal advice to establish what further actions are required.

Council will look at all available policies for cover now and also put a range of risk mitigating procedures in place to ensure that this cannot occur again including training of all relevant staff.

### **Legal Implications:**

Criminal fraud – Council will await the outcome of the criminal investigation being conducted by the Victorian Police. This may take some time.

Council may need to conduct its own investigation into the incident following information supplied by Councils external ICT provider. This is not known at this point.

### **Key dates**

3 December 2019 – Alerted LGM Assets (Insurance) and forwarded email for them to assess.

4 December 2019 – Incident reported to Australian Cyber Security Centre.

6 December 2019 – Alerted Queensland Audit Office about incident.

### **Policy Implications:**

Fraud Policy; Investigations Policy. **Financial and Resource Implications:**

\$329,392.50 loss.

### **InfoXpert Document ID:**

109806



**8.3 Subject:** Mid Year Review of the 2019-2020 Operational Plan  
**Attachments:** 2019-20 Operational Plan and Capital Works Program  
**Author:** Corporate Services Team Leader  
**Date:** 20<sup>th</sup> January 2020

**Executive Summary:**

In accordance with section 174 (3) of the Local Government Regulation 2012, a written assessment of Council's progress towards implementing the annual operational plan for the quarter October to December 2019 is presented to Council.

**Recommendation:**

*That Council accepts the mid year review of the 2019-2020 Operational Plan.*

**Background:**

A summary is provided to Council of the preliminary operating surplus and the capital works program for the financial year 2019-2020:

### Capital Works Program 2019-2020 Version 1.1

Infrastructure & Works	Actuals	%	Budget	Grants/Other
Roads	\$1,521,285.74	23%	\$6,750,387.00	\$6,600,387.00
Wastewater	\$388,843.42	82%	\$471,550.00	\$0.00
Water	\$44,039.96	3%	\$1,656,000.00	\$1,050,000.00
Transport	\$19,854.76	33%	\$60,000.00	\$0.00
Other	\$494,551.66	30%	\$1,636,500.00	\$0.00
<b>Subtotal</b>	<b>\$2,468,575.54</b>	<b>23%</b>	<b>\$10,574,437.00</b>	<b>\$7,650,387.00</b>
<b>Environmental Management</b>	<b>Actuals</b>		<b>Budget</b>	<b>Grants/Other</b>
Reserves	\$40,660.58	20%	\$200,500.00	\$0.00
<b>Subtotal</b>	<b>\$40,660.58</b>	<b>20%</b>	<b>\$200,500.00</b>	<b>\$0.00</b>
<b>Community Services &amp; Facilities</b>	<b>Actuals</b>		<b>Budget</b>	<b>Grants/Other</b>
Community Buildings & Other Structures	\$779,957.64	31%	\$2,476,773.03	\$1,464,474.57
Parks & Gardens	\$131,778.10	33%	\$402,387.00	\$10,000.00
Council Housing	\$13,023.75	28%	\$47,000.00	\$0.00
<b>Subtotal</b>	<b>\$924,759.49</b>	<b>32%</b>	<b>\$2,926,160.03</b>	<b>\$1,474,474.57</b>
<b>Corporate Services</b>	<b>Actuals</b>		<b>Budget</b>	<b>Grants/Other</b>
Corporate Buildings & Other Structures	\$63,129.29	99%	\$63,700.00	\$80,000.00
Other	\$510.00	2%	\$30,000.00	\$0.00
Economic Development	\$0.00	0%	\$450,000.00	\$200,000.00
<b>Subtotal</b>	<b>\$63,639.29</b>	<b>12%</b>	<b>\$543,700.00</b>	<b>\$280,000.00</b>
<b>Total</b>	<b>\$3,497,634.90</b>	<b>25%</b>	<b>\$14,244,797.03</b>	<b>\$9,404,861.57</b>



Ordinary Meeting of Council Tuesday 28<sup>th</sup> January 2020

<b>Operational Budget</b>	<b>Actuals 31 December 2019</b>	<b>Variance</b>	<b>2019/20 Original Budget</b>
<b>Total Income</b>	19,742,774	57%	34,805,072
<b>Total Expenses</b>	(13,241,369)	80%	(16,578,099)
<b>Net Result</b>	<b>6,501,405</b>	<b>36%</b>	<b>18,226,973</b>
Less Capital Revenue	14,910,836	61%	24,523,982
<b>Operating Result (excl. Capital Revenue)</b>	<b>\$(8,409,431)</b>	<b>134%</b>	<b>\$(6,297,009)</b>

The programs contained in the 2019-2020 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 45% to 50% benchmark, subject to the nature of the program.

Any significant outcomes in a particular program, or actuals that are a lesser amount or exceeding the percentage benchmark, have been identified for Council's information. These programs are:

#### Infrastructure and Works

<b>Program</b>	<b>Percentage of Completion</b>		<b>Comment</b>
1.5 McKinlay Shire Depot	119%	Expenditure	Expenditure has exceeded the full budget amount. \$39,316.88 labour and \$87,101.59 materials and services. Will review expenditure.
2.3 Routine Maintenance to McKinlay Shire Road Network	28%	Expenditure	Expenditure performing below budget. \$125,948.48 labour, \$218,160.19 materials and services.
2.4 Shire Roads Signage Directional and Advisory	300%	Expenditure	Expenditure significantly over budget. Will need to review and monitor. Labour is the largest expenditure which has not been budgeted for.
6.1 Road Maintenance Performance Contract (RMPC)	16%	Revenue	Have received revenue for first three claims. Invoices for claims 4, 5 and 6 will be issued in 3rd quarter. Expenditure slightly ahead of budget.
6.2 Cannington/Toolebuc Road	7%	Revenue	Second quarter expenses not claim yet.
	11%	Expenditure	Second quarter expenses not claimed yet. Resealing and stabilisation works to commence March/April 2020 which will increase expenditure in the remaining part of the year.
6.3 Recoverable Works – Other	232%	Revenue	Fencing works for Department of Transport and Main Roads completed and invoices have been issued. Fencing works not budgeted for.
	272%	Expenditure	



### Corporate Services

Program	Percentage of Completion		Comment
2.2 Capital Grants	98%	Revenue	Innovation Hub grant not received. Drought Communities Program funding received in full. Monsoon Trough Grant received.
2.3 Insurance	111%	Revenue	All expected insurance claims received.
2.5 Other Revenue	84%	Revenue	Ahead of budget. Optus land rent received.
5.1 Work Cover	112%	Expenditure	Claims received for employee.

### Economic Development

Program	Percentage of Completion		Comment
1.1 Economic Development	59%	Revenue	Revenue ahead of budget as one solar levy payer paid off outstanding levy. Expenditure below budget as Economic Development Officer currently not working.
	24%	Expenditure	
2.1 Tourism & Promotional Program	97%	Revenue	Peak tourism season has seen excessive funds come in from the Visitor Information Centre for Beneath the Creek fees, merchandise and RV site donations.
3.1 Livestock Weighing & Cattle Train Loading	98%	Revenue	Aurizon's cattle loading agreement charges have increased leading to higher revenue. Has also been increased invoices issued for cattle weighing. With increased cattle weighing, labour expenditure is slightly over budget.
	60%	Expenditure	

### Community Services and Facilities

Program	Percentage of Completion		Comment
1.1 Community Services	20%	Expenditure	Expenditure is portion of wages for Director and Team Leader. Expenditure currently under budget, will review and monitor.
2.1 Community Development	-	Revenue	This program was originally within the Community Services Program. A new program was set up, so currently does not have a budget.
	-	Expenditure	
3.1 Julia Creek Caravan Park	71%	Revenue	Revenue is above budget due to success full tourism during the first half of financial year.
5.1 Julia Creek Library	890%	Revenue	Revenue well over budget due to Department of Human Services access point payment received of \$4,534.46 and the First 5 Forever Grant of \$1,781.61 has also been received. This revenue was not budgeted for. Expenditure below budget, compared
	36%	Expenditure	



Ordinary Meeting of Council Tuesday 28<sup>th</sup> January 2020

			to previous year, there hasnt been any large purchases for equipment.
5.2 McKinlay Library	32%	Expenditure	Expenditure below budget, as there has been small labour expenditure for the year.
7.2 Jan Eckford Centre	82%	Expenditure	Expected expenditure is mainly insurance premium, rates, pest control services and air conditioning cleaning, which have all been paid for. Will even out as year continues.
7.3 Regional Arts Development Funds (RADF)	88%	Revenue	RADF grant received. Expenditure below budget as only few RADF application have been paid. Expenditure will increase as the year continues.
	7%	Expenditure	
8.1 Support Community Organisations	28%	Expenditure	Expenditure below budget. Will review.
8.3 Community Donations	130%	Expenditure	This program will need reviewing. \$20,000 paid to Julia Creek P & C Association, \$5,000 paid to Julia Creek Hospital Auxiliary and \$908.38 paid to Kids of the Creek.
9.1 Work Program	115%	Expenditure	Large amount of expenditure is plant hire.
11.1 Parks, Gardens and Amenities	63%	Expenditure	Both labour and materials and services expenditure are performing over budget.
15.1 Council Housing and Other Properties	86%	Revenue	Capital grant for council housing received. Also rent received for 2 Netterfield Street from Ergon has increased the revenue. Expenditure over budget. There has been increases in expenditure with the new Netterfield residences.
	73%	Expenditure	

**Health Safety & Development**

Program	Percentage of Completion		Comment
1.1 Local Disaster Management Group and State Emergency Services (SES)	478%	Expenditure	Expenditure ahead of budget as small business grants have been allocated to this program.
2.1 Community Environmental Health & Safety Program	93%	Revenue	Revenue ahead of budget as annual food licenses and Commercial Use of Roads permits fees received. Expenditure is under budget as DERS has not booked time to this program compared to previous years.
	21%	Expenditure	
3.1 Local Law Enforcement	86%	Revenue	Animal registration fee, animal control fines and penalties revenue and animal boarding revenue is well over budget. Expenditure is over budget, will need to monitor.
	66%	Expenditure	
4.1 Town Planning	4%	Revenue	Revenue not inline with budget as only one building approval applications received. Expenditure above budget due to planning/consulting fees.
	70%	Expenditure	



**Environmental Management**

<b>Program</b>	<b>Percentage of Completion</b>		<b>Comment</b>
2.5 Pest Plant Control Program	14%	Expenditure	Works to commence in next half of year.
3.1 Stock Route and Reserve Program	14%	Revenue	Revenue not inline with budget as trustee lease holders have a 12 month moratorium on the payment of fees, commencing 1 February 2019, due to the leased areas being inundated by flood waters resulting in damages to infrastructure. Expenditure below budget. Expenditure will increase in next quarter as more works will be completed.
	36%	Expenditure	

**Consultation:** (Internal/External)

- Director of Community and Corporate Services
- Director of Environment, Regulatory Services and Engineering

