

Ordinary Meeting Agenda

PUBLIC

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

Tuesday 20th October 2020, 9:00am

Notice is hereby given that an Ordinary Meeting will be held at the Council Chambers,
Civic Centre, Julia Creek on 20th October 2020 at 9:00am.

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<u>2.2 Appointment – Dirt n Dust Festival Committee 10:00am</u>	
2.2.1 Meeting – Mr Stephen Malone, Margie Ryder, Brent Armstrong (Alliance Planning), Nicole Zimmerle (Alliance Planning), Casey Mitchell	
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1. OPENING BUSINESS

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

2. ATTENDANCE

Mayor: Cr. P Curr
Members: Cr. J Fegan, Cr. S Royes, Cr. J Lynch, Cr. T Pratt

Staff:

Chief Executive Officer, John Kelly
Executive Assistant, Mrs. Katie Woods
Director of Corporate and Community Services, Ms. Tenneil Cody
Director of Engineering, Environment and Regulatory Services, Mr. Cameron Scott
Environmental and Regulatory Services Team Leader, Ms. Megan Pellow

Other people in attendance:

Queensland Reconstruction Authority – Robert da Fonseca
Dirt n Dust Festival Committee – Stephen Malone, Casey Mitchell, Brent Armstrong (Alliance Planning), Nicole Zimmerle (Alliance Planning)

Apologies:

Margie Ryder – Dirt n Dust Festival Committee

2.1 APPOINTMENT

Presentation of Mars Portal – Robert da Fonseca – Queensland Reconstruction Authority at 9:30am

2.2 APPOINTMENT

2.2.1 Meeting – Dirt n Dust Festival Committee – Mr Stephen Malone, Casey Mitchell, Brent Armstrong (Alliance Planning), Nicole Zimmerle (Alliance Planning) – at 10:00am

3. DECLARATION OF CONFLICT OF INTEREST

Cr. P Curr

1. I inform this meeting that I have a declarable conflict of interest in this matter (as defined in section 150EN of the Local Government Act 2009). The nature of my interest is as follows:

This declarable conflict of interest arises because a person who is a related party of mine has an interest in this matter reference item 6.3

Particulars:

- (i) Name of related party: Jenifer Heslin
- (ii) The nature of my relationship with this related party is Jenifer is my sister
- (iii) The nature of the related party's interests in this matter are that she stands to gain access to public land.

I propose to leave and stay away from the place where the meeting is being held while this matter is discussed and voted on.

4. CONFIRMATION OF MINUTES

That the Minutes of the September Ordinary Meeting on 15th September 2020 be confirmed.

That the Minutes of the October Special Meeting on 13th October 2020 be confirmed.



2.1 APPOINTMENT

QRA – MR ROBERT DA FONSECA

**PRESENTATION OF MARS
PORTAL**



2.2 APPOINTMENT

DIRT N DUST FESTIVAL COMMITTEE



MCKINLAY SHIRE COUNCIL

UNCONFIRMED MINUTES

OF THE

ORDINARY MEETING OF COUNCIL

HELD AT THE

BOARDROOM, CIVIC CENTRE
JULIA CREEK

15th September 2020

ORDER OF BUSINESS

1. Opening
2. Attendance

2.1 CONFIDENTIAL Appointment Via Teleconference

2.1.1 LATE CONFIDENTIAL Report – Julia Creek Aerodrome – to be circulated prior to the meeting

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 LATE CONFIDENTIAL – Hickman St Pump Station Refurbishment Tender Evaluation

6. ENVIRONMENTAL & REGULATORY SERVICES REPORT

- 6.1 Environmental & Regulatory Services Monthly Report
- 6.2 Request for Permanent Road Closure adjacent to the Julia Creek Motel Report

7. COMMUNITY SERVICES REPORT

- 7.1 Community Services Monthly Report
- 7.2 McIntyre Park and Bus Hire Fee Waiver Rodeo Fundraiser
- 7.3 RADF Quick Response
- 7.4 Report Caravan Park Pricing 2021
- 7.5 Dirt and Dust Licence Report
- 7.6 CONFIDENTIAL – Contract for Sale of Land Lots 18-19 JC 55713

8. CORPORATE SERVICES REPORT

- 8.1 Corporate Services Report
- 8.2 TIDS R2R Funding

9. CHIEF EXECUTIVE OFFICERS REPORT

- 9.1 CEO Report – to be circulated prior to the meeting
- 9.2 2020 Council Meeting Dates for 2021

10. WORKPLACE HEALTH AND SAFETY

- 10.1 Workplace Health and Safety Report

11. CLOSE

1. OPENING BUSINESS ▲

All Councillors having signed the Attendance Book, Mayor Philip Curr declared the meeting open at 8:58am.

2. ATTENDANCE ▲

Mayor: Cr. P Curr

Members: Cr. J Fegan, Cr. S Royes, Cr. J Lynch, Cr. T Pratt

Staff:

Chief Executive Officer, Mr. John Kelly

Executive Assistant, Mrs. Katie Woods

Director of Corporate & Community Services, Ms. Tenneil Cody

Works Manager, Michael McConnell

Environmental and Regulatory Services Team Leader, Megan Pellow

Other people in attendance:

Nil

Apologies:

Nil

2.1 APPOINTMENT ▲

At this time 9.00a.m. the Helix legal Team joined the meeting comprising
Principal Helix Legal, Janelle Kerrisk
Helix Legal, Johnathan Miliszewski
Airport Pavement Engineering Specialist Pty Ltd, Dr Greg White
Counsel, Merissa Martinez

The Mayor welcomed the participants and thanked them for being available.
Helix Legal advised the meeting that the ensuing discussions are protected by legal privilege.

PROCEDURAL MOTION

That Council accept late agenda item;

2.1.1 LATE CONFIDENTIAL – Legal Estimates - Julia Creek Aerodrome Rectification Works

Resolution No. 070/2021

Council accepts late agenda item;

2.1.1 LATE CONFIDENTIAL – Legal Estimates - Julia Creek Aerodrome Rectification Works

Moved Cr. T Pratt

Seconded Cr. J Fegan

CARRIED 5/0

PROCEDURAL MOTION

That the meeting be closed to the public in accordance with *Section 275 (1) (f) of the Local Government Regulation 2012*, starting or defending legal proceedings involving the local government;

Resolution No. 071/2021

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

Moved Cr. T Pratt

Seconded Cr. S Royes

CARRIED 5/0

2.1.1 LATE CONFIDENTIAL – Legal Estimates - Julia Creek Aerodrome Rectification Works**Confidentiality:**

This report is CONFIDENTIAL in accordance with Section 275 1(f) 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 (f) starting or defending legal proceedings involving the local government;

Attendance: Principal Helix Legal, Janelle Kerrisk, Helix Legal, Johnathan Miliszewski, Airport Pavement Engineering Specialist Pty Ltd, Dr Greg White, Paloma Chambers, Counsel Merissa Martinez left the meeting at 9:45am.

PROCEDURAL MOTION**Resolution No. 072/2021**

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

Moved Cr. J Fegan

Seconded Cr. J Lynch

CARRIED 5/0

2.1.1 RECOMMENDATION

That Council instructs legal team – Helix Legal to:

- a. Issue a notice of dispute under clause 47 of Council's construction contract with HSA and invite the designers – Built Environment Collective Pty Ltd T/A BE Collective (BEC) Superintendent and the constructors – Highway Stabilizers Australia Pty Ltd (HSA) to a dispute meeting as anticipated by that construction contract;
- b. Failing an agreement at that dispute meeting (such as HSA agreeing to perform the works with HSA and BEC contributing to the costs thereof, and under supervision of an independent Superintendent), Council may commence proceedings in the Queensland Supreme Court; OR
- c. As an intermediate (non-contractually mandated option) that Council seek an agreement with BEC and HSA that a mediation or expert determination will be a quicker and cheaper way to resolve the dispute.

Resolution No. 073/2021

That Council instructs legal team – Helix Legal to:

- a. Issue a notice of dispute under clause 47 of Council's construction contract with HSA and invite the designers – Built Environment Collective Pty Ltd T/A BE Collective (BEC) Superintendent and the constructors – Highway Stabilizers Australia Pty Ltd (HSA) to a dispute meeting as anticipated by that construction contract;
- b. Failing an agreement at that dispute meeting (such as HSA agreeing to perform the works with HSA and BEC contributing to the costs thereof, and under supervision of an independent Superintendent), Council may commence proceedings in the Queensland Supreme Court; OR
- c. As an intermediate (non-contractually mandated option) that Council seek an agreement with BEC and HSA that a mediation or expert determination will be a quicker and cheaper way to resolve the dispute.

Moved Cr. J Lynch

Seconded Cr. P Curr

CARRIED 5/0

3. DECLARATION OF CONFLICT OF INTEREST ▲

Nil

4. CONFIRMATION OF MINUTES ▲

Confirmation of Minutes of the Ordinary Meeting of Council held on 18th August 2020.

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 18th August 2020 be confirmed.

Resolution No. 074/2021

The Minutes of the Ordinary Meeting of Council held on 18th August 2020 are confirmed.

Moved Cr. J Lynch

Seconded Cr. J Fegan

CARRIED 5/0

4.2 BUSINESS ARISING FROM PREVIOUS MINUTES ▲**5. ENGINEERING SERVICES** ▲**5.1 Engineering Works Report**

This report outlines the general activities for the Engineering Department for the month of August 2020.

RECOMMENDATION

That Council receives the Engineering Services monthly report for August 2020.

Resolution No. 075/2021

That Council receives the Engineering Services monthly report for August 2020.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

Actions:

Staff to arrange for the new Kynuna Water tank to be connected to the system.

DC&CS will investigate possible sources of funding for a replacement bore at Kynuna.

Staff to advise what are the arrangements for stock watering from the Neila bore.

CEO to update his previous advice on status of surplus generators.

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

This report outlines the general activities, revenue and expenditure for the department for the period August 2020.

RECOMMENDATION

That Council receives the August 2020 Environmental and Regulatory Services Report.

Resolution No. 076/2021

Council receives the August 2020 Environmental and Regulatory Services Report.

Moved Cr. T Pratt

Seconded Cr. J Fegan

CARRIED 5/0

6.2 Request for Permanent Road Closure on road identified as Byrne Street situated adjacent to the Julia Creek Motel

Council have received correspondence from Scott & Michele Zadow seeking Council's permission to have a permanent road closure on the road adjacent to the Julia Creek Motel currently identified as Byrne Street.

RECOMMENDATION

That Council advise Scott and Michele Zadow that Council do not support the permanent road closure due to water, sewer and power assets being located within the road reserve. The closure of this road would require a permanent easement over each of the services to a width of the existing road reserve.

Resolution No. 077/2021

That Council advise Scott and Michele Zadow that Council do not support the permanent road closure due to water, sewer and power assets being located within the road reserve. The closure of this road would require a permanent easement over each of the services to a width of the existing road reserve.