**Legal Implications:**

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

**Policy Implications:**

Nil

**Financial and Resource Implications:**

Nil

**InfoXpert Document ID:**

109807

# Infrastructure & Works

*Corporate Plan Program & Strategies: Engineering Services*

## Program: 1. Engineering Administration

<b>1.1 Roads to Recovery (R2R)</b>	
Type:	Revenue - Capital Grant
Accountability:	Engineering & Works
Budget:	<b>Budget Revenue \$560,387</b> <b>Budget Expenditure \$0</b>
Actuals:	\$ 150,000
Percentage of Completion:	27%
Description:	Receive capital grant from the Australian Federal Government, Department of Infrastructure and Transport for road infrastructure as eligible in the Roads to Recovery Procedures. Expenditure on the R2R projects are completed through Council's Capital Works program.
Comments	1st quarterly payment received. 2nd payment expected in 3rd quarter.
<b>1.2 Transport Infrastructure Development Scheme (TIDS)</b>	
Type:	Revenue - Capital Grant
Accountability:	Engineering & Works
Budget:	<b>Budget Revenue \$500,000</b> <b>Budget Expenditure \$0</b>
Actuals:	\$ 1,049,555
Percentage of Completion:	210%
Description:	Capital Grant received from the Queensland Government Department of Transport and Main Roads to allocate to Shire roads as per the McKinlay Road Strategy Report. Expenditure on the TIDS projects are completed through Council's Capital Works program.
Comments	Combo Waterhole Capital Grant has been allocated to this program. Combo Road revenue will be transferred to the correct program in 3rd quarter.
<b>1.3 Combo Waterhole Capital Grant</b>	
Type:	Revenue - Capital Grant
Accountability:	Engineering & Works
Budget:	<b>Budget Revenue \$2,500,000</b> <b>Budget Expenditure \$0</b>
Actuals:	\$ -
Percentage of Completion:	0%
Description:	Funding to complete sealing works on combo waterhole road.
Comments	Claims have been allocated to TIDS program. Transfer of revenue received will be completed in 3rd quarter.
<b>1.4 Engineering Program</b>	
Type:	Expenditure - Operational Costs
Accountability:	Engineering & Works
Budget:	<b>Budget Revenue \$0</b> <b>Budget Expenditure \$620,000</b>
Actuals:	\$ 325,556
Percentage of Completion:	53%
Description:	Management of the General Engineering Operations function within McKinlay Shire Council. Engineering Operations consist of Works Department Administration wages, Works Supervision, Staff Training, Consultancy Services, Asset Management and other expenses required to operate the Engineering function of Council.
Comments	Slightly ahead of budget.



<b>1.5 McKinlay Shire Depot</b>					
Type:	Expenditure - Operational/Maintenance Costs				
Accountability:	Engineering & Works				
Budget:	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"><b>Budget Revenue</b></td> <td style="text-align: right;"><b>\$0</b></td> <td style="width: 50%;"><b>Budget Expenditure</b></td> <td style="text-align: right;"><b>\$106,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$106,000</b>
<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$106,000</b>		
Actuals:	<b>\$ 126,418</b>				
Percentage of Completion:	<b>119%</b>				
Description:	Manage and maintain Depots located at Julia Creek and McKinlay. Expenditure consists of general repairs and maintenance and general operations; phones, electricity, rates, insurance.				
Comments	Expenditure has exceeded the full budget amount. \$39,316.88 labour and \$87,101.59 materials and services. Will review expenditure.				

## Program: 2. Roads and Maintenance

<b>2.1 Financial Assistance Grant (FAGS) Road Component</b>					
Type:	Revenue - Operating Grant				
Accountability:	Engineering & Works				
Budget:	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"><b>Budget Revenue</b></td> <td style="text-align: right;"><b>\$500,715</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>\$500,715</b>	<b>Budget Expenditure</b>	<b>\$0</b>
<b>Budget Revenue</b>	<b>\$500,715</b>	<b>Budget Expenditure</b>	<b>\$0</b>		
Actuals:	<b>\$ 249,134</b>				
Percentage of Completion:	<b>50%</b>				
Description:	Operational Grant received from the Queensland Government Department of Local Government for general purposes and roads. Maximise funding through the provision of accurate data supplied to the Local Government Grants Commission.				
Comments	Revenue inline with budget.				
<b>2.3 Routine Maintenance to McKinlay Shire Road Network</b>					
Type:	Expenditure - Operational/Maintenance Costs				
Accountability:	Engineering & Works				
Budget:	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"><b>Budget Revenue</b></td> <td style="text-align: right;"><b>\$0</b></td> <td style="width: 50%;"><b>Budget Expenditure</b></td> <td style="text-align: right;"><b>\$1,230,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$1,230,000</b>
<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$1,230,000</b>		
Actuals:	<b>\$ 344,109</b>				
Percentage of Completion:	<b>28%</b>				
Description:	Implement maintenance and inspection schedule for the McKinlay Shire rural road network including grading and culvert maintenance.				
Comments	Expenditure performing below budget. \$125,948.48 labour, \$218,160.19 materials and services.				
<b>2.4 Shire Roads Signage Directional and Advisory</b>					
Type:	Expenditure - Operational/Maintenance Costs				
Accountability:	Engineering & Works				
Budget:	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"><b>Budget Revenue</b></td> <td style="text-align: right;"><b>\$0</b></td> <td style="width: 50%;"><b>Budget Expenditure</b></td> <td style="text-align: right;"><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:	<b>\$ 30,033</b>				
Percentage of Completion:	<b>300%</b>				
Description:	Management of all road signs on the McKinlay Shire road network; repairs and replacements.				
Comments	Expenditure significantly over budget. Will need to review and monitor. Labour is the largest expenditure which has not been budgeted for.				

<b>2.5</b>	<b>Town Streets</b>
Type:	Expenditure - Operational/Maintenance Costs
Accountability:	Engineering & Works
Budget:	<b>Budget Revenue</b> \$0 <b>Budget Expenditure</b> \$157,000
Actuals:	\$ 55,045
Percentage of Completion:	35%
Description:	Implement maintenance and inspection schedule to perform maintenance works and cleaning of town streets located in Julia Creek, McKinlay, Kynuna and Nelia
Comments	Currently below budget. Council's garbage truck has not been in use for part of the quarter.
<b>2.6</b>	<b>Wet Weather</b>
Type:	Expenditure - Operational Costs
Accountability:	Engineering & Works
Budget:	<b>Budget Revenue</b> \$0 <b>Budget Expenditure</b> \$20,000
Actuals:	\$ -
Percentage of Completion:	0%
Description:	Wet Weather Expenses provision to be utilised for all outdoor staff when all other avenues of works to complete during wet weather are exhausted.
Comments	No wet weather experienced in first half of the year.

### Program: 3. Flood Damage Shire Roads

<b>3.1</b>	<b>Natural Disaster Relief and Recovery Arrangements (NDRRA)</b>
Type:	Revenue & Expenditure - Recoverable Fees and Operational/Maintenance Costs
Accountability:	Engineering & Works
Budget:	<b>Budget Revenue</b> \$19,083,832 <b>Budget Expenditure</b> \$17,090,000
Actuals:	\$ 12,940,360 \$ 6,455,518
Percentage of Completion:	68% 38%
Description:	Delivery of Natural Disaster Relief and Recovery Arrangements (NDRRA) & DRFA works on the Shire owned roads network. Deliver the NDRRA 2018 and DRFA 2019 restoration works in accordance with the funding agreement from the Queensland Reconstruction Authority.
Comments	2018 and 2019 Flood Damage revenue received. Partial payment of betterment funding for Gilliat/McKinlay Road received.

### Program: 4. Airport

<b>4.1</b>	<b>Airport</b>
Type:	Revenue & Expenditure - User Fees and Operational/Maintenance Costs
Accountability:	Engineering & Works
Budget:	<b>Budget Revenue</b> \$32,000 <b>Budget Expenditure</b> \$125,000
Actuals:	\$ 18,053 \$ 91,322
Percentage of Completion:	56% 73%
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	Expenditure is ahead of budget, due to legal fees being allocated here. A transfer will be complete and expenditure will decrease.

<b>4.2</b>	<b>Airport Capital Grant</b>
Type:	Revenue & Expenditure - Capital Income
Accountability:	Engineering & Works
Budget:	<b>Budget Revenue</b> \$125,000 <b>Budget Expenditure</b> \$0
Actuals:	\$ -
Percentage of Completion:	0%
Description:	Receive a contribution to fund the capital works program - Julia Creek Airport. Building Our Regions
Comments	Grant not received yet.

### Program: 5. Plant and Workshop Operations

<b>5.1</b>	<b>Diesel Fuel Rebate</b>
Type:	Revenue - Receive Rebate Income
Accountability:	Engineering & Works
Budget:	<b>Budget Revenue</b> \$40,000 <b>Budget Expenditure</b> \$0
Actuals:	\$ 59,906
Percentage of Completion:	150%
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	Claim made this financial year included May and June as reporting wasn't performed correctly.
<b>5.2</b>	<b>Plant Program</b>
Type:	Revenue & Expenditure - User Fees and Operational/Maintenance Costs
Accountability:	Engineering & Works
Budget:	<b>Budget Revenue</b> \$500 <b>Budget Expenditure</b> \$1,195,000
Actuals:	\$ 982 \$ 647,330
Percentage of Completion:	196% 54%
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	Revenue well over budget as external bus hire has been more frequent for community events. Expenditure slightly ahead of budget.
<b>5.3</b>	<b>Plant Hire Recoveries</b>
Type:	Recoverables
Accountability:	Engineering & Works
Budget:	<b>Budget Revenue</b> \$0 <b>Budget Expenditure</b> (\$2,000,000)
Actuals:	(\$1,273,626)
Percentage of Completion:	64%
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	Currently ahead of budget which is largely attributable to current road works.



**Program: 7. Water Infrastructure**

<b>7.1</b>	<b>Julia Creek Water Infrastructure</b>			
<i>Type:</i>	<i>Revenue &amp; Expenditure - Utility Charges and Operational/Maintenance Costs</i>			
<b>Accountability:</b>	Engineering & Works			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$283,752</b>	<b>Budget Expenditure</b>	<b>\$190,000</b>
<b>Actuals:</b>		<b>\$ 141,549</b>		<b>\$ 77,360</b>
<b>Percentage of Completion:</b>		<b>50%</b>		<b>41%</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 received in first biannual rates levy. Expenditure slightly below budget.			
<b>7.2</b>	<b>Julia Creek Water Infrastructure Capital Grant</b>			
<i>Type:</i>	<i>Revenue - Capital Funding</i>			
<b>Accountability:</b>	Engineering & Works			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$525,000</b>	<b>Budget Expenditure</b>	<b>\$0</b>
<b>Actuals:</b>		<b>\$ -</b>		
<b>Percentage of Completion:</b>		<b>0%</b>		
<b>Description:</b>	Capital funding for Julia Creek Water Tower rehabilitation and new bore Julia Creek.			
<b>Comments</b>	Capital grant not yet received.			
<b>7.3</b>	<b>McKinlay Water Infrastructure</b>			
<i>Type:</i>	<i>Revenue &amp; Expenditure - Utility Charges and Operational/Maintenance Costs</i>			
<b>Accountability:</b>	Engineering & Works			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$18,645</b>	<b>Budget Expenditure</b>	<b>\$15,000</b>
<b>Actuals:</b>		<b>\$ 9,504</b>		<b>\$ 8,486</b>
<b>Percentage of Completion:</b>		<b>51%</b>		<b>57%</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 received in first biannual rates levy. Labour expenditure below budget, materials and services expenditure over budget.			
<b>7.4</b>	<b>Kynuna Water Infrastructure</b>			
<i>Type:</i>	<i>Revenue &amp; Expenditure - Utility Charges and Operational/Maintenance Costs</i>			
<b>Accountability:</b>	Engineering & Works			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$12,309</b>	<b>Budget Expenditure</b>	<b>\$35,000</b>
<b>Actuals:</b>		<b>\$ 6,433</b>		<b>\$ 20,580</b>
<b>Percentage of Completion:</b>		<b>52%</b>		<b>59%</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 received in first biannual rates levy. Material and services above expenditure budget.			