Moved Cr. P Curr

Seconded Cr. T Pratt

CARRIED 5/0

PROCEDURAL MOTION

That Council accept late agenda item 5.2;

5.2 CONFIDENTIAL & LATE Report Assessment of Tenders for the Hickman Street Pump Station Refurbishment,

Resolution No. 078/2021

Council accepts late agenda items;

5.2 CONFIDENTIAL Report Assessment of Tenders for the Hickman Street Pump Station Refurbishment

Moved Cr. J Fegan

Seconded Cr. J Lynch

CARRIED 5/0

PROCEDURAL MOTION

That the meeting be closed to the public in accordance with *Section 275 (1) (e) of the Local Government Regulation 2012*, to discuss contracts proposed to be made by it;

Resolution No. 079/2021

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

Moved Cr. J Fegan

Seconded Cr. P Curr

CARRIED 5/0

5.2 CONFIDENTIAL Report Assessment of Tenders for the Hickman Street Pump Station Refurbishment**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 Councilor's consider it necessary to discuss (e) contracts proposed to be made by it;

PROCEDURAL MOTION

Resolution No. 080/2021

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

Moved Cr. J Fegan

Seconded Cr. P Curr

CARRIED 5/0

RECOMMENDATION

That Council awards the Tender T1920035 to Re-Pump Australia Pty Ltd for the amount of \$671,660 Excl. GST and

A request be lodged with the funding Agency Drought Communities to extend the date for completion to 30 June 2021.

Resolution No. 081/2021

That Council awards the Tender T1920035 to Re-Pump Australia Pty Ltd for the amount of \$671,660 Excl. GST and

A request be lodged with the funding Agency Drought Communities to extend the date for completion to 30 June 2021.

Moved Cr. P Curr

Seconded Cr. J Lynch

CARRIED 5/0

Attendance – Environmental and Regulatory Services Team Leader, Megan Pellow left the meeting room at 10:52am

PROCEDURAL MOTION

That Council accepts to bring forward item 8.2;

8.2 TIDS and Roads to Recovery Funding Allocation

Resolution No. 082/2021

Council accepts to bring forward item 8.2;

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

Possible Perceived Conflict of Interest

Cr Philip Curr declared that whilst he did not believe he has, he wished to err on the side of caution, as he may have a perceived interest in this matter as he lives on Taldora road which is being considered for inclusion in this program.

Cr Curr has further determined that this personal interest is not of sufficient significance that it will lead him to making a decision on the matter that is contrary to the public interest. He will best perform his responsibility of serving the overall public interest of the whole of the Council's area by participating in the discussion and voting on this matter.

However, he acknowledge that the remaining councillors must determine, pursuant to section 175E(4) of the *Local Government Act 2009*: -

- (a) Whether he has a real conflict of interest in this matter or a perceived conflict of interest in this matter; and
- (b) If so, whether: -
- i. He must leave the meeting while this matter is discussed or voted on; or
 - ii. He may participate in the meeting in relation to the matter, including by voting on the matter.”

Vote on the Question of Perceived Conflict of Interest

The remaining four Councillors considered this matter to be a perceived conflict and voted unanimously that Cr Curr could remain in the meeting and participate in the voting.

Possible Perceived Conflict of Interest

Cr Janene Fegan declared that whilst she did not believe she has, she wished to err on the side of caution, as she may have a perceived interest in this matter as her business is situated on Burke St Julia Creek which is being considered for inclusion in this program.

Cr Fegan has determined that this personal interest is not of sufficient significance that it will lead her to making a decision on the matter that is contrary to the public interest. She will best perform his responsibility of serving the overall public interest of the whole of the Council's area by participating in the discussion and voting on this matter.

However, she acknowledge that the remaining councillors must determine, pursuant to section 175E(4) of the *Local Government Act 2009*: -

- (a) Whether she have a real conflict of interest in this matter or a perceived conflict of interest in this matter; and
- (b) If so, whether: -
- i. She must leave the meeting while this matter is discussed or voted on; or
 - ii. She may participate in the meeting in relation to the matter, including by voting on the matter.”

Vote on the Question of Perceived Conflict of Interest:

The remaining four Councillors considered this matter to be a perceived conflict and voted unanimously that Cr Fegan could remain in the meeting and participate in the voting.

Attendance – Mayor P Curr left the room at 11:35am

Attendance – Mayor P Curr re-entered the room at 11:36am

8.2 TIDS and Roads to Recovery Funding Allocation

Council is presented with this report to consider the re-allocation of Transport Infrastructure Development Scheme (TIDS) and Roads to Recovery (R2R) Funding.

RECOMMENDATION

That Council resolves to allocate the TIDS and R2R funding for 2020/21 to the following projects.

Nelia/Bunda Road Resealing Project \$500,000 (TIDS \$250,000, R2R \$250,000)

Punchbowl Road resealing Project \$525,484 (TIDS \$200,00, R2R \$325,484)

Further:

Council note that the District Director (North West) TMR has been advised that Council seeks to allocate unspent TMR funding of \$1,500,000 from the Combo Waterhole access road to the following projects:

Burke Street Footpath redevelopment safety between Quarrel and Burke Sts - \$500,000

Yorkshire Road Sealing (~8kms) - \$500,000

Dalgonally/Millungera Road Sealing (~10kms) - \$500,000

Resolution No. 083/2021

That Council resolves to allocate the TIDS and R2R funding for 2020/21 to the following projects.

Nelia/Bunda Road Resealing Project \$500,000 (TIDS \$250,000, R2R \$250,000)

Punchbowl Road resealing Project \$525,484 (TIDS \$200,00, R2R \$325,484)

Further:

Council note that the District Director (North West) TMR has been advised that Council seeks to allocate unspent TMR funding of \$1,500,000 from the Combo Waterhole access road to the following projects:

Burke Street Footpath redevelopment safety between Quarrel and Julia Sts - \$500,000

Yorkshire Road Sealing (~8kms) - \$500,000

Dalgonally/Millungera Road Sealing (~10kms) - \$500,000

Further allocate the TIDS and Roads to Recovery funding for years 2021/2022, 2022/2023 and 2023/2024 to the following projects:

Project	2020/21		
	TIDS	R2R	Total
Gilliat/McKinlay Road Sealing 2kms	\$ 125,000	\$ 125,000	\$ 250,000
Burke Street Reseal	\$ -	\$ 350,242	\$ 350,242
Nelia/Bunda Road Reseal	\$ 250,000	\$ 250,000	\$ 500,000
Punchbowl Road Reseals	\$ 200,000	\$ 325,484	\$ 525,484
	<u>\$ 575,000</u>	<u>\$ 1,050,726</u>	<u>\$ 1,625,726</u>

Project	2021/22		
	TIDS	R2R	Total
Gilliat/McKinlay Roads Reseal	\$ 100,000	\$ 100,000	\$ 200,000
Dalgonally Millungera Road Floodways x2	\$ -	\$ 100,000	\$ 100,000
Punchbowl Road - Alick Creek Floodway	\$ 35,000	\$ 35,000	\$ 70,000
Punchbowl Road gravel and seal	\$ 240,000	\$ 260,000	\$ 500,000
Taldora Road gravel and seal	\$ 200,000	\$ 205,484	\$ 405,484
	<u>\$ 575,000</u>	<u>\$ 700,484</u>	<u>\$ 1,275,484</u>

Project	2022/23		
	TIDS	R2R	Total
Oorindi Road - gravel and Seal 5km	\$ 50,000	\$ 250,000	\$ 300,000
Byrimine Road - gravel and Seal	\$ 250,000	\$ 250,000	\$ 500,000
Nelia/Bunda Road - gravel	\$ 130,000	\$ 200,484	\$ 330,484
	<u>\$ 430,000</u>	<u>\$ 700,484</u>	<u>\$ 1,130,484</u>

Project	2023/24		
	TIDS	R2R	Total
Byrimine Road - gravel and seal	\$ 230,000	\$ 250,000	\$ 480,000
Punchbowl Roads - gravel and seal	\$ 210,000	\$ 210,000	\$ 420,000
Taldora Road - gravel and seal	\$ 200,000	\$ 240,484	\$ 440,484
	<u>\$ 640,000</u>	<u>\$ 700,484</u>	<u>\$ 1,340,484</u>

and put forward to the NWQRRG for endorsement.

Moved Cr. T Pratt

Seconded Cr. J Lynch

CARRIED 5/0

7. COMMUNITY SERVICES

7.1 Community Services Monthly Report

Council is presented with the monthly Community Services report, which provides an overview of the operations for the month of August 2020.

RECOMMENDATION

That Council receives the Community Services monthly report for August 2020

Resolution No. 084/2021

That Council receives the Community Services monthly report for August 2020

Moved Cr. P Curr

Seconded Cr. J Fegan

CARRIED 5/0

7.2 Fee waiver – McIntyre Park Arena and Bus Hire

Council has received correspondence regarding plans for a committee to host a rodeo fundraising event on September 18 to honour a former member of the Shire who has fallen ill. The correspondence seeks Council approval to waive fees associated with hiring McIntyre Park for the rodeo event as well as fees associated with bus hire as there are plans in place to provide a courtesy bus for the evening.

RECOMMENDATION

That Council resolves to waive the fees associated with bus hire and McIntyre Park for the fundraiser that would normally amount to a total of \$1,520.

Resolution No. 085/2021

That Council resolves to waive the fees associated with bus hire and McIntyre Park for the fundraiser that would normally amount to a total of \$1,520.

Moved Cr. S Royes

Seconded Cr. T Pratt

CARRIED 5/0

7.3 Regional Arts Development Fund – Quick Response Applications

Following a RADF Committee meeting in August, the committee resolved to advertise Round 1 of the 2020/21 RADF Funding Program throughout September and October. Additionally, the committee also resolved to increase the eligible amount for Quick Response Applications to \$10,000 to encourage community groups to submit applications.

Council has received three (3) Quick Response Applications and the committee will be assessing the application prior to the Council meeting and their decision will be provided on the day.

RECOMMENDATION

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

- Flipside Circus - \$9,649
- McKinlay Crafty Old School House - \$6,300
- McKinlay Shire Cultural Association - \$3,720

Resolution No. 086/2021

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

- Flipside Circus - \$9,649
- McKinlay Crafty Old School House - \$6,300
- McKinlay Shire Cultural Association - \$3,720

Moved Cr. J Fegan

Seconded Cr. J Lynch

CARRIED 5/0

7.4 Caravan Park Self Contained Cabin Fees 2021

Council's Tourism Strategy Committee has examined accommodation pricing at surrounding Caravan Parks. The committee identified the need to increase pricing for self-contained cabins for 2021 onwards, whilst leaving existing pricing for remaining accommodation unchanged.

RECOMMENDATION

That Council resolves to accept a price increase for self-contained cabins only at Julia Creek Caravan Park effective January 1 2021:

- 4 berth cabin - \$120 per night (double)
- 6 berth cabin - \$140 per night (double)
- Additional charge of \$10 per extra adult per night and \$5 per child per night
- Pricing for other sites (powered, unpowered, dongas) to remain unchanged

Resolution No. 087/2021

That Council resolves to accept a price increase for self-contained cabins only at Julia Creek Caravan Park effective January 1 2021:

- 4 berth cabin - \$120 per night (double)
- 6 berth cabin - \$140 per night (double)
- Additional charge of \$10 per extra adult per night and \$5 per child per night
- Pricing for other sites (powered, unpowered, dongas) to remain unchanged

Moved Cr. T Pratt

Seconded Cr. J Fegan

CARRIED 5/0

Attendance: Economic Development Officer, Maggie Rudolph entered the meeting room at 12:40pm

Attendance: CEO, John Kelly left the meeting room at 12:43pm

Attendance: CEO, John Kelly re-entered the meeting room at 12:45pm

7.5 Dirt 'n' Dust Licence – Final Draft Changes

Final Council is presented with a report outlining recent changes to the proposed Licence Agreement between Council and Dirt N Dust, ensuring the continuity of the Dirt 'n' Dust Festival in their new home, the "Julia Creek Community Precinct".

RECOMMENDATION

That Council;

1. Endorse the draft licence agreement, noting the following changes;
 - a. The amendment of Section (4) in Part 3.3 Character of Grant;
 - b. The addition of Section (3) in Part 4.2 Calendar of Events;
 - c. The addition of Section (2)(g) in Part 4.3 Standards for Conduct of Permitted Use;
 - d. The amendment of Section (1) in Part 4.8 No Licensee Improvements;
 - e. The inclusion of Lots 7, 18, 19 on CP JC 55713 as part of The Land described in Division 1 Definitions of the Licence;
 - f. Julia Creek Dirt N Dust Festival Inc, as the potential Licensee, get exclusive access and usage to the Julia Creek Community Precinct and The Land, from 14 February to 30 April, annually;
2. Delegate to the CEO the powers to finalise the licence from this point; OR
3. Request that another Draft Licence be submitted for final approval

Resolution No. 088/2021

That Council;

1. Endorse the draft licence agreement, noting the following changes;
 - a. The amendment of Section (4) in Part 3.3 Character of Grant;
 - b. The addition of Section (3) in Part 4.2 Calendar of Events;
 - c. The addition of Section (2)(g) in Part 4.3 Standards for Conduct of Permitted Use;
 - d. The amendment of Section (1) in Part 4.8 No Licensee Improvements;
 - e. The inclusion of Lots 7, 18, 19 on CP JC 55713 as part of The Land described in Division 1 Definitions of the Licence;
 - f. Julia Creek Dirt N Dust Festival Inc, as the potential Licensee, get exclusive access and usage to the Julia Creek Community Precinct and The Land, from 14 February to 30 April, annually;
2. Request that another Draft Licence be submitted for final approval.

Moved Cr. P Curr

Seconded Cr. J Lynch

CARRIED 5/0

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. 089/2021

Council resolves to close the meeting to the public in accordance with *Section 275 (1) (e)* of the *Local Government Regulation 2012* to discuss a contract proposed to be made by it.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

7.6 Contract for Sale of Land re Lots 18 & 19 CP JC 55713**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;

PROCEDURAL MOTION**Resolution No. 090/2021**

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

Moved Cr. P Curr

Seconded Cr. S Royes

CARRIED 5/0

RECOMMENDATION

That Council resolve to;

- 1) Engage King & Company Solicitors to draft a Contract for Sale of Land to purchase Lots 18 & 19 on CP JC 55713; and
- 2) Delegate to the CEO the powers for negotiating the terms and price, and execution of the contract, subject to the purchase price not exceeding the amount of \$xx,xxx.xx.

Resolution No. 091/2021

That Council resolve to;

- 1) Engage King & Company Solicitors to draft a Contract for Sale of Land to purchase Lots 18 & 19 on CP JC 55713; and
- 2) Delegate to the CEO the powers for negotiating the terms and price, and execution of the contract, subject to the purchase price not exceeding the expected range as identified in the registered valuer's report.

Moved Cr. J Lynch

Seconded Cr. S Royes

CARRIED 5/0

Attendance: Economic Development Officer, Maggie Rudolph left the meeting room at 1:03pm

PROCEDURAL MOTION

That Council accept late agenda item;

7.7 Pets at Seniors Living Units.

Resolution No. 092/2021

Council accepts late agenda items;

7.7 Pets at Seniors Living Units.

Moved Cr. J Fegan

Seconded Cr. J Lynch

CARRIED 5/0

7.7 Pets at Seniors Living Units

The Seniors Living Units located on Coyne Street and Hospital Lane are currently tenanted on the basis of no pets. Council has received a request to re-consider this rule.

RECOMMENDATION

That Council reaffirm that the Senior Living Units are tenanted on a no pets basis unless they are a guide dog, hearing dog or an assistance animal.

Resolution No. 093/2021

That Council request staff to bring forward for consideration a draft pet policy to cover off on types and numbers of pets allowed at the Father Bill Seniors Living Units and any other specific requirements such as a pet deposit.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

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

The Corporate Services Report as of 31 August 2020 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 August 2020.

Resolution No. 094/2021

That Council receives the monthly Corporate Services Report for the period ending 31 August 2020.

Moved Cr. T Pratt

Seconded Cr. J Lynch

CARRIED 5/0

Attendance: Director of Corporate & Community Services, Ms. Tenneil Cody left the meeting room at 1:17pm

Attendance: Works Manager, Michael McConnell left the meeting room at 1:17pm

9. CHIEF EXECUTIVE OFFICER ▲**9.1 CEO Report**

This report provides an update on current matters for the information of Council.

RECOMMENDATION

That Council receive and note the report from the Chief Executive Officer for the period 15 Aug – 11 September 2020.

Resolution No. 095/2021

That Council receive and note the report from the Chief Executive Officer for the period 15 Aug – 11 September 2020.

Moved Cr. T Pratt

Seconded Cr. S Royes

CARRIED 5/0

9.1a Date October Ordinary Meeting

The next Council meeting is scheduled for Tuesday 20 October 2020. This coincides with the LGAQ Conference at the G.C.C.C.

If two Councillors attend as nominated, it is recommended that the meeting be brought forward to the previous week, preferably Thursday 15th October. This would enable all Councillors to attend and allow for 1 month between meetings and provide 9 days between the Briefing on 5 Oct & the O.M. to prepare staff reports.

RECOMMENDATION

The date for the October Ordinary Meeting of Council be changed to 9.00a.m. Thursday 15th October 2020 and the community be advised through Facebook and Council's web site.

Resolution No. 096/2021

The date for the October Ordinary Meeting of Council remain unchanged.

Moved Cr. S Royes

Seconded Cr. T Pratt

CARRIED 5/0

9.1b Department Agriculture & Fisheries seeking Initiatives in Agricultural Projects to CRCNA

Representatives from DAF met with CEO and EDO 9th Sept seeking suggestions from Council of agricultural projects for nomination for funding under an EOI to be lodged by DAF to the Cooperative Research Centre for Developing Northern Australia (CRCNA).

DAF is investigating a project where technologically skilled, regionally based staff could be engaged for 3 years to provide advice to landholders in modern technological applications on the land. The suggestion was made that an officer, if funded at no cost to Council could be based out of the new Smart Hub to service the north-west.

Council is invited to put forward any other agricultural initiative for consideration for inclusion

RECOMMENDATION

DAF be advised that Council would support the proposed E.O.I. to CRCNA for funding a technologically skilled extension officer to be located in Julia Creek to provide internet related technological support to the agriculture industry at no cost to Council and that Council nominates the following additional agricultural initiatives for inclusion (Here insert projects).

Resolution No. 097/2021

DAF be advised that Council would support the proposed E.O.I. to CRCNA for funding a technologically skilled extension officer to be located in Julia Creek to provide internet related technological support to the agriculture industry at no cost to Council.

Moved Cr. J Lynch

Seconded Cr. T Pratt

CARRIED 5/0

9.2 Council Meeting Dates 2021

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 2021.

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 2021 are as follows:

BRIEFING MEETINGS

Tuesday 5th January 2021
 Tuesday 2nd February 2021
 Tuesday 2nd March 2021
 Tuesday 6th April 2021
 Tuesday 4th May 2021
 Tuesday 1st June 2021
 Tuesday 6th July 2021
 Tuesday 3rd August 2021
 Tuesday 7th September 2021
 Tuesday 5th October 2021
 Tuesday 2nd November 2021
 Tuesday 7th December 2021

ORDINARY MEETINGS OF COUNCIL

Tuesday 19th January 2021
 Tuesday 16th February 2021
 Tuesday 16th March 2021
 Tuesday 20th April 2021
 Tuesday 18th May 2021
 Tuesday 15th June 2021
 Tuesday 20th July 2021
 Tuesday 17th August 2021
 Tuesday 21st September 2021
 Tuesday 19th October 2021
 Tuesday 16th November 2021
 Tuesday 21st December 2021

RECOMMENDATION

Council confirms that the Ordinary Meetings of Council will be held on a monthly basis and generally on the third Tuesday of the month. The dates of the 2021 Ordinary Meetings of Council will be:

BRIEFING MEETINGS

	No January Briefing
Tuesday	2 nd February 2021
Tuesday	2 nd March 2021
Tuesday	6 th April 2021
Tuesday	4 th May 2021
Tuesday	1 st June 2021
Tuesday	6 th July 2021
Tuesday	3 rd August 2021
Tuesday	7 th September 2021
Tuesday	5 th October 2021
Tuesday	2 nd November 2021
Tuesday	7 th December 2021

ORDINARY MEETINGS OF COUNCIL

Tuesday	19 th January 2021
Tuesday	16 th February 2021
Tuesday	16 th March 2021
Tuesday	20 th April 2021
Tuesday	18 th May 2021
Tuesday	15 th June 2021
Tuesday	20 th July 2021
Tuesday	17 th August 2021
Tuesday	21 st September 2021
Tuesday	19 th October 2021
Tuesday	16 th November 2021
Tuesday	21 st December 2021

Resolution No. 098/2021

Council confirms that the Ordinary Meetings of Council will be held on a monthly basis and generally on the third Tuesday of the month. The dates of the 2021 Ordinary Meetings of Council will be:

BRIEFING MEETINGS		ORDINARY MEETINGS OF COUNCIL	
	No January Briefing	Tuesday	19 th January 2021
Tuesday	2 nd February 2021	Tuesday	16 th February 2021
Tuesday	2 nd March 2021	Tuesday	16 th March 2021
Tuesday	6 th April 2021	Tuesday	20 th April 2021
Tuesday	4 th May 2021	Tuesday	18 th May 2021
Tuesday	1 st June 2021	Tuesday	15 th June 2021
Tuesday	6 th July 2021	Tuesday	20 th July 2021
Tuesday	3 rd August 2021	Tuesday	17 th August 2021
Tuesday	7 th September 2021	Tuesday	21 st September 2021
Tuesday	5 th October 2021	Tuesday	19 th October 2021
Tuesday	2 nd November 2021	Tuesday	16 th November 2021
Tuesday	7 th December 2021	Tuesday	21 st December 2021

Moved Cr. J Fegan

Seconded Cr. J Lynch

CARRIED 5/0

10. WORKPLACE HEALTH AND SAFETY ▲

10.1 Workplace Health and Safety

This report outlines the general status of Work Health and Safety at McKinlay Shire Council for the period of August 2020.