7.5 Nelia Water Infrastructure					
Type:	Revenue & Expenditure - Utility Charges and Operational/Maintenance Costs				
Accountability:	Engineering & Works				
Budget:	<table border="0"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$2,384</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$8,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$2,384</b>	<b>Budget Expenditure</b>	<b>\$8,000</b>
<b>Budget Revenue</b>	<b>\$2,384</b>	<b>Budget Expenditure</b>	<b>\$8,000</b>		
Actuals:	<table border="0"> <tr> <td>\$ 1,298</td> <td>\$ 2,024</td> </tr> </table>	\$ 1,298	\$ 2,024		
\$ 1,298	\$ 2,024				
Percentage of Completion:	<table border="0"> <tr> <td>54%</td> <td>25%</td> </tr> </table>	54%	25%		
54%	25%				
Description:	Maintenance and general operations of the Nelia Water Supply. Undertake water supply infrastructure planning for the Nelia water area, and issue two rates levies as per Council's Revenue Statement.				
Comments	Revenue received in first biannual rates levy. General maintenance.				
7.6 Gilliat Water Infrastructure					
Type:	Revenue - Utility Charges				
Accountability:	Engineering & Works				
Budget:	<table border="0"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$2,534</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$0</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$2,534</b>	<b>Budget Expenditure</b>	<b>\$0</b>
<b>Budget Revenue</b>	<b>\$2,534</b>	<b>Budget Expenditure</b>	<b>\$0</b>		
Actuals:	<table border="0"> <tr> <td>\$ 1,278</td> <td></td> </tr> </table>	\$ 1,278			
\$ 1,278					
Percentage of Completion:	<table border="0"> <tr> <td>50%</td> <td></td> </tr> </table>	50%			
50%					
Description:	Maintenance and general operations of the Gilliat Water Supply. Undertake water supply infrastructure planning for the Gilliat water area, and issue two rates levies as per Council's Revenue Statement.				
Comments	Revenue received in first biannual rates levy. Revenue inline with budget.				

## Program: 8. Sewerage Infrastructure

8.1 Sewerage Infrastructure					
Type:	Revenue & Expenditure - Utility Charges and Operational/Maintenance Costs				
Accountability:	Engineering & Works				
Budget:	<table border="0"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$210,599</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$170,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$210,599</b>	<b>Budget Expenditure</b>	<b>\$170,000</b>
<b>Budget Revenue</b>	<b>\$210,599</b>	<b>Budget Expenditure</b>	<b>\$170,000</b>		
Actuals:	<table border="0"> <tr> <td>\$ 213,451</td> <td>\$ 64,389</td> </tr> </table>	\$ 213,451	\$ 64,389		
\$ 213,451	\$ 64,389				
Percentage of Completion:	<table border="0"> <tr> <td>101%</td> <td>38%</td> </tr> </table>	101%	38%		
101%	38%				
Description:	Maintenance and general operations of the Julia Creek Sewerage Services. Undertake water supply infrastructure planning for the Julia Creek Sewer Systems, and issue two rates levies as per Council's Revenue Statement.				
Comments	Revenue received in first biannual rates levy. Sewerage Capital Grant received in quarter \$106,000, not in budget.				

# Governance and Partnerships

*Corporate Plan Program & Strategies: Governance & Partnerships*

## Program: 1. Governance

1.1		Governance Operations			
<b>Type:</b>	Revenue & Expenditure - Operating Grant & Operational Costs				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$34,095</b>	<b>Budget Expenditure</b>	<b>\$531,500</b>	
<b>Actuals:</b>		<b>\$ 34,095</b>		<b>\$ 268,412</b>	
<b>Percentage of Completion:</b>		<b>100%</b>		<b>51%</b>	
<b>Description:</b>	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. Building Better Regions Fund - Community Plan.				
<b>Comment</b>	Grant for the year received. Expenditure is inline with budget.				
1.2		Members Remuneration			
<b>Type:</b>	Expenditure - Remuneration Costs				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$349,458</b>	
<b>Actuals:</b>				<b>\$ 160,731</b>	
<b>Percentage of Completion:</b>				<b>46%</b>	
<b>Description:</b>	Remuneration and reimbursements paid to Mayor and Councillors. Pay Councillor remuneration including travel and other Council Business reimbursements as per Council Policies.				
<b>Comment</b>	Expenditure inline with budget. Councillors paid up to December 2019.				
1.3		Councillor Training and Conference Expenses			
<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>\$45,000</b>	
<b>Actuals:</b>				<b>\$ 17,241</b>	
<b>Percentage of Completion:</b>				<b>38%</b>	
<b>Description:</b>	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.				
<b>Comment</b>	Expenditure below budget. Credit Card expenses for November and December still to be allocated.				
1.4		Council Election Expenses			
<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>\$11,000</b>	
<b>Actuals:</b>				<b>\$ -</b>	
<b>Percentage of Completion:</b>				<b>0%</b>	
<b>Description:</b>	Provision for Council Election Expenses. Allow for a By Election and Contributions to Electoral Commission Local Government Office.				
<b>Comment</b>	Expenditure not required until further into the year.				

## Corporate Services

*Corporate Plan Program & Strategies: Corporate Services*

### Program: 1. Employee Costs & Recovery

<b>1.1</b>	<b>Employee Costs and Recovery</b>		
Type:	Expenditure - Recoverables and Operational Costs		
Accountability:	Corporate and Community Services		
Budget:	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$138,425</b>
Actuals:			<b>(\$9,359.18)</b>
Percentage of Completion:			<b>-7%</b>
Description:	Deliver the Employee Costs and Recovery program. Payment of employee entitlements inclusive of Annual Leave, Long Service Leave, Sick Leave and Superannuation.		
Comment	Long service leave and public holiday expense below budget, sick and bereavement leave expense over budget.		

### Program: 2. Administration General

<b>2.1</b>	<b>Financial Assistance Grants (FAGS) Administration Component</b>		
Type:	Revenue - Operating Grant		
Accountability:	Corporate and Community Services		
Budget:	<b>Budget Revenue</b>	<b>\$2,264,746</b>	<b>Budget Expenditure</b> <b>\$0</b>
Actuals:	\$	<b>1,135,767</b>	
Percentage of Completion:		<b>50%</b>	
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.		
Comment	Revenue inline with budget. 2nd quarter payment received.		
<b>2.2</b>	<b>Capital Grants</b>		
Type:	Revenue - Capital Grants		
Accountability:	Corporate and Community Services		
Budget:	<b>Budget Revenue</b>	<b>\$600,000</b>	<b>Budget Expenditure</b> <b>\$0</b>
Actuals:	\$	<b>585,122</b>	
Percentage of Completion:		<b>98%</b>	
Description:	Drought Communities Funding - allocated to various capital projects. Building Our Regions - Innovation Hub		
Comment	Innovation Hub grant not received. Drought Communities Program funding received in full. Monsoon Trough Grant received.		
<b>2.3</b>	<b>Insurance</b>		
Type:	Applications for Compensation		
Accountability:	Corporate and Community Services		
Budget:	<b>Budget Revenue</b>	<b>\$119,800</b>	<b>Budget Expenditure</b> <b>\$0</b>
Actuals:	\$	<b>133,039</b>	
Percentage of Completion:		<b>111%</b>	
Description:	Insurance claims.		
Comment	All expected insurance claims received.		



<b>2.4</b>	<b>Bank and Investment Interest</b>		
Type:	Revenue - Interest		
Accountability:	Corporate and Community Services		
Budget:	<b>Budget Revenue</b>	<b>\$300,000</b>	<b>Budget Expenditure</b> <b>\$0</b>
Actuals:	\$	<b>131,909</b>	
Percentage of Completion:		<b>44%</b>	
Description:	Investment of Council funds to earn interest. Invest Council funds to facilitate a higher interest return as per the current Investment Policy.		
Comment	Just below budget predictions.		

<b>2.5</b>	<b>Other Revenue</b>		
Type:	Revenue - User Fees		
Accountability:	Corporate and Community Services		
Budget:	<b>Budget Revenue</b>	<b>\$8,500</b>	<b>Budget Expenditure</b> <b>\$0</b>
Actuals:	\$	<b>7,143</b>	
Percentage of Completion:		<b>84%</b>	
Description:	Collect other revenue. Receive revenue that is not specified under a particular program, but is specified in the Fees and Charges schedule; photocopying etc.		
Comment	Ahead of budget. Optus land rent received.		

<b>2.6</b>	<b>Finance and Administration Program</b>		
Type:	Expenditure - Operational Costs		
Accountability:	Corporate and Community Services		
Budget:	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$997,400</b>
Actuals:			<b>\$ 550,700</b>
Percentage of Completion:			<b>55%</b>
Description:	Deliver the Finance and Administration Operational program. Operational costs involve payroll, contract and consulting fees, IT hardware and software maintenance, subscriptions, staff amenities, staff training, conferences and meetings, audit fees, printing and stationary, telephone, mobile and internet, electricity, banking and asset valuations. Administration overhead cost recoveries.		
Comment	Material and Services slightly ahead of budget with Labour just below.		

### Program: 3. Rates and Charges

<b>3.1</b>	<b>General Rate Collection &amp; Fees</b>		
Type:	Revenue - Differential General Rates & User Fees		
Accountability:	Corporate and Community Services		
Budget:	<b>Budget Revenue</b>	<b>\$2,419,847</b>	<b>Budget Expenditure</b> <b>\$0</b>
Actuals:	\$	<b>1,196,620</b>	
Percentage of Completion:		<b>49%</b>	
Description:	Issue two rate levies for the financial year as per the current Revenue Statement and Revenue Policy. Levy and issue two rate levies for general rates on the nine differential rate categories specified in the Revenue Statement. Any outstanding rates are to be collected in accordance with the current Debtor Policy.		
Comment	Inline with budget.		

<b>3.2</b>	<b>General Rates Expenses</b>			
Type:	Expenditure - Operational Costs			
Accountability:	Corporate and Community Services			
Budget:	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$30,000</b>
Actuals:			\$	<b>231.90</b>
Percentage of Completion:				<b>1%</b>
Description:	Issue payments to the Department of Natural Resources, Mines and Energy (DNRME). Payments issued to DNRME annually to ensure Council receives all valuation roll updates.			
Comment	Invoice from DNRME not received in this quarter.			

<b>3.3</b>	<b>Council Rates &amp; Charges</b>			
Type:	Expenditure - Operational Costs			
Accountability:	Corporate and Community Services			
Budget:	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$52,700</b>
Actuals:			\$	<b>19,548</b>
Percentage of Completion:				<b>37%</b>
Description:	Recognise expenses for Council owned vacant land. Issue two rate levies for service charges within the rates module (water and sewerage) and ensure vacant land is maintained; mowed and cleared of any debris. Fees for sale of land (recoverable through general rate revenue).			
Comment	First rates levy for vacant land owned by Council.			

### Program: 4. Stores and Purchasing

<b>4.1</b>	<b>Stores and Purchasing</b>			
Type:	Expenditure - Operational Costs			
Accountability:	Corporate and Community Services			
Budget:	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$75,000</b>
Actuals:			\$	<b>39,312</b>
Percentage of Completion:				<b>52%</b>
Description:	Maintain Stores located at the Council Depot. Conduct store and arrange all purchasing for engineering and other Council activities. Complete stock take at the end of each financial year. Recoup store costs on engineering works.			
Comment	Labour slightly ahead of budget.			