RECOMMENDATION

That Council receives the August 2020 Work Health and Safety Report.

Resolution No. 099/2021

That Council receives the August 2020 Work Health and Safety Report.

Moved Cr. P Curr

Seconded Cr. S Royes

CARRIED 5/0

11. CLOSURE OF MEETING ▲

The Chair of the meeting Mayor Philip Curr declared the meeting closed at 1:51pm.

UNCONFIRMED



MCKINLAY SHIRE COUNCIL

UNCONFIRMED MINUTES

OF THE

SPECIAL MEETING OF COUNCIL

HELD AT THE

BOARDROOM, CIVIC CENTRE
JULIA CREEK

13th October 2020

ORDER OF BUSINESS

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

4. ITEMS FOR DISCUSSION

- 4.1 Wills Developmental Road Culvert Replacement Project

5. CLOSE

UNCONFIRMED

1. OPENING BUSINESS ▲

All Councillors having signed the Attendance Book, Cr. Janene Fegan declared the meeting open at 9:05am.

2. ATTENDANCE ▲

Members: Cr. J Fegan, Cr. S Royes, Cr. J Lynch (teleconference), Cr. T Pratt (teleconference)

Staff:

Chief Executive Officer, John Kelly – (Teleconference)
Director of Corporate & Community Services, Ms. Tenneil Cody
Director Engineering, Environment and Regulatory Services, Mr. Cameron Scott
Works Manager, Michael McConnell
Executive Assistant, Katie Woods

Other people in attendance:

Nil

Apologies:

Resolution No. 100/2021

That Council accepts the apology of Cr. P Curr.

Moved Cr. J Lynch

Seconded Cr. S Royes

CARRIED 4/0

3. DECLARATION OF CONFLICT OF INTEREST ▲

Nil

4. ITEMS FOR DISCUSSION ▲**Resolution No. 101/2021**

That the report on the tenders for the Wills Development Road Culvert Replacement be declared non confidential and thereby open to the public in accordance with an amendment to the Local Government Act effective from 12th October 2020.

Moved Cr. S Royes

Seconded Cr. T Pratt

CARRIED 4/0

4.1 Wills Developmental Road Culvert Replacement Project

Council released a Tender for the Wills Developmental Road Culvert Replacement Project on the 15th September, and closed on 8th October 2020. Council is presented with a summary of the evaluation and seeks resolution to Award the Construction Tender.

4.1 RECOMMENDATION

That Council award Request for Tender T20210001 – Wills Developmental Road Culvert Replacement Projects to Crawford Plumbing for tendered price of \$721,803.36 excluding GST.

Resolution No. 102/2021

With respect to the report on the tenders for the Wills Development Road Culvert Replacement:

1. That Council award Request for Tender T20210001 – Wills Developmental Road Culvert Replacement Projects to Crawford Plumbing for tendered price of \$721,803.36 excluding GST.
2. The Chief Executive Officer and the Director of Engineering and Regulatory Services make representations to the District Director TMR advising that Council has agreed to press ahead with the project because of the funding timelines and emphasising Council's serious concerns regarding the potential impact of a weather event on this project which could result in:
 - a. isolating property owners in the vicinity for extended periods of time, and
 - b. causing significant cost over-run and
 - c. request TMR to cover cost over runs if the project is affected by weather events
3. The CEO bring the risk of property isolation to the attention of the Local Disaster Management Group with the aim of developing a risk mitigation strategy including provision of emergency aviation fuel, and
4. The CEO and DERS arrange for appropriate consultation with any property owners/occupiers who might be potentially affected.

Moved Cr. J Lynch

Seconded Cr. T Pratt

CARRIED 4/0

5. CLOSURE OF MEETING



The Chair of the meeting Cr. J Fegan declared the meeting closed at 9:39am.

UNCONFIRMED

4.2 BUSINESS ARISING OUT OF MINUTES FROM PREVIOUS MEETING



5.0 ENGINEERING SERVICES



Ordinary Meeting of Council Tuesday 20th October 2020

5.1 Subject: Engineering Services Monthly Report September 2020
Attachments: Nil
Author: Engineering Services Department
Date: 12th October 2020

Executive Summary:

This report outlines the general activities for the Engineering Department for the month of September 2020.

Recommendation:

That Council receives the Engineering Services monthly report for September 2020.

Background:

This report outlines the general activities of the department for the month of September 2020 and also provides an update on the current activities of the department.

RMPC

	Actual		Budget
1610 RMPC Works	\$265,645	#	\$1,428,000
<ul style="list-style-type: none"> • Resealing on all 4 roads • Pothole Patching • Heavy shoulder grading Beef rd. 			

Cannington Road

	Actual	Budget YTD	Budget
1630 Cannington Road Works	\$0	#	\$420,000
<ul style="list-style-type: none"> • Daily maintenance • Removal of dead animals. • Pothole patching. 			

Roads Maintenance

	Actual	Budget YTD	Budget
1100 Repairs & Maintenance Shire Roads	\$159,011	#	\$1,200,000
<ul style="list-style-type: none"> • Pot hole patching various roads • Sign repairs • Guide posts • Maintenance grade Punchbowl Road 			



Ordinary Meeting of Council Tuesday 20th October 2020

Water and Sewerage

	Actual	Budget YTD	Budget
1800 Operational Costs – Julia Creek Water	\$33,691	#	\$190,000

- Water Quality Sampling as a part of the monthly routine.
- Repairs and maintenance at Caravan Park repairing leaking taps.
- Preparation required to undertake connections at Lions Park new bore.
- Portaloo for roads crew vacuumed cleaned before transported.
- Private works for contractors at Water Tower.
- Service pipe for 62 Coyne Street and 60-64 burke street.

McIntyre Park:

- Routine checks done.

	Actual	Budget YTD	Budget
1810 Operational Costs – McKinlay Water	\$3,663	#	\$15,000

- Routine monitoring
- Water Quality Sampling
- E.coli detected in McKinlay town water Supply.

	Actual	Budget YTD	Budget
1820 Operational Costs – Kynuna Water	\$12,775	#	\$74,000

- Water Quality Sampling
- Routine monitoring
- Repaired mono pump on bore 2

	Actual	Budget YTD	Budget
1830 Operational costs – Nelia Water	\$3,442	#	\$6,000

- Routine monitoring
- Water testing

	Actual	Budget YTD	Budget
1900 Operational Costs – Julia Creek Sewerage	\$27,789	#	\$160,000

- The work include responding to the alarms, including after hours alarms, data recording for the regulator, repairing electrical faults, supply of electricity, and repair to the pumps.
- Repair blocked shower drain at Caravan Park.
- Routine monitoring of Sewerage treatment plant.
- Private works to Repair of 2 Blocked drains at (35 Julia Street and 61 Burke Street).
- Repaired urinal at Visitor Information Centre



Ordinary Meeting of Council Tuesday 20th October 2020

Workshop

	Actual	Budget
1510 Repairs and Maintenance - Plant & Vehicles	\$281,266	\$1,245,000

- Ongoing repairs and maintenance to Council vehicles plant equipment.
- Julia creek Work camp has provided the workshop with 1 staff member for 2 weeks of each month, helping to fabricate weather proof shades for the generators within the shire.
- Plant no 250 Caterpillar 140m steering and electrical issue resolved.

Parks and Gardens

	Actual	Budget
2700 Parks & Gardens and Amenities – Operations	\$161,090	\$790,000

- Mowing and whipper snipping parks and town streets.
- Cleaning of public toilets.
- Collection of rubbish.
- Maintenance to garden beds Burke St.
- Road sweeping in Julia Creek

Airport

	Actual	Budget YTD	Budget
1300 Airport Operational Costs	\$35,050	#	\$155,000

- Serviceability Inspections of the facility are undertaken 3 days per week
- An incident occurred on the 29th September 2020 where there were 2 rounds of the 12ga mid range silver whistler ammunition fired from the shotgun to scare away a flock of bush turkeys that misfired and caused a little fire in the grass area off the taxiway. Fire Extinguishers and dirt were used to put out the fire and the appropriate incident report was filed. Council staff will no longer use this ammunition, Council staff have sent the incident report and photos/videos of the faulty ammunition to the supplier who is currently undertaking an investigation into the incident.

Projects

Sewerage Treatment Plant – Stage 2

- The installation of the new walkway to inspect and repair the Bio-cubes is to be arranged by Council.
- Council has issued PC to Xylem.
- The operation and maintenance of the STP is now the responsibility of Council.



Ordinary Meeting of Council Tuesday 20th October 2020

T-1920035- Refurbishment of the Hickman Street pump station –

- The tender has been awarded to Reed Pumps works to commence in 5 weeks time.

T-1920021- Water Tower Refurbishment –

Below is the progress on the water Tower Refurbishment

- All internal concrete repair works are completed
- All external concrete repair works are completed
- All roof works completed with the exception of the stainless steel junction boxes. There has been a procurement issue and this will be completed in the next week by the electrician.
- The internal pipework augmentations will be completed this week (either 9/10 or 10/10).
- The internal stair augmentation works are completed

Once the minor works noted above are completed this week, the only item left is the hydrostatic testing, which is a two week process and Pensar will begin this at the end of the week. They are going to use a time lapse camera set up at the top of the tower to read the level sensor daily.

T- 1920022 Town Bore Replacement Project –

Below is the progress on the water bore:

- The water bore project is progressing, with currently 75% of the project completed.
- The bore has been drilled to a depth of (374).
- The bore's flow testing resulted in a flow rate of 46lt/s with a static pressure of 14m this result was higher than the requirements of the Tender and will allow the bore to be a long-term asset for the Council and community.
- The installation of the surface works and the interconnection of the bore into the Council's infrastructure is expected to be completed within the next 6 to 8 weeks.
- Council will start water connection on the 12th Oct.

Report on the Natural Disaster Recovery Works -Summary of program

2019 – Works are scheduled to complete by May 2021 unless extension is requested to enable the delivery of these works using internal workforce. Council has started fortnightly meeting amongst the operational staff of the Council and AECOM to help facilitate the delivery of this program in line with the Project Management Plan (PMP). Council has reviewed the PMP and approved by the CEO that provides that all formal communication between AECOM and Council were to occur through the CEO.

2020 – The data is entered into the web portal of the state government by the end of the month (July 2020). QRA is reviewing this information. The anticipated costs are estimated between \$3M and \$5M. Council is yet to work out how these works are going to be delivered within two years as per the requirements. The following additional actions are planned:

- In Field Assessment (IFA) has been scheduled with QRA – anticipated to occur early September



Ordinary Meeting of Council Tuesday 20th October 2020

- Anticipated value of \$3-5 M (Dependant on QRA IFA outcomes) could have been higher however significant grading operations occurred due to the urgent need to provide access for carting animals. In the future, Council may need to consider this risk closely.
- Defects identified on the following assets:

The above information is preliminary in nature and should not be relied upon as it is yet to go through triage and approval.

Details of the 2019 Projects currently underway

The above works are being delivered between AECOM (as the Project Manager using local contractors) and Council as Project Manager with responsibilities as outlined above. Both AECOM and Council use external contractors to deliver these works.

Please find attached Scope Summary detailing works completed and upcoming works (completed up to 10 August 2020) for the works AECOM is the Project Manager on behalf of the Council.

2019 DRFA Event

Works on the 2019 Event are being managed by AECOM and Council, AECOM are currently managing the following submissions:

- Taldora Road – Unsealed
- North West – Unsealed
- North East – Unsealed
- South East – Unsealed

Submission Number	Approved Value	Actual Expenditure to Date	Location	Percentage Complete	Status
1	\$18,146,709	\$6,502,078	Taldora Road	75%	Approved – Works Commenced
2	\$9,842,149	\$2,581,412	North West - Unsealed	62%	Approved – Works Commenced
3	\$5,739,470	\$171,861	North East - Unsealed	25%	Approved
4	\$8,184,353	\$1,158,439	South East - Unsealed	34%	Approved – Works Commenced
5	\$ 2,381,085	\$272,988.89	South West - Unsealed	2%	Refer Council Report
6	\$6,530,209	\$5,595,416.64	Sealed Roads	92%	Refer Council Report
7	\$7.814,430	\$4,926,463.97	Betterment	85%	Refer Council Report



Ordinary Meeting of Council Tuesday 20th October 2020

8	\$193,391	\$0	Euraba, Sunny Plains. Shaw Street	0%	
9	\$290,041	\$0	Nelia Road	0%	
Total	\$59,121,842	\$17,331,112		41%	

The Table below details the current expenditure and percentage complete of the AECOM managed submissions. Please refer to separate Report for Council managed works.

Work Health and Safety issues

Work health and Safety is a necessary part of the ongoing operations of the McKinlay Shire Council. Council continues to face challenges with respect to the COVID -19 cepandemic that has affected the ongoing delivery of services.

Council continues to follow the guidelines and direction issued by the Queensland Government.

Routine incidents continue to occur, however they are being managed in accordance with Council policies and regular updates are being provided to the CEO.

Council uses Skytrust for WHS management including internal and external induction. Council also have Teletrac Navman monitoring of majority of the Council vehicles for speed, and emergency assistance.

Council is continuing to prepare WHS management plans for major projects such as DRFA Works managed by Council.

Council uses the above tools to manage its exposure with respect to WHS in the workplace.

MsSC 10.1819E Koppens Stabilising Contract

The project was completed on 31/07/2020.

Work related issues on Taldora and Nelia Bunda roads.

- Taldora Road issues were completed.
- Nelia Bunda Road issues were discussed internally and however Council could not pursue the condition of the road based on the inspection on site. The CEO has provided a response to Koppens accordingly.

Gilliat McKinlay Betterment

16km of seal works is complete with the remaining 10km to be complete by September.

Transport Infrastructure Development Scheme (TIDS) funded projects are not started as yet.



Ordinary Meeting of Council Tuesday 20th October 2020

Legal Implications:

Nil

Policy Implications:

Nil.

Financial and Resource Implications:

As provided in the report.

InfoXpert Document ID:

113720



Ordinary Meeting of Council Tuesday 20th October 2020

5.2 Subject: Consent for Application for permanent road closure made by Rita Crawford on road adjacent to the Julia Creek Villas currently known as Church Lane.

Attachments: 5.2.1 - Part C – Statement in relation to an application under the Land Act 1994 over State Land (*InfoXpert ID:113727*)
5.2.2 – Services Plan (*InfoXpert ID:113726*)

Author: Environmental & Regulatory Services Team Leader

Date: 12th October 2020

Executive Summary:

Council have received the Statement in relation to an application under the Land Act 1994 over State Land- Part C application form from Rita Crawford who is seeking Council's consent as Road Manager to permanently close the road adjacent to the Julia Creek Villas currently known as Church Lane.

Recommendation:

That Council offer no objection to the application by Rita Crawford for Permanent Road Closure over only that part of road adjacent to the Julia Creek Villas currently known as Church Lane to provide for their existing assets which encroach on to the road reserve as the balance of the road reserve is required to be kept open to allow access to current sewer line and the CEO complete Part C of the application.

Background:

Council have received the Statement in relation to an application under the Land Act 1994 over State Land- Part C application form from Rita Crawford who is seeking Council's consent as Road Manager to permanently close the road adjacent to the Julia Creek Villas currently known as Church Lane.

This application is being lodged to ensure that the buildings that encroach the road area are included into Lot 1 on JC55712.

There is currently a sewer line that runs along the fence line within the road reserve. Please see attached services plan (6.3.2). This service line can still be accessed should Council consent to the road closure application by way of an easement.

Map showing location and encroachments is below.



Council Staff received advice from DNRME that part of the road can remain open and only the part of the road with encroachments needs to be closed.

Consultation: (internal/External)

Legal Implications:

Nil

Policy Implications:

Nil

Financial and Resource Implications:

Nil

InfoXpert Document ID:

113768

File / Ref number CI1797800

19 June 2020

Rita Crawford
Email via rita.crawford@bigpond.com



Department of
Natural Resources,
Mines and Energy

Dear Rita,

Pre-lodgement advice: Application for permanent road closure

Reference is made to our phone conversation yesterday, regarding your proposed road closure, being part of Church Lane adjoining the western boundary of your freehold Lot 1 on JC55712. Attached is a copy of a smartmap and QLD Globe to assist with identifying the area.

For a permanent road closure to be considered by the Department, you are required to make an application. The Application Fee is currently \$286.70, this fee will increase in the new financial year (1st July 2020). Please be advised that the application fee is non-refundable.

Upon receipt of a properly made application, the Department will commence investigation and assessment of the proposed road closure including:

- appropriate public notice
- seek the views of relevant stakeholders
- native title assessment; and
- inspection and valuation report.

The department is required under the *Land Act 1994* to undertake an assessment of your application which will include seeking the views of relevant stakeholders, for example, other state government agencies and local government authorities.

A key component of the department's assessment of the application relies on parties external to State Land Asset Management business unit providing information.

A component of this assessment is to also determine whether your proposal, if approved, can proceed having regard to the provisions of the Native Title Act 1993 (Cth).

Depending on the outcome of the native title assessment, the applicant (as a condition of the offer) may be required to satisfactorily address native title issues for the proposed tenure offered.

When the Department has investigated all issues, including native title, it will provide written notice of the decision.

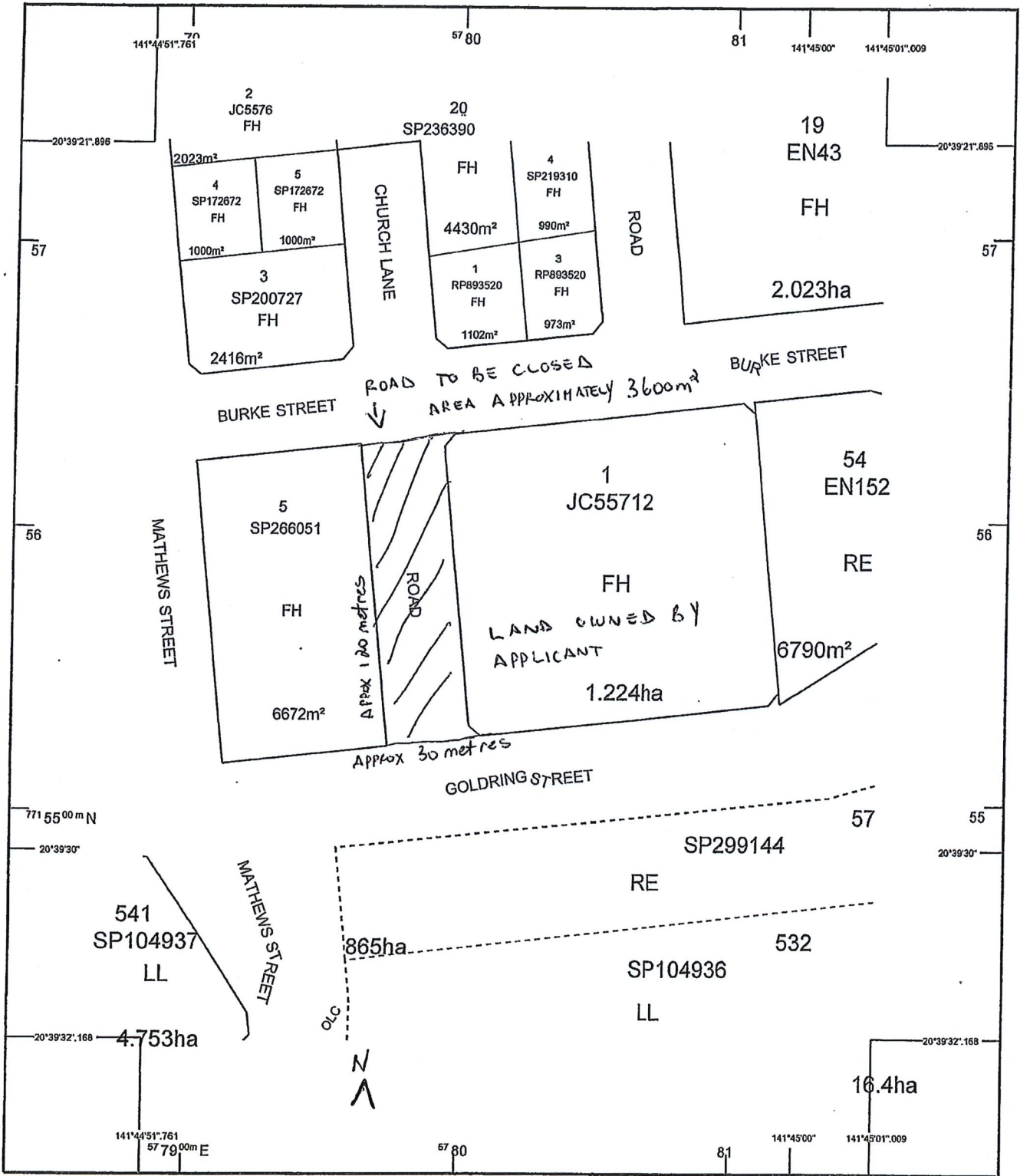
If the application is approved, a written offer will be provided which sets out conditions such as:

- acceptance of the offer document
- payment of the purchase price
- payment of the value of any improvements
- lodgement of a plan of survey, if needed

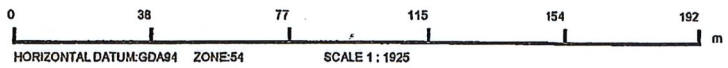
Postal :
DNRME Cairns
PO Box 5318
Townsville QLD 4810

Telephone : (07) 4222 5417

R.C. 1



STANDARD MAP NUMBER
7256-42121



SmartMap

An External Product of
SmartMap Information Services
Based upon an extraction from the
Digital Cadastral Data Base