### Program: 5. Workplace Health and Safety

<b>5.1</b>	<b>Work Cover</b>			
Type:	Applications for Compensation			
Accountability:	Corporate and Community Services			
Budget:	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>(\$10,000)</b>
Actuals:				<b>(\$11,238)</b>
Percentage of Completion:				<b>112%</b>
Description:	Recovery of Wages for Workers Compensation. Workers Compensation paid to employees for any workplace incidents that are eligible under the Workplace Health and Safety Workers Compensation Insurance. Claims are submitted to the Local Government Workcare.			
Comment	Claims received for employee.			

<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> \$0 <b>Budget Expenditure</b> \$267,000
Actuals:	\$ 121,032
Percentage of Completion:	45%
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.

**Comment** Inline with budget.

<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> \$0 <b>Budget Expenditure</b> (\$55,000)
Actuals:	(\$29,520)
Percentage of Completion:	54%
Description:	Cost recoveries for WH&S. Internal On-Cost recovery system for expenses associated with WH&S.

**Comment** Slightly over 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> \$0 <b>Budget Expenditure</b> \$35,000
Actuals:	\$ 9,300
Percentage of Completion:	27%
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.

**Comment** Below budget. Only recruiting expenses occur when positions required.

<b>6.2</b>	<b>Relocation Expenses</b>
Type:	Expenditure - Operational Costs
Accountability:	Corporate and Community Services
Budget:	<b>Budget Revenue</b> \$0 <b>Budget Expenditure</b> \$10,000
Actuals:	\$ 6,631
Percentage of Completion:	66%
Description:	Provide incentive of Relocation Costs to future employees. Relocation costs provided to eligible staff as per Council Policy.

**Comment** Expenses are to relocate DERS. Should even out as year continues.

<b>6.3</b>	<b>Certified Agreement Agreement (CA)</b>
Type:	Expenditure - Operational Costs
Accountability:	Corporate and Community Services
Budget:	<b>Budget Revenue</b> \$0 <b>Budget Expenditure</b> \$6,000
Actuals:	\$ -
Percentage of Completion:	0%
Description:	Maintain CA. Costs incurred in the ongoing agreement period of McKinlay Shire Council CA.
Comment	Not required.
<b>6.4</b>	<b>Rewards &amp; Recognition Program</b>
Type:	Expenditure - Operational Costs
Accountability:	Corporate and Community Services
Budget:	<b>Budget Revenue</b> \$0 <b>Budget Expenditure</b> \$1,000
Actuals:	\$ -
Percentage of Completion:	0%
Description:	To improve the health & wellbeing of our employees. To implement initiatives accessible to Council employees that can focus on increasing their health and wellbeing.
Comment	Program not carried out yet.
<b>6.5</b>	<b>Employee Team Meetings, Training and Development Program</b>
Type:	Expenditure - Operational Costs
Accountability:	Corporate and Community Services
Budget:	<b>Budget Revenue</b> \$0 <b>Budget Expenditure</b> \$1,000
Actuals:	\$ 121
Percentage of Completion:	12%
Description:	Council employees program to allow for whole of Council staff meetings, training and development.
Comment	Catering for meeting 24/10/19
<b>6.6</b>	<b>Traineeship and Apprenticeship</b>
Type:	Revenue - Subsidies
Accountability:	Corporate and Community Services
Budget:	<b>Budget Revenue</b> \$0 <b>Budget Expenditure</b> \$0
Actuals:	\$ 11,364
Description:	Receive traineeship or apprenticeship subsidies when eligible. Apply for subsidies through the Department of Education and Training when staff enrol to complete an apprenticeship or traineeship.
Comment	WHS Officer training subsidy received and Full Employer Incentive Payment received.

## Economic Development

*Corporate Plan & Strategies: Economic Development*

### Program: 1. Economic Development

<b>1.1</b>	<b>Economic Development</b>		
<b>Type:</b>	Revenue & Expenditure - Special Charges, Contributions and Operational Costs		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$30,157</b>	<b>Budget Expenditure</b> <b>\$255,000</b>
<b>Actuals:</b>		<b>\$ 17,670</b>	<b>\$ 60,110</b>
<b>Percentage of Completion:</b>		<b>59%</b>	<b>24%</b>
<b>Description:</b>	<p>Deliver the Economic Development program. Deliver and participate in the following initiatives; Mitez, SWER and any general economic initiatives that will enhance and support the local economy.</p> <p>Collect Special Rates Levy for the PV Solar.</p>		

**Comment** Revenue ahead of budget as one solar levy payer paid off outstanding levy. Expenditure below budget as Economic Development Officer currently not working.

### Program: 2. Tourism

<b>2.1</b>	<b>Tourism and Promotional Program</b>		
<b>Type:</b>	Revenue & Expenditure - Sales and Operational/Maintenance Costs		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$22,590</b>	<b>Budget Expenditure</b> <b>\$337,500</b>
<b>Actuals:</b>		<b>\$ 21,809</b>	<b>\$ 161,382</b>
<b>Percentage of Completion:</b>		<b>97%</b>	<b>48%</b>
<b>Description:</b>	<p>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.</p>		

**Comment** Expenditure is inline with budget. Peak tourism season has seen excessive funds come in from the Visitor Information Centre for Beneath the Creek fees, merchandise and RV site donations.

<b>2.2</b>	<b>Street Lighting</b>		
<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>\$28,000</b>
<b>Actuals:</b>			<b>\$ 8,965</b>
<b>Percentage of Completion:</b>			<b>32%</b>
<b>Description:</b>	Operate the Street Lighting network.		
<b>Comment</b>	Expenditure not inline with budget, December invoice has not been paid yet.		

**Program: 3. Livestock Operations**

<b>3.1 Livestock Weighing &amp; Cattle Train Loading</b>					
<b>Type:</b>	<i>Revenue &amp; Expenditure - User Fees and Operational/Maintenance Costs</i>				
<b>Accountability:</b>	Environment and Regulatory Services				
<b>Budget:</b>	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"><b>Budget Revenue</b></td> <td style="text-align: right;"><b>\$76,000</b></td> <td style="width: 50%;"><b>Budget Expenditure</b></td> <td style="text-align: right;"><b>\$68,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$76,000</b>	<b>Budget Expenditure</b>	<b>\$68,000</b>
<b>Budget Revenue</b>	<b>\$76,000</b>	<b>Budget Expenditure</b>	<b>\$68,000</b>		
<b>Actuals:</b>	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">\$ 74,489</td> <td style="width: 50%;">\$ 40,638</td> </tr> </table>	\$ 74,489	\$ 40,638		
\$ 74,489	\$ 40,638				
<b>Percentage of Completion:</b>	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">98%</td> <td style="width: 50%;">60%</td> </tr> </table>	98%	60%		
98%	60%				
<b>Description:</b>	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.				
<b>Comment</b>	Aurizon's cattle loading agreement charges have increased leading to higher revenue. Has also been increased invoices issued for cattle weighing. With increased cattle weighing, labour expenditure is slightly over budget.				
<b>3.2 Livestock Facility Capital Grant</b>					
<b>Type:</b>	<i>Revenue - Capital Grant</i>				
<b>Accountability:</b>	Environment and Regulatory Services				
<b>Budget:</b>	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"><b>Budget Revenue</b></td> <td style="text-align: right;"><b>\$200,000</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>\$200,000</b>	<b>Budget Expenditure</b>	<b>\$0</b>
<b>Budget Revenue</b>	<b>\$200,000</b>	<b>Budget Expenditure</b>	<b>\$0</b>		
<b>Actuals:</b>	\$ -				
<b>Percentage of Completion:</b>	0%				
<b>Description:</b>	Secure funding to assist in the delivery of a new Dip Facility and yards.				
<b>Comment</b>	Grant not yet received.				

## 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>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$290,000</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$634,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$290,000</b>	<b>Budget Expenditure</b>	<b>\$634,000</b>
<b>Budget Revenue</b>	<b>\$290,000</b>	<b>Budget Expenditure</b>	<b>\$634,000</b>		
<b>Actuals:</b>	<table border="1"> <tr> <td>\$ -</td> <td>\$ 129,469</td> </tr> </table>	\$ -	\$ 129,469		
\$ -	\$ 129,469				
<b>Percentage of Completion:</b>	<table border="1"> <tr> <td>0%</td> <td>20%</td> </tr> </table>	0%	20%		
0%	20%				
<b>Description:</b>	<p>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. Maintain and operate the McKinlay Crafty Old School House. Inclusive of funding and operational costs of Community Development Officer (CDO)</p>				

**Comment** Expenditure is portion of wages for Director and Team Leader. Expenditure currently under budget, will review and monitor.

### Program: 2. Community Development Officer

<b>2.1</b>	<b>Community Development</b>				
<b>Type:</b>	<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>\$0</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$0</b>
<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$0</b>		
<b>Actuals:</b>	<table border="1"> <tr> <td>\$ 148,228</td> <td>\$ 14,248</td> </tr> </table>	\$ 148,228	\$ 14,248		
\$ 148,228	\$ 14,248				
<b>Percentage of Completion:</b>	<table border="1"> <tr> <td>-</td> <td>-</td> </tr> </table>	-	-		
-	-				
<b>Description:</b>	<p>Community Development Officer operational costs include labour and material and services. Revenue is a grant to accommodate for new Community Development Officer position.</p>				

**Comment** This program was originally within the Community Services Program. A new program was set up, so currently does not have a budget.

### Program: 3. Caravan Park

<b>3.1</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>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$348,500</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$292,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$348,500</b>	<b>Budget Expenditure</b>	<b>\$292,000</b>
<b>Budget Revenue</b>	<b>\$348,500</b>	<b>Budget Expenditure</b>	<b>\$292,000</b>		
<b>Actuals:</b>	<table border="1"> <tr> <td>\$ 248,003</td> <td>\$ 136,052</td> </tr> </table>	\$ 248,003	\$ 136,052		
\$ 248,003	\$ 136,052				
<b>Percentage of Completion:</b>	<table border="1"> <tr> <td>71%</td> <td>47%</td> </tr> </table>	71%	47%		
71%	47%				
<b>Description:</b>	<p>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.</p>				

**Comment** Revenue is above budget due to success full tourism during the first half of financial year. Expenditure is inline with budget.

<b>3.2</b>	<b>Julia Creek Caravan Park - Capital Grant</b>			
Type:	Revenue - Capital Funding			
Accountability:	Corporate and Community Services			
Budget:	<b>Budget Revenue</b>	<b>\$244,925</b>	<b>Budget Expenditure</b>	<b>\$0</b>
Actuals:		\$ -		
Percentage of Completion:		0%		
Description:	Complete funding claims and acquittal as per funding agreement of the Outback Tourism Infrastructure Fund (OTIF)			
Comment	Grant not yet received.			

### Program: 4. Medical Centre

<b>4.1</b>	<b>Julia Creek Medical Centre</b>			
Type:	Revenue & Expenditure - Recoverable Fees and Operational/Maintenance Costs			
Accountability:	Corporate and Community Services			
Budget:	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$7,300</b>
Actuals:			\$ 3,826	
Percentage of Completion:				52%
Description:	Operations consist of general maintenance and operational costs to of the facility.			
Comment	Expenditure inline with budget.			