MAP WINDOW POSITION &
NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

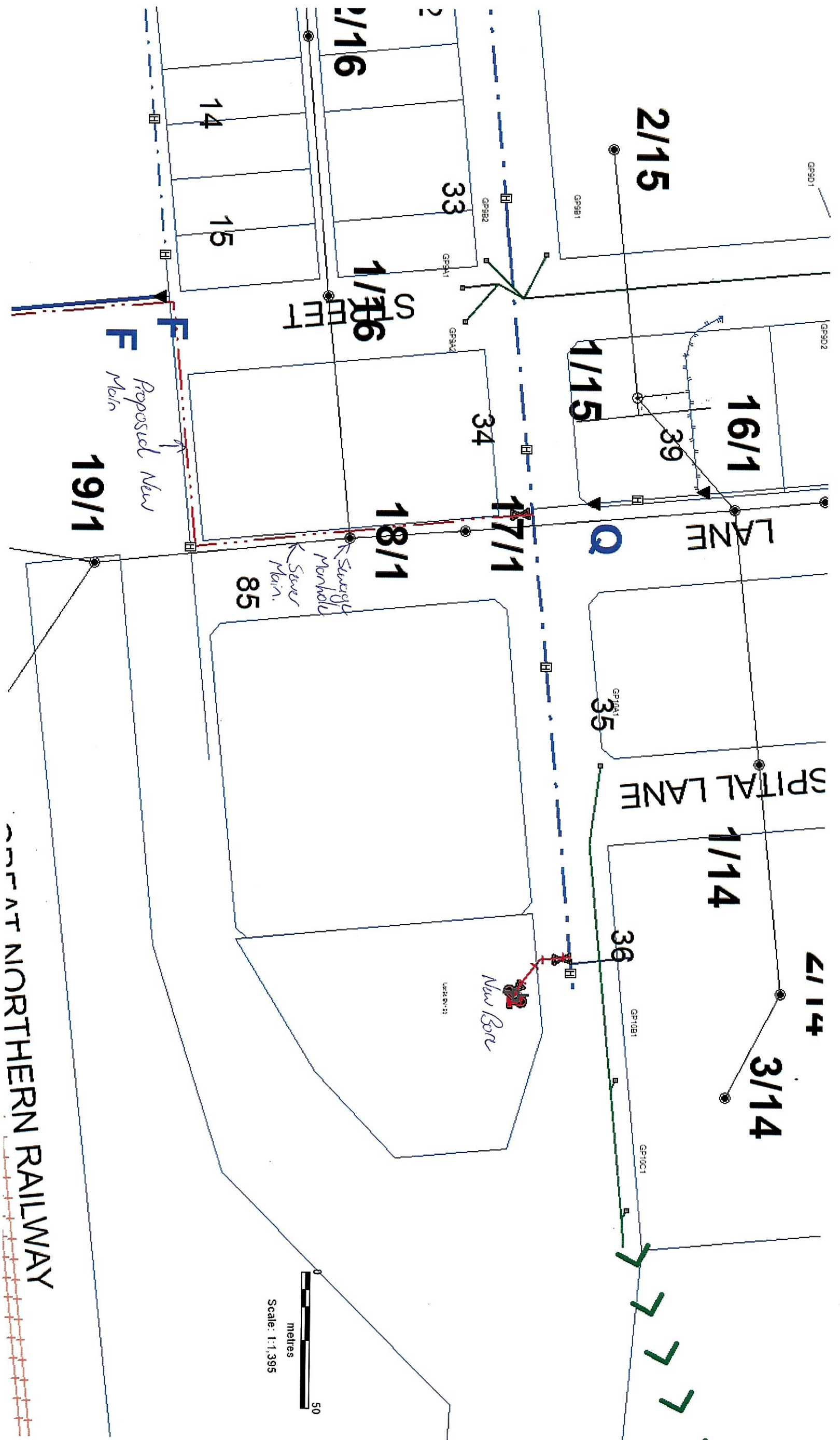
DCDB	No Lot/Plan Selected.
Lot/Plan	No Lot/Plan Selected.
Area/Volume	No Lot/Plan Selected.
Tenure	No Lot/Plan Selected.
Local Government	No Lot/Plan Selected.
Locality	No Lot/Plan Selected.
Segment/Parcel	No Lot/Plan Selected.

CLIENT SERVICE STANDARDS

PRINTED (dd/mn/yyyy)	19/06/2020
DCDB	19/06/2020
Users of the information recorded in this document (the Information) accept all responsibility and risk associated with the use of the information and should seek independent professional advice in relation to dealings with property.	
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Queensland Government
(c) The State of Queensland,
(Department of
Natural Resources,
Mines and Energy) 2020.





5.3 Subject: Notice of Intention to Revoke Security Controlled Airport Status for Julia Creek Airport

Attachments: 5.3.1 – Correspondence from Department of Home Affairs (*InfoXpert ID:113722*)
5.3.2 – Correspondence from Regional Express Pty Ltd (REX) (*InfoXpert ID:113746*)

Author: Environmental & Regulatory Services Team Leader

Date: 12th October 2020

Executive Summary:

Council have received correspondence from the Department of Home Affairs regarding changes to Australia's aviation security framework, and security controlled status of Julia Creek Airport. New regulations come into effect on 19 December 2020 which gives effect to a new categorisation model to classify airports. It is the Department's intention to deregulate airports that do not meet the minimum threshold, i.e. have fewer than 15,000 annual departing passengers, and are not serviced by regular public transport, or open charter aircraft, with seating capacity of more than 40 seats. The Department intends to revoke Julia Creek Airport's security controlled status as it does not meet the minimum threshold for inclusion in the new airport categorisation model.

Regional Express (REX) wrote to Council requesting that Council apply under the new guidelines to be considered a Tier 3 airport thereby ensuring that current security measures in place at the airport are retained and maintained. REX has advised that they may be obliged to suspend RPT services to non-Tier 3 airports. As a RPT operator, REX has an obligation under the Aviation Transport Security Regulations (ATSR 2005) to ensure the security of its operations. The outcome of operating to a non-security controlled airport is that REX will be in breach of various requirements under its Transport Security Program (TSP).

Recommendation:

That Council resolve to respond to the Department of Home Affairs requesting that Julia Creek Airport remains as a security controlled airport to enable Regional Express (REX) to continue to operate from the Julia Creek Airport.

Background:

Council have received correspondence from the Department of Home Affairs regarding changes to Australia's aviation security framework, and security controlled status of Julia Creek Airport. New regulations come into effect on 19 December 2020 which gives effect to a new categorisation model to classify airports. It is the Department's intention to deregulate airports that do not meet the minimum threshold, i.e. have fewer than 15,000 annual departing passengers, and are not serviced by regular public transport, or open charter aircraft, with seating capacity of more than 40 seats. The Department intends to revoke Julia Creek Airport's security controlled status as it does not meet the minimum threshold for inclusion in the new airport categorisation model.



Ordinary Meeting of Council Tuesday 20th October 2020

This determination to deregulate Julia Creek Airport is based on the outcome of risk assessments undertaken by the Department and a review of the Bureau of Infrastructure, Transport and Regional Economics (BITRE) annual departing revenue passenger numbers from the last three years.

Following the revocation of security controlled status the Julia Creek Airport will have a reduced security legislative burden and will no longer be required to maintain a Transport Security Program (TSP). Julia Creek Airport will continue to be subject to specific legislation including the requirements to; report aviation security incidents; allow Aviation Security Inspectors to enter and inspect the airport and provide security information at the direction of the Secretary of the Department.

Regional Express (REX) wrote to Council requesting that we apply under the new guidelines to be considered a Tier 3 airport thereby ensuring that current security measures in place at the airport are retained and maintained. REX has advised that they may be obliged to suspend RPT services to non-Tier 3 airports. As a RPT operator, REX has an obligation under the Aviation Transport Security Regulations (ATSR 2005) to ensure the security of its operations. The outcome of operating to a non-security controlled airport is that REX will be in breach of various requirements under its Transport Security Program (TSP).

Consultation: (internal/External)

Airport Manager
Regional Express Pty Ltd (REX)

Legal Implications:

Policy Implications:

Maintain Transport Security Program (TSP) for Julia Creek Airport

Financial and Resource Implications:

InfoXpert Document ID:

113747



OFFICIAL: Sensitive

John Kelly
Chief Executive Officer
McKinlay Shire Council
Julia Creek QLD 4823

Notice of Intention to Revoke Security Controlled Airport Status for Julia Creek Airport

Dear John Kelly,

I write to you regarding changes to Australia's aviation security framework, and the security controlled status of your airport.

New regulations will come into effect on 19 December 2020 which give effect to a new categorisation model to classify airports. These are the same changes passed by the Parliament in May, and which have been communicated to you by the Department of Home Affairs (the Department) over the last year or so. The changes introduce a new screening threshold, and a model that moves from seven airport categories to four airport tiers.

The new model is based on risk, and was informed by the Inspector of Transport Security's review of aviation security settings following the disrupted terror plot at Sydney Airport in 2017. It is also consistent with the Australian Government's commitment to reducing the regulatory burden on industry where possible.

It is the Department's intention to deregulate airports that do not meet the minimum threshold, i.e. have fewer than 15,000 annual departing passengers, and are not serviced by regular public transport, or open charter aircraft, with seating capacity of more than 40 seats.

The Department therefore intends to revoke Julia Creek Airport's security controlled status as it does not meet the minimum threshold for inclusion in the new airport categorisation model. This determination was made following the outcome of risk assessments undertaken by the Department and a review of the Bureau of Infrastructure, Transport and Regional Economics (BITRE) annual departing revenue passenger numbers from the last three years.

On 31 October 2020, the Department will issue you with a notice to revoke your airport's security controlled status. This notice will revoke established airport boundaries and airside areas, and assigned airport categorisation under the *Aviation Transport Security Act 2004* (subsections 28(2) and 28(6)).

Following the revocation of security controlled status Julia Creek Airport will have a reduced security legislative burden and will no longer be required to maintain a Transport Security Program

(TSP). Please note that this does not change any other requirements from other regulators, such as those required for safety, for example.

What do I need to do?

If you agree with the Department's assessment to be deregulated, you need to advise the Department via email to aviation.security@homeaffairs.gov.au that you agree to be deregulated by no later than 30 days from the date of this letter.

If you wish Julia Creek Airport to remain a security controlled airport, please advise the Department via email to aviation.security@homeaffairs.gov.au by no later than 30 days from the date of this letter, clearly stating the reasons you believe your airport should remain security-regulated. Your business case will be considered by the Department and a decision will be made and communicated to you within 30 days of receiving your business case. If you continue as a security controlled airport, the Department will issue your airport with a Tier 3 Airport Operator TSP and your airport would be placed in Tier 3.

Julia Creek Airport will continue to be subject to specific security legislation including the requirements to: report aviation security incidents; allow Aviation Security Inspectors to enter and inspect the airport; and provide security information at the direction of the Secretary of the Department.

If you have any questions about this process, please email aviation.security@homeaffairs.gov.au

Yours sincerely



Matthew Pedler
Assistant Secretary
Aviation and Maritime Security Division
Department of Home Affairs

24 September 2020



01st October 2020

Mr Des Niesler
Chief Executive Officer
Mckinlay Shire Council
Julia Creek Airport
ceo@mckinlay.qld.gov.au

Airport Tier Model

Dear Des,

I refer to the recent regulatory amendments to the *Aviation Transport Security Regulations 2005* (the Regulations) by the Aviation and Maritime Security Department of Home Affairs, effective 19 December 2020 (see attached).