### Program: 5. Library Services

<b>5.1</b>	<b>Julia Creek Library</b>			
Type:	Revenue & Expenditure - User Fees, Grants and Operational/Maintenance Costs			
Accountability:	Corporate and Community Services			
Budget:	<b>Budget Revenue</b>	<b>\$710</b>	<b>Budget Expenditure</b>	<b>\$157,000</b>
Actuals:		\$ 6,316		\$ 56,639
Percentage of Completion:		890%		36%
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 internet, computer and photocopying access. Ensure fees are collected in relation to overdue library books and lost/stolen books.			
Comment	Revenue well over budget due to Department of Human Services access point payment received of \$4,534.46 and the First 5 Forever Grant of \$1,781.61 has also been received. This revenue was not budgeted for. Expenditure below budget, compared to previous year, there hasnt been any large purchases for equipment.			

<b>5.2</b>	<b>McKinlay Library</b>			
Type:	Expenditure - Operational/Maintenance Costs			
Accountability:	Corporate and Community Services			
Budget:	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$10,000</b>
Actuals:			\$ 3,152	
Percentage of Completion:				32%
Description:	Maintain the Council's McKinlay Library. Operations consist of general maintenance and operational costs to McKinlay Library. Service is provided one day per week to the community.			
Comment	Expenditure below budget, as there has been small labour expenditure for the year.			



## 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:	<b>Budget Revenue</b>	<b>\$66,000</b>	<b>Budget Expenditure</b> <b>\$154,500</b>
Actuals:	\$	<b>66,000</b>	\$ <b>62,881</b>
Percentage of Completion:		<b>100%</b>	<b>41%</b>
Description:	Provisions for specified events to be facilitated by Council to the community. Specified events are - ANZAC Day, Australia Day, Seniors Week, Christmas Lights Comp, Community Christmas Tree, 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.		
Comment	Grant received in quarter. Expenditure slightly below budget.		

## 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:	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$11,200</b>
Actuals:			\$ <b>6,281</b>
Percentage of Completion:			<b>56%</b>
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.		
Comment	Expenditure has started to even out compared to the last review, and is slightly over budget.		
7.2		Jan Eckford Centre	
Type:	Expenditure - Operational/Maintenance Costs		
Accountability:	Corporate and Community Services		
Budget:	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$7,000</b>
Actuals:			\$ <b>5,734</b>
Percentage of Completion:			<b>82%</b>
Description:	Maintain the Jan Eckford Centre. Operations consist of general maintenance and operational costs to the Jan Eckford Centre.		
Comment	Expected expenditure is mainly insurance premium, rates, pest control services and air conditioning cleaning, which have all been paid for. Will even out as year continues.		
7.3		Regional Arts Development Fund (RADF)	
Type:	Revenue & Expenditure - Operating Grants/Funding and Operational Costs		
Accountability:	Corporate and Community Services		
Budget:	<b>Budget Revenue</b>	<b>\$25,000</b>	<b>Budget Expenditure</b> <b>\$50,904</b>
Actuals:	\$	<b>22,000</b>	\$ <b>3,596.18</b>
Percentage of Completion:		<b>88%</b>	<b>7%</b>
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.		
Comment	RADF grant received. Expenditure below budget as only few RADF application have been paid. Expenditure will increase as the year continues.		

## Program: 8. Community Support

<b>8.1</b>	<b>Support Community Organisations</b>
Type:	Expenditure - Operational Costs
Accountability:	Corporate and Community Services
Budget:	<b>Budget Revenue</b> <b>\$0</b> <b>Budget Expenditure</b> <b>\$110,000</b>
Actuals:	<b>\$ 30,808</b>
Percentage of Completion:	<b>28%</b>
Description:	Provide financial support to community organisations. Provide financial support to community organisations in line with adopted Council Policies. Allocation for Dirt and Dust Festival support as per MOU.

**Comment** Expenditure below budget. Will review.

<b>8.2</b>	<b>Community Small Grants Program</b>
Type:	Expenditure - Operational Costs
Accountability:	Corporate and Community Services
Budget:	<b>Budget Revenue</b> <b>\$0</b> <b>Budget Expenditure</b> <b>\$20,000</b>
Actuals:	<b>\$ 5,000</b>
Percentage of Completion:	<b>25%</b>
Description:	Provide the Community Small Grants round to the Shire Community. Allocation to provide Community Small Grants as per policy and grant guidelines.

**Comment** This program will need reviewing.

<b>8.3</b>	<b>Community Donations</b>
Type:	Expenditure - Operational Costs
Accountability:	Corporate and Community Services
Budget:	<b>Budget Revenue</b> <b>\$0</b> <b>Budget Expenditure</b> <b>\$20,000</b>
Actuals:	<b>\$ 25,908</b>
Percentage of Completion:	<b>130%</b>
Description:	Remit donations at the discretion of the Council. Donations applied to Council in writing and submitted to the subsequent Council Meeting for consideration and approval. Donation requests must comply with Council policies.

**Comment** This program will need reviewing. \$20,000 paid to Julia Creek P & C Association, \$5,000 paid to Julia Creek Hospital Auxiliary and \$908.38 paid to Kids of the Creek.

<b>8.4</b>	<b>Commonwealth Home Support Program (CHSP) and Meals on Wheels (MOW)</b>
Type:	Revenue & Expenditure - Operating Grants and Operational/Maintenance Costs
Accountability:	Corporate and Community Services
Budget:	<b>Budget Revenue</b> <b>\$178,523</b> <b>Budget Expenditure</b> <b>\$175,223</b>
Actuals:	<b>\$ 140,041</b> <b>\$ 74,789</b>
Percentage of Completion:	<b>78%</b> <b>43%</b>
Description:	Provide CHSP services to eligible McKinlay Shire Residents and maintain the MOW program. Receive CHSP funding and provide CHSP services as per the funding agreement guidelines. Operational costs associated with MOW program delivery and the collection of revenue for meal costs on delivery and receive MOW annual grant.

**Comment** Revenue ahead of budget as we have received payment from January to March 2020. Expenditure slightly under budget as have not paid all of Decembers invoices.





<b>10.4</b>	<b>Burke St Recreational / Events Venue</b>		
Type:	Revenue & Expenditure - Venue Hire Fees and Operational/Maintenance Costs		
Accountability:	Corporate and Community Services		
Budget:	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$9,000</b>
Actuals:			\$ 4,382
Percentage of Completion:			49%
Description:	Charge hire fees for the usage of the Shed and Grounds as per the current Fees and Charges Schedule and Hire Policy. Operations consist of general maintenance and operational costs by Council.		

**Comment** Expenditure inline with budget.

<b>10.5</b>	<b>Julia Creek Sporting Precinct Venue</b>		
Type:	Revenue & Expenditure - User Fees and Operational/Maintenance Costs		
Accountability:	Corporate and Community Services, Environment and Regulatory Services		
Budget:	<b>Budget Revenue</b>	<b>\$15,000</b>	<b>Budget Expenditure</b> <b>\$41,000</b>
Actuals:		\$ 4,582	\$ 16,754
Percentage of Completion:		31%	41%
Description:	Charge hire fees for the usage of the Indoor Sports Centre and the Participation Space (Gym) and keep the facilities maintained. Collect fees for the hire of the Indoor Sports Centre and the Participation Space (Gym) as per the current Fees and Charges Schedule and Hire Policy. Operations consist of general maintenance and operational costs by Council.		

**Comment** Revenue performing below budget, likely because not all gym users are paying their memberships. Expenditure is slightly below budget.

<b>10.6</b>	<b>Sport and Recreation - other</b>		
Type:	Revenue -Capital Grants and Subsidies		
Accountability:	Corporate and Community Services		
Budget:	<b>Budget Revenue</b>	<b>\$105,000</b>	<b>Budget Expenditure</b> <b>\$0</b>
Actuals:		\$ -	
Percentage of Completion:		0%	
Description:	Manage capital funding received for the Gym extension in accordance with the terms and conditions of the funding agreement.		

**Comment** Grant not received yet.

<b>10.7</b>	<b>Sport and Recreation</b>		
Type:	Revenue & Expenditure - User Fees and Operational Costs		
Accountability:	Corporate and Community Services		
Budget:	<b>Budget Revenue</b>	<b>\$6,800</b>	<b>Budget Expenditure</b> <b>\$115,000</b>
Actuals:		\$ 3,364	\$ 61,754
Percentage of Completion:		49%	54%
Description:	Receive other revenue not specified under the Sport and 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.		

**Comment** Revenue inline with budget. Expenditure slightly ahead of budget.

**Program: 11. Parks, Gardens and Amenities**

<b>11.1</b>	<b>Parks, Gardens and Amenities</b>
<i>Type:</i>	<i>Expenditure - Operational/Maintenance Costs</i>
<b>Accountability:</b>	Engineering & Works
<b>Budget:</b>	<b>Budget Revenue</b> \$10,000 <b>Budget Expenditure</b> \$655,000
<b>Actuals:</b>	\$ - \$ 414,070
<b>Percentage of Completion:</b>	0% 63%
<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 and Kynuna.

**Comment** Both labour and materials and services expenditure are performing over budget.

**Program: 12. Civic Centre and Old HACC Centre**

<b>12.1</b>	<b>Civic Centre &amp; Old HACC 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>	<b>Budget Revenue</b> \$2,500 <b>Budget Expenditure</b> \$102,050
<b>Actuals:</b>	\$ 1,627 \$ 51,119
<b>Percentage of Completion:</b>	65% 50%
<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.

**Comment** Revenue ahead of budget due to increase in Civic Centre hire. Expenditure inline with budget.

**Program: 13. Cemeteries**

<b>13.1</b>	<b>Cemeteries</b>
<i>Type:</i>	<i>Expenditure - Operational/Maintenance Costs</i>
<b>Accountability:</b>	Corporate and Community Services, Environment and Regulatory Services
<b>Budget:</b>	<b>Budget Revenue</b> \$0 <b>Budget Expenditure</b> \$17,000
<b>Actuals:</b>	\$ 5,288
<b>Percentage of Completion:</b>	31%
<b>Description:</b>	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.

**Comment** Expenditure below budget.



## 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>\$87,148</b>	<b>Budget Expenditure</b>	<b>\$25,500</b>
<b>Actuals:</b>		<b>\$ 26,670</b>		<b>\$ 121,781</b>
<b>Percentage of Completion:</b>		<b>31%</b>		<b>478%</b>
<b>Description:</b>	<p>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.</p> <p>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.</p>			

**Comment** Grant received for National Disaster Government Support, SES grant received. Expenditure ahead of budget as small business grants have been allocated to this program.

### 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>\$1,600</b>	<b>Budget Expenditure</b>	<b>\$229,000</b>
<b>Actuals:</b>		<b>\$ 1,487</b>		<b>\$ 48,155</b>
<b>Percentage of Completion:</b>		<b>93%</b>		<b>21%</b>
<b>Description:</b>	<p>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 Environmental and Regulatory Health and Environmental Health and Tech Officer/Assistant positions.</p>			

**Comment** Revenue ahead of budget as annual food licenses and Commercial Use of Roads permits fees received. Expenditure is under budget as DERS has not booked time to this program compared to previous years.



### Program: 3. Local Law Enforcement

<b>3.1</b>	<b>Local Law Enforcement</b>			
<b>Type:</b>	<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>\$8,500</b>	<b>Budget Expenditure</b>	<b>\$90,000</b>
<b>Actuals:</b>		<b>\$ 7,319</b>		<b>\$ 59,218</b>
<b>Percentage of Completion:</b>		<b>86%</b>		<b>66%</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.			

**Comment** Animal registration fee, animal control fines and penalties revenue and animal boarding revenue is well over budget. Expenditure is over budget, will need to monitor.

### Program: 4. Land and Building Development

<b>4.1</b>	<b>Town Planning</b>			
<b>Type:</b>	<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>\$2,500</b>	<b>Budget Expenditure</b>	<b>\$51,000</b>
<b>Actuals:</b>		<b>\$ 105</b>		<b>\$ 35,520</b>
<b>Percentage of Completion:</b>		<b>4%</b>		<b>70%</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.			

**Comment** Revenue not inline with budget as only one building approval applications received. Expenditure above budget due to planning/consulting fees.

# 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="0"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$82,377</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$41,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$82,377</b>	<b>Budget Expenditure</b>	<b>\$41,000</b>
<b>Budget Revenue</b>	<b>\$82,377</b>	<b>Budget Expenditure</b>	<b>\$41,000</b>		
<b>Actuals:</b>	<table border="0"> <tr> <td>\$ 42,007</td> <td>\$ 15,323</td> </tr> </table>	\$ 42,007	\$ 15,323		
\$ 42,007	\$ 15,323				
<b>Percentage of Completion:</b>	<table border="0"> <tr> <td>51%</td> <td>37%</td> </tr> </table>	51%	37%		
51%	37%				
<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.				

**Progress Comments:** Revenue received by services charged on the first biannual rates levy. Expenditure below budget as garbage truck has not been in use.

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="0"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$41,678</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$85,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$41,678</b>	<b>Budget Expenditure</b>	<b>\$85,000</b>
<b>Budget Revenue</b>	<b>\$41,678</b>	<b>Budget Expenditure</b>	<b>\$85,000</b>		
<b>Actuals:</b>	<table border="0"> <tr> <td>\$ 21,145</td> <td>\$ 59,995</td> </tr> </table>	\$ 21,145	\$ 59,995		
\$ 21,145	\$ 59,995				
<b>Percentage of Completion:</b>	<table border="0"> <tr> <td>51%</td> <td>71%</td> </tr> </table>	51%	71%		
51%	71%				
<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.				

**Progress Comments:** Revenue received by services charged on the first biannual rates levy. Expenditure above budget as hire of Richmond Shire Council's garbage truck has been allocated here. A job cost transfer will be complete to reflect accurate costing.

## 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="0"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$20,000</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$0</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$20,000</b>	<b>Budget Expenditure</b>	<b>\$0</b>
<b>Budget Revenue</b>	<b>\$20,000</b>	<b>Budget Expenditure</b>	<b>\$0</b>		
<b>Actuals:</b>	<table border="0"> <tr> <td>\$ 10,998</td> <td></td> </tr> </table>	\$ 10,998			
\$ 10,998					
<b>Percentage of Completion:</b>	<table border="0"> <tr> <td>55%</td> <td></td> </tr> </table>	55%			
55%					
<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.				

**Progress Comments:** Revenue slightly ahead of budget. Fees continue to be collected by Avdata.

<b>2.2 Dingo Baits</b>	
Type:	Revenue - User Fees
Accountability:	Environmental and Regulatory Services
Budget:	<b>Budget Revenue \$1,200</b> <b>Budget Expenditure \$0</b>
Actuals:	\$ 884
Percentage of Completion:	74%
Strategy:	Supply factory baits to McKinlay Shire residents. Assist with Pest Control outside of coordinated baiting times. Supply factory baits as per the current Fees and Charges schedule.

**Progress Comments:** Revenue ahead of budget. Doggone Factory baits supplied to four residents.

<b>2.3 Feral Pig Baits</b>	
Type:	Revenue - User Fees
Accountability:	Environmental and Regulatory Services
Budget:	<b>Budget Revenue \$0</b> <b>Budget Expenditure \$0</b>
Actuals:	
Strategy:	Supply factory baits to McKinlay Shire residents. Assist with Pest Control outside of coordinated baiting times. Supply factory baits as per the current Fees and Charges schedule.

**Progress Comments:** Feral Pig baits not supplied this year.

<b>2.4 Pest Plant Control Program</b>	
Type:	Revenue & Expenditure - Funding and Operational/Maintenance Costs
Accountability:	Environmental and Regulatory Services
Budget:	<b>Budget Revenue \$0</b> <b>Budget Expenditure \$195,000</b>
Actuals:	\$ 27,967
Percentage of Completion:	14%
Strategy:	Deliver the Pest Plant Control Program within McKinlay Shire. Control pest plants on land under the control of McKinlay Shire Council and regulate on other land within McKinlay Shire.

**Progress Comments:** Works to commence in next half of year.

<b>2.5 Pest Animal Control Program</b>	
Type:	Revenue & Expenditure - Funding and Operational/Maintenance Costs
Accountability:	Environmental and Regulatory Services
Budget:	<b>Budget Revenue \$43,244</b> <b>Budget Expenditure \$77,000</b>
Actuals:	\$ 20,745 \$ 35,017
Percentage of Completion:	48% 45%
Strategy:	Deliver the Pest Animal Control Program within McKinlay Shire. Facilitate the control of pest animals within the McKinlay Shire. Coordinate baiting programs with qualified staff and Senior Management. Manage the bonus program of dingos as approved by Council.

**Progress Comments:** Revenue and expenditure inline with budget. Revenue received in first rates levy.

### Program: 3. Stock Routes and Reserves

3.1		Stock Route and Reserve Program			
<b>Type:</b>	<i>Revenue &amp; Expenditure - User/Lease Fees and Operational/Maintenance Costs</i>				
<b>Accountability:</b>	Environmental and Regulatory Services				
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$142,300</b>	<b>Budget Expenditure</b>	<b>\$189,500</b>	
<b>Actuals:</b>		<b>\$ 20,016</b>		<b>\$ 68,980</b>	
<b>Percentage of Completion:</b>		<b>14%</b>		<b>36%</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>				
<b>Progress Comments:</b>	Revenue not inline with budget as trustee lease holders have a 12 month moratorium on the payment of fees, commencing 1 February 2019, due to the leased areas being inundated by flood waters resulting in damages to infrastructure. Expenditure below budget. Expenditure will increase in next quarter as more works will be completed.				
3.2		Precept Expenses			
<b>Type:</b>	<i>Expenditure - Operational Costs</i>				
<b>Accountability:</b>	Environmental and Regulatory Services				
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$18,100</b>	
<b>Actuals:</b>				<b>\$ -</b>	
<b>Percentage of Completion:</b>				<b>0%</b>	
<b>Strategy:</b>	Contribution to the Department of Agriculture, Fisheries and Forestry for weed and pest management.				
<b>Progress Comments:</b>	Have not received invoice yet, likely to be received later in the financial year.				

<b>Capital Works Program 2019-2020 Version 1.1</b>						
as at 31 December 2019						
<b>Infrastructure &amp; Works</b>	<b>PM</b>	<b>Actuals</b>	<b>%</b>	<b>Budget</b>	<b>Grants/Other</b>	<b>MID YEAR Comments</b>
<b>Roads</b>						
Gilliat/McKinlay Road	DERS	-	0%	300,000	300,000	Start and completion of works tentatively early May 2020
Byrimine Road	DERS	-	0%	200,000	200,000	Start and completion of works tentatively early May 2020
Burke Street - reseal	DERS	173,708	35%	500,000	500,000	Start and completion of works tentatively early December 2019
Julia Creek Truck Bay stabilisation and reseal	DERS	-	0%	100,387	100,387	Just need confirmation from the finance team that there is money here as previously neither TIDs or R2R could be used to bank role this project
Betterment Project - Gilliat/McKinlay Rd	DERS	4,545	0%	3,000,000	3,000,000	This application is still with the funding body awaiting decision
Combo Waterhole Sealing Project	DERS	1,341,908	54%	2,500,000	2,500,000	\$520,036.07 committed order. Sealing works earmarked to coincide with Burke Street sealing works
Install Kerb & Channel - Burke Street	DERS	1,125	1%	100,000		Completed. Costs have been allocated incorrectly. Transfers will be completed.
Footpath Paving - Booth - QGAP and Old Coffee Shop to Museum	DERS	-	0%	50,000		Completed. Costs have been allocated incorrectly. Transfers will be completed.
<b>TOTAL ROADS</b>		<b>1,521,286</b>	<b>23%</b>	<b>6,750,387</b>	<b>6,600,387</b>	
<b>Wastewater</b>						
Julia Creek Sewerage Upgrade Project	DERS	355,393	99%	360,550		Committed Order \$15,150.09 - final payment request will be made at the end of the commissioning period 26th of November for \$19,000, if we can not get a discount on the stair and platform installation supplied in lieu L&D payments.
Sewerage Lagoon Flow Monitoring	DERS	23,186	77%	30,000		Committed Order \$1,984.65 - P&D have just installed the lagoon flowmeters so the committed order is now completed, and the quotation for the remote units required for the telemetry connection has been received and ordered.
Julia Creek Manhole lid Replacement	DERS	2,323	7%	31,000		Send back lids as they were incorrect, replacements coming
Julia Creek Sewerage scada system replacement	DERS	7,942	16%	50,000		Committed Order \$40,432.27 - Fully Wired has the order for this works parts have been dispatched, installation will be completed before Xmas.
<b>TOTAL WASTEWATER</b>		<b>388,843</b>	<b>82%</b>	<b>471,550</b>	-	
<b>Water</b>						
Julia Creek Water - New Bore	DERS	317	0%	700,000	350,000	There is plans to prepare a scope of works that will morph into a tender document to the open market, possibly go to the open market after Christmas 2019
Water Tower Renewal	DERS	-	0%	700,000	700,000	Cardno have been commissioned to scope up the tender document for the open market and will be overseeing the procurement of a preferred supplier, it is expected that works will commence about May 2020
Scarda System for Water	DERS	30,868	119%	26,000		Fully Wired have commenced work
Water Main McIntyre Park	DERS	4,808	3%	170,000		Committed order \$7,615.40 - It has been identified and accepted that earlier scope of works methodologies and industry practices coupled with regulatory requirements are at odds with costs and long term benefit to the community, therefore this project is on hold pending the outcome of investigations into another water supply source of methodology – this could in theory kick this project of again end of May beginning of June 2020.
Water Meter (backflow prevention) Installation Program	DERS	-	0%	25,000		Possibly this project could get a start mid March 2020
Kynuna Water Upgrades	DERS	8,048	27%	30,000		The new filtration system and pump is in installed working, more works to come possible completion February 2020
Kynuna Water Tower Ladder Reinstatement	DERS	-	0%	5,000		Ladder works for now completion end of February