Regional Express (Rex) notes the amended definition of a 'screened air service' and the new airport categorisation model ("*the Airport Tier Model*"). Under this model, the Airports in the Annex will no longer be a security controlled airport. Your airport is amongst this list.

Being a non-security controlled airport means you will no longer require:

- A Transport Security Program (TSP)
- Secure apron
- Facilities for secure storage of baggage and freight
- Facilities for security of aircraft operator's equipment and documentation

As a RPT operator, Rex has an obligation under the Aviation Transport Security Regulations (ATSR 2005) to ensure the security of its operations. This includes its assets, equipment, checked baggage, passengers, freight and documentation. The outcome of operating to a non-security controlled airport is that Rex will be in breach of various requirements under its Transport Security Program (TSP), approved under the Aviation Transport Security Regulations 2005.

As such we request that you apply under the new guidelines to be considered a Tier 3 airport thereby ensuring that current security measures in place at the airport are retained and maintained. Opting into this security framework is detailed in Section 3.7 of the Policy Guidance paper that was released by the Aviation Maritime Security (AMS) on 18 September 2020. The relevant section is reproduced below for your ease of reference.

Regional Express Pty Ltd

ABN 46 101 325 642

Head Office

81-83 Baxter Road PO Box 807
Mascot, NSW 2020 Mascot, NSW 1460
P +61 2 9023 3555 F +61 2 9023 3599

Regional Express Group of Companies:





3.7. Airport opting into the security framework

Airports that are non-security controlled may apply to the Department for consideration to become a security controlled airport. The Department will consider any request on a case-by-case basis. If the Department supports the request, the airport would be placed in Tier 3 and become an unscreened, security controlled airport and be issued a Tier 3 TSP. Any airport opting in will be subject to meeting minimum security requirements, and be subject to the Department's compliance and audit program. A non-security controlled airport may choose to opt into Tier 2 to conduct security screening. There is an expectation the airport would remain in this tier for no less than 12 months unless an earlier exit date is agreed by the Department.

Take note that Rex may be obliged to suspend our RPT services to non-Tier 3 airports that do not satisfy the minimum security conditions as outlined above.

I take the opportunity to thank you for your ongoing support and collaboration and look forward to your timely response in this matter.

Yours sincerely,

Rea Pittman
Group Security Manager





6.0 ENVIRONMENTAL & REGULATORY SERVICES



Ordinary Meeting of Council Tuesday 20th October 2020

6.1 Subject: Environmental and Regulatory Services Report – September 2020
Attachments: Nil
Author: Environmental and Regulatory Services Team Leader
Date: 7th October 2020

Executive Summary:

This report outlines the general activities, revenue and expenditure for the Environment and Regulatory Services department for the period September 2020.

Recommendation:

That Council receives the September 2020 Environmental and Regulatory Services Report.

Background:

This report outlines the general activities of the department for the month of September 2020.

Detailed below are the general matters of interest that relate to the day to day activities of the department throughout the month.

Consultation: (internal/External)

Environmental & Regulatory Services Team Leader, Local Laws Officer, 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:

113723



1 – Refuse Collection and Disposal

1.1 - Budget

		Actual	Budget
ENVIRO1.1	3100 - Refuse Collection Revenue	\$42,744	\$84,715

		Actual	Budget
ENVIRO1.2	3100 - Kerbside Rubbish Collection Expenditure	\$11,848	\$42,000

		Actual	Budget
ENVIRO1.3	3110 - Refuse Disposal Revenue	\$24,710	\$42,310

		Actual	Budget
ENVIRO1.4	3110 - Refuse Disposal Operational Costs	\$17,563	\$77,000

1.2 - Report

Julia Creek Waste Facility

The facility continued to be pushed up during the month. The work camp continues to assist Local Laws Officer with clean up of loose rubbish around the site.

80 power poles have been disposed of at the dump.

Townsville Earthmoving dug hole and buried old donga building at the Nelia Landfill.

The grid to the McKinlay Landfill was cleaned out during the month.

Skip Bins were provided for Containers for Change, Pensar and McIntyre Park for charity rodeo.

2 – Environmental Health Services

2.1 – Budget

		Actual	Budget
ENVIRO2.1	3000 - Environmental Licence Fees (Revenue)	\$1,616	\$1,600

		Actual	Budget
ENVIRO2.2	3000 - Environmental Health Services	\$33,723	\$198,000

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 parameter to monitor under the DWQMP is the presence of *Escherichia coli* or e-coli in the water. The presence of e-coli has potential health impacts.



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Sampling undertaken at McKinlay during September returned a positive result of E.coli at both locations. An incident report was submitted to the Regulator and Townsville Public Health Unit and a Boil Water Alert was issued for the community. Staff chlorinated and flushed the system and took the required 3 clear follow up samples as required by QLD Health. Investigation into the incident showed no sign of contamination in the storage tank or the reticulation. Staff believe the contamination was caused by high winds and dust whilst taking the original sample. This will continue to be monitored as part of the routine monthly sampling program.

QLD Health advised that the Boil Water Alert could be lifted on the 25th September 2020. Staff contacted the businesses via telephone to advise them of the outcome.

Sewerage sampling continues on a 6 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

Two (2) Food Recalls were received during the month with only one (1) impacting food businesses within the shire.

3 – Local Law Administration

3.1 – Budget

		Actual	Budget
ENVIRO3.1	3210 - Animal Registration Fees	\$4,046	\$4,500
ENVIRO3.2	3210 - Fines & Penalties – Animal Control	\$0	\$1,300
ENVIRO3.3	3210 - Animal Boarding	\$1,693	\$3,000
ENVIRO3.4	3210 - Local Law Administration	\$35,160	\$110,000

3.2 - Report

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

Table 1 - Local Law & Animal Control Summary

Activity	Number/Details
Impoundings and infringement notices	Nil
Euthanized/Destroyed/Rehomed	Nil
Verbal/Written/Official warning	One (1) Written Warnings – (Dog at Large)
Complaints	Nil
Dog Boarding	Eighteen (18) dogs. The boarding facility has been full 2 times for a week at a time.
Removal of Dead Animals	Four (4)
Trapping Locations & Results	Nil



Compliance Notices issued	Nil
SPER Infringement Fines issued	Nil

Nine (9) out of 149 registrations are still outstanding. Two infringement notices have been sent out.

4 – Noxious Weeds and Pest Control

4.1 – Budget

		Actual	Budget
ENVIRO4.1	3220 - Pest Plant & Animal Control Funding	\$0	\$25,000

		Actual	Budget
ENVIRO4.2	3220 - Truck Washdown Bay Revenue	\$5,518	\$20,000

		Actual	Budget
ENVIRO4.3	3220 - Dingo Baits (Revenue)	\$986	\$1,500

		Actual	Budget
ENVIRO4.4	3220 - Feral Pig Baits (Revenue)	\$0	\$0

		Actual	Budget
ENVIRO4.5	3220 - Pest Animal Rural Land Owners Fees	\$0	\$0

		Actual	Budget
ENVIRO4.5	3220 - Pest Plant Control Program	\$9,351	\$115,000

		Actual	Budget
ENVIRO4.6	3230 - Pest Animal Control Program	\$3,011	\$78,000

4.2 – Report

Washdown Bay

Underbody wash was reset. New camera has been ordered.

Pest Animal Control

There were no dingo scalps presented in September.

There were 360 Factory Baits issued in September.

1080 Baiting Flyers have been sent out. Baiting is scheduled for 26th to 30th October 2020.

Private baiting was conducted on Taldora and Arizona.

5 – Livestock Operations

5.1 – Budget



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		Actual	Budget
ENVIRO5.1	3235 - Livestock Weighing Revenue	\$23,077	\$60,000

		Actual	Budget
ENVIRO5.2	3235 - Livestock Cattle Train Loading Revenue	\$5,277	\$36,000

		Actual	Budget
ENVIRO5.3	3235 - Livestock Operational Costs	\$30,068	\$87,000

5.2 - Report

Julia Creek Livestock Facility

There was 2,175 head of cattle weighed at the facility during September.

Livestock Weighing Month and Year Totals

MONTH	2014	2015	2016	2017	2018	2019	2020
JANUARY	359	0	0	0	183	0	1401
FEBRUARY	1322	1872	525	467	3241	0	125
MARCH	617	3446	1497	1333	388	0	2788
APRIL	406	5315	951	2487	2217	1034	10073
MAY	1891	8107	615	2062	3065	1768	10022
JUNE	2,109	3,442	1456	1522	742	894	4507
JULY	0	2,170	2809	2003	1143	1569	3501
AUGUST	374	1183	2582	2311	6291	3023	2839
SEPTEMBER	3274	488	2665	1478	765	1280	2175
OCTOBER	790	1252	4613	1127	4708	5492	
NOVEMBER	508	36	1011	2673	4788	3534	
DECEMBER	240	0	234	340		2776	
TOTAL FOR YEAR	11,890	27,311	18,958	17,803	27,531	21,370	37,431

Livestock Operations (Cattle Loading)

A total of 1,583 head of cattle were loaded on seven (7) trains during the month.

Livestock Loading Month and Year Totals

MONTH	2014	2015	2016	2017	2018	2019	2020
JANUARY	0	0	0	0	0	0	0
FEBRUARY	680	0	0	132	0	0	0
MARCH	851	0	572	920	0	0	0
APRIL	1811	7653	1737	580	0	0	4100



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MAY	7414	7204	2933	6126	603	3199	5716
JUNE	5912	6605	3486	2658	674	3322	3446
JULY	5246	6998	3565	3654	2084	4564	3141
AUGUST	6843	3936	4963	2898	674	1654	1384
SEPTEMBER	4508	315	2233	1804	2454	2098	1583
OCTOBER	3122	0	1070	0	3424	1328	
NOVEMBER	3439	0	1641	0	1458	1668	
DECEMBER	0	0	144	0	0	0	
TOTAL FOR YEAR	38826	32711	22344	18772	11371	17833	19370

6 – Stock Routes and Reserves

6.1 – Budget

		Actual	Budget
ENVIRO6.3	3300 - Stock Route – Permit/Water Fees	\$9,369	\$10,000
		Actual	Budget
ENVIRO6.2	3300 - Stock Route Recoverable Works (Revenue)	\$0	\$0
		Actual	Budget
ENVIRO6.4	3300 - Trustee Lease Fees	\$10,174	\$175,000
		Actual	Budget
ENVIRO6.5	3300 - Reserves Agistment Fees	\$5,702	\$17,000
		Actual	Budget
ENVIRO6.6	3300 - Precept Expenses	\$0	\$18,100
		Actual	Budget
ENVIRO6.7	3300 - Stock Route Maintenance	\$15,343	\$100,000
		Actual	Budget
ENVIRO6.8	3300 - Reserves Expenses	\$4,135	\$31,500

6.2 - Report

Stock Routes

Cremona, 49 Mile and Bullock Hole have new head works installed.