<b>TOTAL WATER</b>		<b>44,040</b>	<b>3%</b>	<b>1,656,000</b>	<b>1,050,000</b>	
<b>Transport</b>						
Julia Creek Airport - Shed	DERS	-	0%	20,000		Currently no plans
Replace PAL System at Julia Creek Airport	DERS	19,855	99%	20,000		Project complete
Julia Creek Airport - Fuel Pods	DERS	-	0%	20,000		Still in planning phase
<b>TOTAL TRANSPORT</b>		<b>19,855</b>	<b>33%</b>	<b>60,000</b>	-	
<b>Other</b>						
						Committed Orders \$222,165.16 - Ordered 2019 HINO FS2848 Rigid Truck with Rydweld accessories. Purchased and received 2019 Hino FD 1124 truck, 2019 Hino 5540 crew truck, 2 x Toyota Hilux Auto Double cab 4x4 and 1 Hilux Manual Extra cab 4x4. There is plans to order heavy plant and equipment that over the coming months will, also the Garbage kerb side truck is very bad in need of upgrade, so this will also make a serious dent in the approved amount
Plant & Vehicle Replacement	DERS	494,552	31%	1,606,500		
Diagnostic Computer Reader for all vehicles	DERS	-	0%	30,000		This item can be purchased reasonably quickly
<b>TOTAL OTHER</b>		<b>494,552</b>	<b>30%</b>	<b>1,636,500</b>	-	
<b>Environment Management</b>						
	<b>PM</b>	<b>Actuals</b>	<b>%</b>	<b>Budget</b>	<b>Grants/Other</b>	<b>Comments</b>
<b>Reserves Fencing</b>	DERS	<b>40,661</b>				
McKinlay Reserve	DERS	-	0%	15,000		Commencement date TBA
Nelia Reserve	DERS	1,666	5%	30,500		Completed. Costs booked to incorrect number, transfer will be completed.
Kynuna River Paddock	DERS	16,131	108%	15,000		Near completion
Kynuna Racecourse Paddock	DERS	-	0%	15,000		Commencement date TBA. Possibly March or April
Julia Creek Dump Paddock (Wiles)	DERS	-	0%	5,000		Commencement date TBA
<b>Reserve Water Upgrade and Poly Tanks</b>	DERS					
McKinlay Reserve	DERS	17,538	44%	40,000		Committed Orders \$17,586.51 - Near completion
Kynuna Reserve	DERS	-	0%	40,000		Commencement date TBA - April 2020
DIP Paddock	DERS	1,741	4%	40,000		Committed order \$14,171.76 - Tank is in place. Fencing completed to go around water. Pipeline still needs to be laid.
<b>TOTAL ENVIRONMENT MANAGEMENT</b>		<b>\$ 40,661</b>	<b>20%</b>	<b>200,500</b>	<b>\$ -</b>	
<b>Community Services &amp; Facilities</b>						
	<b>PM</b>	<b>Actuals</b>	<b>%</b>	<b>Budget</b>	<b>Grants/Other</b>	<b>Comments</b>
<b>Buildings &amp; Other Structures</b>						
Caravan Park Landscaping and Bath Houses	DCCS	184,989	57%	326,566.10	244,925	Committed order \$161,553.53 - SNR Morgan engaged. Designs finalised.
Caravan Park replacement shed and concrete pad	DERS	-	0%	5,000.00		This project is on hold, pending cost re-evaluation of project costs
Bush Kitchen	DERS	51,225	35%	146,906.93		Delivered. Landscaping completed. Connection and tanks to be installed this calendar year.
Innovation Hub	DCCS	49,026	5%	1,047,500.00	523,750	Committed Order \$116,405.26. Peak Services engaged to Project Manage and Procure Services. Lead Design Consultant engaged final design documentation estimated for early December 2019. Tender for construction to be released January 2020.
Duncan McIntyre Museum Renovation	DERS	-	0%	15,000.00		
Julia Creek Community Precinct Fit Out	DERS	377,751	94%	400,000.00	400,000	Committed Orders \$10,235.29 - Works is almost complete, it is envisaged that additional monies is required to bring this project to finality, approximate completion date before Christmas tree

McKinlay Community Shed	DCCS	12,322	62%	20,000.00	20,000	Committed Order \$5,201.50. – Contractor has completed works on the concrete extension between the shed and the tennis courts. Contractor is still yet to erect 2 x 9 meter awning to finalise this project.
Julia Creek SES/Museum extension	DERS	-	0%	10,000.00		fencing
Kev Bannah Oval Switchboard Upgrade	DERS	-	0%	12,000.00		Committed Order \$11,896 - Daniell (Fully Wired) has advised that he has submitted the works form with Ergon and is waiting on confirmation on available dates to do the change over which he believes will be completed by end of the month
McIntyre Park Switch board Upgrade	DERS	-	0%	10,500.00		Committed Order \$10,327 - Daniell (Fully Wired) has advised that he has submitted the works form with Ergon and is waiting on confirmation on available dates to do the change over which he believes will be completed by end of the month
McIntyre Park Power Pole Replacement	DERS	-	0%	5,000.00		Committed Order \$4,145.60 - This should be completed with the jobs above
McIntyre Park Arena Light	DERS	24,348	97%	25,000.00		Completed
McKinlay SES Project	DERS	17,992	30%	59,800.00	59,800	Items for the fitout have been ordered and some already received with Council staff installing these. Plumbing to be finalised when installation of sink and benches arrive. The sealing works in front of the Emergency Shed will be done to create a all weather access when there is a sealing crew next in McKinlay. This approval has been granted by Main Roads and also the signage for discourage parking across the driveway.
Julia Creek Swimming Pool Perimeter Fence	DERS	41,857	70%	60,000.00		Completed
John McKinlay Statue	DCCS	-	0%	6,000.00		Incomplete
Land Purchase	DCCS	-	0%	30,000.00		Incomplete
Kev Bannah Oval Grandstand	DERS	-	0%	110,000.00	66,000	Committed order \$459.10 - Due to being unable to secure funding, restorations works is now on hold, Greg Lonsdale Senior has been commissioned to 'make safe as much as practical' the stand – this monies can be utilised on the Kynuna water tank upgrade
Daren Ginns Gym Extension	DCCS	20,448	11%	187,500.00	150,000	Committed Order \$1,515. Peak Services engaged to Project Manage and Procure Services. Construction Contractor Engaged with works to commence at the end of January 2020.
<b>TOTAL COMMUNITY BUILDINGS &amp; OTHER STRUCTURES</b>		<b>779,958</b>	<b>31%</b>	<b>2,476,773</b>	<b>1,464,475</b>	
<b>Parks &amp; Gardens</b>						
Lions Park - Fencing	DERS	-	0%	30,000	10,000	
McKinlay Garden Beds Middleton Street	DERS	8,952	18%	50,000		Waiting for trees from Corrina to be supplied.
McKinlay Centenary Park Upgrading septic tank	DERS	3,607	45%	8,000		Quotes have been requested for plumbing work. Septic tank onsite.
Julia Creek Silt Removal	DERS	-	0%	30,000		Most of the silt is removed.
Kynuna Toilet Block - Kynuna septic tank and disposable to be deigned after block has been completed						Committed Orders \$6,692.62 - Waiting for transport of the toilet block from Julia Creek to Kynuna.
Solar power for the Kynuna toilets (0420-2600-0013)	DERS	34,981	63%	55,668		
Kynuna Park project, Shed pad and gravel	DERS	2,781	6%	48,719		Concrete pad down and shade structure is on site, not erected yet.
Julia Creek Dog Park	DERS	41,574	83%	50,000		Committed orders \$70.70 - Majority of project is complete, some finishing touches still need to be compelte such as growing lawn.
Toilet Block - Truck Park Julia Creek	DERS	39,754	66%	60,000		Committed Orders \$39,753.6
Julia Creek Cemetary - Toilet	DERS	129	1%	25,000		Toilet block is onsite, just working out where to put it.
Julia Creek Cemetary - Irrigation Upgrade	DERS	-	0%	45,000		
<b>TOTAL PARKS &amp; GARDENS</b>		<b>131,778</b>	<b>33%</b>	<b>402,387</b>	<b>10,000</b>	
<b>Council Housing</b>						
3 Coyne Street, Julia Creek	DERS	-	0%	20,000		Drawings are being submitted to builders for quotes

Airport Residence - bathroom	DERS	-	0%	12,000		Drawings are being submitted to builders for quotes
Netterfield Residence		13,024	87%	15,000		
<b>TOTAL COUNCIL HOUSING</b>		<b>13,024</b>	<b>28%</b>	<b>47,000</b>	<b>0</b>	
<b>Corporate Services</b>	<b>PM</b>	<b>Actuals</b>	<b>%</b>	<b>Budget</b>	<b>Grants/Other</b>	<b>Comments</b>
<b>Buildings &amp; Other Structures</b>						
McKinlay Depot Accommodation	DERS	51,283	99%	51,700	80,000	ETA 15 November 2019
McKinlay Depot septic tank replacement	DERS	11,846	99%	12,000		
<b>TOTAL CORPORATE BUILDINGS &amp; OTHER STRUCTURES</b>		<b>63,129</b>	<b>99%</b>	<b>63,700</b>	<b>80,000</b>	
<b>Other</b>						
Office Equipment - Replacemnt of furniture, IT equipment, software and other	DCCS	510	2%	30,000		Committed Order \$2,372.50 - Purchases being made as requested.
<b>TOTAL OTHER</b>		<b>\$ 510</b>	<b>2%</b>	<b>30,000</b>	<b>-</b>	
<b>Economic Development</b>	<b>PM</b>	<b>Actuals</b>		<b>Budget</b>	<b>Grants/Other</b>	<b>Comments</b>
Julia Creek Livestock Facility	DERS	-	0%	25,000		Commencement date TBA
Julia Creek Livestock Facility - Amenities	DERS	-	0%	25,000		Commencement date TBA
Julia Creek Dip & Yards Facility	DERS	-	0%	400,000	200,000	In progress
<b>TOTAL ECONOMIC DEVELOPMENT</b>		<b>-</b>	<b>0%</b>	<b>450,000</b>	<b>200,000</b>	
<b>TOTAL</b>		<b>3,497,635</b>	<b>25%</b>	<b>\$ 14,244,797</b>	<b>\$ 9,404,862</b>	



## Capital Works Program 2019-2020 Version 1.1

Infrastructure & Works	Actuals	%	Budget	Grants/Other
Roads	\$1,521,285.74	23%	\$6,750,387.00	\$6,600,387.00
Wastewater	\$388,843.42	82%	\$471,550.00	\$0.00
Water	\$44,039.96	3%	\$1,656,000.00	\$1,050,000.00
Transport	\$19,854.76	33%	\$60,000.00	\$0.00
Other	\$494,551.66	30%	\$1,636,500.00	\$0.00
<b>Subtotal</b>	<b>\$2,468,575.54</b>	<b>23%</b>	<b>\$10,574,437.00</b>	<b>\$7,650,387.00</b>
Environmental Management	Actuals		Budget	Grants/Other
Reserves	\$40,660.58	20%	\$200,500.00	\$0.00
<b>Subtotal</b>	<b>\$40,660.58</b>	<b>20%</b>	<b>\$200,500.00</b>	<b>\$0.00</b>
Community Services & Facilities	Actuals		Budget	Grants/Other
Community Buildings & Other Structures	\$779,957.64	31%	\$2,476,773.03	\$1,464,474.57
Parks & Gardens	\$131,778.10	33%	\$402,387.00	\$10,000.00
Council Housing	\$13,023.75	28%	\$47,000.00	\$0.00
<b>Subtotal</b>	<b>\$924,759.49</b>	<b>32%</b>	<b>\$2,926,160.03</b>	<b>\$1,474,474.57</b>
Corporate Services	Actuals		Budget	Grants/Other
Corporate Buildings & Other Structures	\$63,129.29	99%	\$63,700.00	\$80,000.00
Other	\$510.00	2%	\$30,000.00	\$0.00
Economic Development	\$0.00	0%	\$450,000.00	\$200,000.00
<b>Subtotal</b>	<b>\$63,639.29</b>	<b>12%</b>	<b>\$543,700.00</b>	<b>\$280,000.00</b>
<b>Total</b>	<b>\$3,497,634.90</b>	<b>25%</b>	<b>\$14,244,797.03</b>	<b>\$9,404,861.57</b>



## **8.4 LATE – Proposed Capital Works Amended Budged**

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A late report is being prepared regarding the above item. Please see the tabled documents provided at the Ordinary Meeting of Council on Tuesday, 28<sup>th</sup> January 2020, if not already received by email.



## **9.0 CHIEF EXECUTIVE OFFICER**

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No current items to bring to Council. CEO will provide updates to Councillors as General Business.



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

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## Workplace Health, Safety and Risk Report

DATE; <b>13 January 2020</b>	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Yearly <input type="checkbox"/> Two Yearly	
<b>December 2019</b>		
<b>Objectives of WH&amp;S Management System Plan 2019-2021</b> <ol style="list-style-type: none"> <li>Comply with the intent of the Workplace Health and Safety Act 2011 in preventing a persons death, injury or illness being caused by a workplace, by a relevant workplace area, by work activities, or by plant or substances for use at a workplace</li> <li>Contribute to a Management framework that allows all work areas to manage WH&amp;S in a preventative way;</li> <li>Ensure that WH&amp;S is an integral part of effective business practice; and</li> <li>Clearly state the principles for managing WH&amp;S and how the organisation is expected to perform in accordance with legislative requirements</li> </ol> <p><i>The primary objective is to provide a structured methodology to conduct all WH&amp;S matters over an annual cycle.</i></p> <ol style="list-style-type: none"> <li>McKinlay Shire Council (MSC) Management team have identified the top 5 work health and safety risks to Council for 2019 and will be reviewed annually. These are:-           <ul style="list-style-type: none"> <li>Verification of Competency (VOC)</li> <li>Contractor Management               <ul style="list-style-type: none"> <li>Sitepass is up and running.</li> </ul> </li> <li>Risk Management</li> <li>Fit for work</li> <li>Plant Risk Management</li> </ul> </li> </ol> <p><b>New Projects -</b></p> <p><i>WHS Officer is currently trialling a new system called SkyTrust (recommended by JLTA) which will help manage WHS in terms of Contractor management, Risk Management (SWMS &amp; JSEA's) WHS procedures, Audits/Inspections. There is a free 3 month trial for this program. Recommendation before the end of this trial will be made as to whether to proceed with the program, this will likely replace Sitepass/E3Learning at a significant saving.</i></p>		
<b>Quarterly KPI's</b>	<b>Measurement / Score</b>	<b>Detail / Information</b>
80% of completed items indicated in QAP's	82%	Figure is ongoing.
20% of carry over items indicated in QAP's	Added to RAP	See QAP's, Per Quarter and accumulative tally
<b>Quarterly KPI's</b>	<b>Measurement / Score</b>	<b>Detail / Information</b>
Progressive Statistics as above	✓	See QAP's Table following on P3 of this Report, Per month and accumulative tally
Progressive incidents, LTI's and days lost over the year;	✓	Incident and Event Statistical information collated on P4 of this Report, Per month and accumulative tally
Progressive lost time frequency and duration rates compared to the scheme	✓	LGMS Dashboard Information, P4 of Report

Progressive costs of claims over the year;	✓	LGMS Dashboard Information, P4 of Report
Hazard inspections completed as per the Hazard Inspection Matrix	✓	See Hazard Inspection Table on P3
<b>Yearly KPI's</b>	<b>Measurement / Score</b>	<b>Detail / Information</b>
Progressive monthly statistics as above	✓	See QAP's Table following on P3 of this Report, Per month and accumulative tally
Progressive incidents, LTI's and days lost over the year;	✓	Incident and Event Statistical information collated on P4 of this Report, Per month and accumulative tally
Progressive lost time frequency and duration rates compared to the scheme	✓	LGMS Dashboard Information, P4 of Report
Progressive costs of claims over the year;	✓	LGMS Dashboard Information, P4 of Report
Hazard inspections completed as per the Hazard Inspection Matrix	✓	See Hazard Inspection Table on P3
Results of Internal WH&S Management System Audit or the WHSA Annual Assessment Report	<i>Still ongoing</i>	<i>To Schedule 2019 - Is currently in progress – all requirements for the audit have been put together and put onto a USB drive and posted to JLTA. Results are pending.  Email from John Egan 28/08/19 indicates that this will only be completed after next Region WHS meeting in November.</i>
<b>Two (2) Yearly</b>	<b>Measurement / Score</b>	<b>Detail / Information</b>
Progressive Monthly and 3 monthly statistics as above	✓	See the following tables for statistical outcomes.
Results of an external WHS Management Systems Audit or the WHSA's Annual Assessment Report	50%	
Results of the overall, two yearly injury trend analysis	N/a	Ongoing statistical information following
<b>Additional Objectives</b> (WH&S Management System Plan 2019 / 2021)	<b>Measurement / Score</b>	<b>Detail / Information</b>
Sufficient resources trained to conduct SafePlan's Internal WHS Management Systems Auditing.	TBC	JLTA is completing current audit, will look to complete this if necessary.
The audit report will be accompanied by a Rectification Action Plan (RAP) that will be forwarded to the CEO, Senior Management and then to the WHS Committee for discussion.	✓	
Actions Register; number of actions outstanding	✓	See the Actions Register Table at P3
Training / Information completed as per 'Matrix for T5 Papers' / mapped training E3 LMS.	✓	In process of change over of systems, See Compliance training table at P3
Prestarts and Toolbox Meetings completed	✓	See Table at P3 for Consultation completions

## Key Outcomes

1. Management and workers display commitment and involvement in achieving a safe and health workplace
2. Appropriate consultative mechanisms are implemented
3. Safe systems of work are implemented and maintained
4. Plant and equipment is maintained in a safe condition
5. All workers receive supervision, instruction, information & induction training in all matters pertaining to WHS
6. Reporting of all accidents / incidents & mishaps & / or systems that may be related to WHS risks at workplace
7. Effective rehabilitation programs with early intervention to assist injured workers back into the workplace
8. The provision & maintenance of workplaces and equipment where risk to people is eliminated or minimised;
9. Provision of personal protective clothing & equipment, where appropriate, for control of workplace hazards

**Note all of the above KPI's are mandatory and MUST be reported on as directed**

### Reference;

MSC WHS Safety Management System Plan 2019-2021  
 Procedure, Performance Measures, April 2015 and  
 Procedure, WH&S Incentives and Awards, March 2014

## Compliance Training

As per MSC WHS Safety Management System Plan 2019-2021

*E3Learning has been mostly abandoned at this point with only the ELC Staff still completing it.*

*Below shows the percentage of completion for each area (Corporate & Community only started Take 5's this last month). Contractor's percentages are based upon all those that have completed Take 5's in the last 4 months, so of these have left. Essentially all 3 major works crews completed the Take 5 WHS training.*

Month	Corporate & Community	Works/Depot/P&G	Contractors
June		81%	50%
July		21%	29%
August		45%	62%
September	85%	83%	62%
October	70%	79%	79%
November	0% (WHSO was late in providing Take 5's)	10% (WHSO was late in providing Take 5's)	63% (Majority completed, this is due to change over in contractors)

## Key Performance Indicators

As per 'Schedule, Hazard Management Inspection Register', and MSC WHS Safety Management System Plan 2019-2021 Including Quarterly Action Plans (QAP's)

MONTH	Quarterly Action Plans (MAP's)						Audits / Hazard Inspections			Traffic Signage Checklist	WH&S Audits & Observ.			Consultation		Risk Management			Comments / Information
	#	Total	Close Out	Comp %	Target	Transferred to CAR	Sched	Complete	Not Comp		Total Due	Total completed	% Complete	P/Start	T/box	JSEA's & SWMS's	Plant & Equip	Journey Plans	
Jan-19	12	12	7	58%	80%	5	42%	0	0	0	0	0	72	1	4				
Feb-Mar 19	19	19	16	84%	80%	3	16%	51	32	19	51	32	63%	195	11	8			
Apr-Jun 19	12	12	10	83%	80%	2	17%	41	19	22	41	19	46%	398	37	4			
Jul-Sep 19	12	12	11	92%	80%	1	8%	49	27	22	338	49	27	55%	521	19	18		
Oct-Dec 19	12	12	11	92%	80%	1	8%	30	13	17	368	30	13	43%	357	22	36	48	
Jan-Mar 20	17				80%						4							4	
Apr-Jun 20	12				80%														
Jul-Sep 20	11				80%														
Oct-Dec 20	11				80%														
Jan-Feb 21	15				80%														
<b>Total 2018</b>	<b>133</b>		<b>55</b>	<b>82%</b>	<b>80%</b>	<b>78</b>	<b>18%</b>	<b>171</b>	<b>91</b>	<b>80</b>	<b>171</b>	<b>91</b>	<b>53%</b>	<b>1543</b>	<b>90</b>	<b>70</b>	<b>0</b>		

OUTSTANDING ACTIONS	Extreme Risk	High Risk	Moderate Risk	Low Risk	Details / Comments
Total 152	1	24	89	38	At 13/01/2020

Extreme Risk; Identified issue with access to Kynuna Bore, EWP Access only – remove platform and ladder (dangerous)

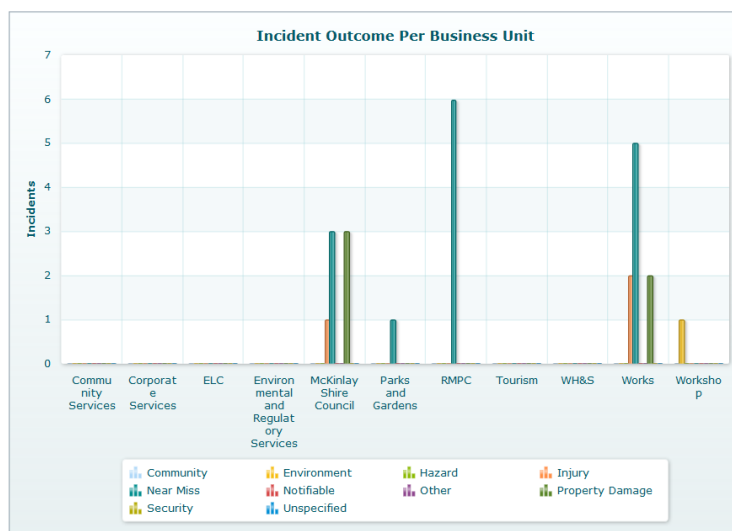
Actions are identified via Inspections, Audits, Incidents etc. and their risk assessed, with preventative or corrective actions identified to control the risk – this process improves the Health, Safety and compliance of the business.

## LGW

LGW have changed their reporting recently, and nil available at this time.

## Incidents and Events

### Incidents for MSC - 2019 YTD by Business Unit



MONTH	Total Reports	Injuries					Damage		Environ.	Hazards	Breach	Near Miss	Lost Time		
		LTI	RRTW	MTI	FAI	Report Only	Not work Related	Plant, Equ & Property					Vandalism	Spills	Procedural
Jan-19	1											1			
Feb-19	1											1			
Mar-19	4					1						3			
Apr-19	2											2			
May-19	2							2							
Jun-19	0														
Jul-19	1											1			
Aug-19	5							3				2			
Sep-19	1											1			
Oct-19	1								1						
Nov-19	3							3							
Dec-19	1	1													
<b>Total 2019</b>	<b>22</b>	<b>1</b>		<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>11</b>	<b>0</b>	<b>0</b>
<b>2019</b>															
Monday	3	14%				<b>0600 to 1200</b>	<b>7</b>	<b>32%</b>							
Tuesday	7	32%				1200 - 1600	11	50%							
Wednesday	4	18%				1600 - 0600	4	18%							
Thursday	6	27%				Unknown		0%							
Friday	1	5%													
Sat / Sun	1	5%													
	<b>22</b>	<b>100%</b>					<b>22</b>	<b>100%</b>							

There has been an increase in Near Miss reporting which has allowed for changes to be made before a serious injury occurs.





## 11. MEMBERS BUSINESS

## 12. CLOSE