6.3 - Cemeteries

6.3.1 – Budget

		Actual	Budget
ENVIRO6.9	3400 - Cemeteries	\$4,520	\$14,000

6.3.2 - Report

There were no funerals or enquiries in relation to the cemetery during the month.



7 – Work Program (Workcamp)

7.1 - Budget

		Actual	Budget
ENVIRO7.1	3600 - Work Program	\$6,199	\$42,000

7.2 - Report

Activity	Details
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	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
Kynuna, McKinlay and Nelia Waste Facilities – Cleaning of Facility	Ongoing
Various works at all Cemeteries	Ongoing
Assistance with various works around the Livestock Facility incl locate and lay new water pipe, repairs of cattle feeders and repairs to sprinklers	Ongoing
Picking up rubbish around entry to Julia Creek	Ongoing
Assist with mechanical duties in Council Workshop	Ongoing
Assistance with RV Camp clean-up	When required
Lay water pipe at Kynuna Reserve	Ongoing
Erection of new fence behind museum and SES Shed	Completed
Assist with Rodeo Charity Event	Completed



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Photos of Work Camp Crew erecting new fence behind SES/Museum



Final Product



Some demolition photos of 33 Byrne Street

8 – Housing, FRB and Community Centre

8.1 – Budget

			Actual	Budget
ENVIRO9.1	3810-1300	3810 - Council Property / Staff Housing Program Rev	\$21,304	\$95,000
ENVIRO9.2	3810-1301	3810 - Council Property / Subdivision Blocks Rent	\$2,400	\$0
			Actual	Budget
ENVIRO9.3	3810-2300	3810 - Council Property / Staff Housing Program Exp	\$61,912	\$155,000
ENVIRO9.4	3810-2300	3810 - Council Property / Sub Division Expense	\$4,788	\$0

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 4 Netterfield Street 5 Coyne Street Unit B, 4 Shaw Street
New Tenancies	Nil
Finalised Tenancies	Nil
Remedy Breach	Nil



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Notice to Leave	Nil
Notes/Repairs	Minor repairs performed when required Pest Control was conducted on all Council properties

Old Senior/Aged Care Housing

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

Activity	Number
Properties Available	Two (2)
New Tenancies	Nil
Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil
Notes/Repairs	Minor repairs performed when required.

Fr Bill Bussutin Community Centre and Seniors Living Units

Budget

		Actual	Budget
ENVIRO10.4	3820 - Community Centre Hire Fees	\$422	\$8,500

		Actual	Budget
ENVIRO10.4	3820 - FRB Centre RENT	\$10,227	\$31,000

		Actual	Budget
ENVIRO10.5	3820 - FRB Units & Community Ctre Operational Costs	\$15,199	\$75,000

Report

Seniors Living Units

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

Activity	Number
Properties Available	Two (2) - Unit 3 & Unit 7
New Tenancies	Nil
Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil
Notes	General Maintenance performed when required. Pest Control was conducted on Fr Bill Centre and Units



9 – Land and Building Development

9.1 – Budget

		Actual	Budget
ENVIRO11.1	3900 - Revenue	\$3,378	\$1,500

		Actual	Budget
ENVIRO11.2	3900 - Town Planning Program	\$3,806	\$30,500

9.2 - Report

Regulatory Services, Land and Building Development

The following development applications were lodged during the month;

<u>DA #</u>	<u>Applicant</u>	<u>Type of Development</u>	<u>Application Details</u>
2020-21_02	Etta Plains Holdings Pty Ltd	Planning Operational Works	Earthworks associated with the construction of an irrigation supply channel system
2020-21_03	PJ & WM Alexander	Building	Erection of Storage Shed at 52 Burke Street
2020-21_04	Graham Fielding	Building	New Dwelling at 75 Coyne Street
2018_06.01	Vision Surveys Pty Ltd c/- Marwill Pty Ltd	Planning Change Application	Non-Resident Workforce Accommodation (24 x 1 bedroom accommodation units, 20 x 1 bedroom cabins and recreation facilities over 3 stages)

10 – Local Disaster Management

10.1 – Budget

		Actual	Budget
ENVIRO12.1	2760 - SES Grants	\$0	\$20,567

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

		Actual	Budget
ENVIRO12.3	2760 - Disaster Management Operational Costs	\$151,088	\$168,000

10.2 - Report

No incidents activated the LDMG during the month.

SES

The flood boat has been sent to Townsville for a service. The Doomadgee boat is currently on loan until the boat is returned.



6.2 Subject: Review of Restricted Animal Permits on Rural Residential Land
Attachments: 6.2.1 – Letter from Belinda and Wayne Murphy (*InfoXpert ID:113758*)
Author: Environmental & Regulatory Services Team Leader
Date: 14th October 2020

Executive Summary:

Council has received correspondence from Belinda and Wayne Murphy requesting Council's consideration of revisiting the application of Restricted Animal Permits, mainly horses on rural residential land within the defined town zone as identified in Schedule 14 of the Subordinate Local Law No 2.

Recommendation:

That Council advise Belinda and Wayne Murphy in response to their letter of 13 September 2020 that:

- a) a permit is required to have horses within the designated town area as identified in Schedule 14 of the Subordinate Local Law No. 2 and at this time as their property is situated within the designated town area, and*
 - b) Council requests staff to review the Local Law within the next twelve (12) months to determine the appropriateness of the designated town area maps with the aim of amending the Local Law.*
-

Background:

Council has received correspondence from Belinda and Wayne Murphy requesting Council's consideration of revisiting the application of Restricted Animal Permits, mainly horses on rural residential land within the defined town zone as identified in Schedule 14 of the Subordinate Local Law No 2.

Council adopted the new Local Laws on 16th July 2019. Subordinate Local Law No. 2 (Animal Management) 2019 sets out the requirements for Keeping of Animals. A copy of this local law is attached.

Schedule 2 of the local laws states that approval is required for a horse or cow within a designated town area. There are two designated town area maps that apply to Julia Creek. Please see maps below.



Map - Designated town area — Julia Creek



Map - Designated town area — Julia Creek

Peter & Alana Verhoeven, Sheree Pratt and Kelly Carn have all registered and paid for their Restricted Animal Permits. If Council were to grant an exemption to Belinda and Wayne Murphy they will need to also grant exemption to the Verhoeven's, Pratt and Carn.



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Options for Council to Consider

Council staff has sought Legal Advice to find out what is required to amend the maps within the Subordinate Local Law No 2 (Animal Management) 2019. The following advice was received;

- Council would need to pass a resolution to propose to amend Subordinate Local Law No. 2 (Animal Management) 2019 and delegate the CEO the power to undertake public interest testing for the amendment. King and Co will prepare this documentation on Council's behalf and has indicated approximate costs of \$2-3k.
- Council would then need to undertake Public Interest Testing and give notice via a local newspaper and Council's website and public notice boards within the shire. This process is for a period of 21 days.
- Once this process has been completed Council would consider submissions (if any) and would need to resolve to proceed with the amendment to the Local Law.

I believe it would be more beneficial for Council to undertake a full review of all of the local laws to ensure that we have captured all the required amendments (if any) as this would be the most cost effective way to proceed. This process could be done over the next few months with changes being made prior to July 2021.

Consultation: (internal/External)

Council Staff, King & Co Solicitors

Legal Implications:

Amendment of Local Laws

Policy Implications:

Nil

Financial and Resource Implications:

Costs associated with the amendment of the Local Law

InfoXpert Document ID:

113761

13th September 2020

Attention CEO
CC Mayor

Dear Mr Kelly

I am writing to request Council's consideration of revisiting the application of Restricted Animal Permits, mainly horses, on rural residential land within the defined town zone as per the 2019 Subordinate Local Law No. 2.

For clarification we have not seen nor been issued this charge previously during our 11 years tenure on our property.

Whilst we understand livestock on residential blocks within the township zone can be problematic and requires restrictions to protect the animals and the liveability of the surrounding houses, we request Council consider creating an exemption for people who have horses/poddy calves within the town zone on a significant area of land.

We purchased the block for the rural lifestyle and Lot 4 is over 20 acres with currently a leased area adjoining of 50 acres. Our block boundaries working cattle properties on two sides and on the northern side our neighbour also has significant parcel of land. As per map below the town area is confusing as it leaves some of our block out, encompasses parts of Hilton Park yet not the airport road area which has similar housing and does not require permits to keep a horse.

We already pay rates of approximately \$5,800 per annum for Lot 4 alone as rural residential category which attracts a higher rate levy, which we are not disputing, but we are not understanding why on top of this we are to be charged \$42 to legally have a permit to keep our horses for which is the purpose of a rural lifestyle block us in the first place.

Thank you for your consideration and we look forward to a response.

Regards

Belinda and Wayne Murphy



Map - Designated town area — Julia Creek



6.3 Subject: Permit to Occupy and Purchase Applications on Pasturage Reserve over Lot 57 on SP299144

Attachments: 6.3.1 – Email Correspondence from DNRME (*InfoXpert ID:113770*)
6.3.2 – Survey Plan for Colin Malone Permit to Occupy Application (*InfoXpert ID:113771*)
6.3.3 – Google Image for Heslin Purchase Application (*InfoXpert ID:113772*)
6.3.4 – Current Title Search(*InfoXpert ID:113775*)

Author: Environmental & Regulatory Services Team Leader
Chief Executive Officer

Date: 30th September 2020

Executive Summary:

The Department of Natural Resources, Mines and Energy (DNRME) invites Council to provide views and/or requirements regarding a Permit to Occupy application and a Purchase application over the Pasturage Reserve known as Lot 57 on SP299144.

Recommendation:

That Council advise the Department of Natural Resources, Mines and Energy that with respect to applications for permit to occupy and to purchase part of Pasturage Reserve known as Lot 57 on SP299144.

- a. Council has recognized the need for additional land for the future expansion of Julia Creek township for both residential and light industry, Council does not support the revocation of any reserve land in the vicinity of Julia Creek until a full and proper land audit and needs analysis is undertaken.*
 - b. Since Council previously provided non objection to an application by C & F Malone for a Permit to Occupy over part of the Pasturage reserve as agreed by the former CEO on 16th January 2020, Council agrees to granting a Trustee lease to C & F Malone over that part of the Reserve which is currently fenced for the “Ranger’s horse paddock” with the annual fee to be calculated using the formula provided in the Land Act and the termination date being set to coincide with recent trustee leases – approaching a 7 year term.*
 - c. As the balance of the land, which is already fenced out of the “Ranger’s horse paddock” fronting the access road to Hilton park, would be unoccupied, Council agree to grant a Trustee lease to J Heslin on similar terms and conditions as the proposed Trustee lease to C & F Malone.*
 - d. Since K & B Murphy appear not to have proceeded with their application to DNRME to acquire the small parcel of land on the eastern side of the access road to Hilton Park, Council would wish to initiate discussions with K & B Murphy to determine the future of this land as it currently has a Council water pipe line traversing the full length of the land – a point which was over-looked when Council last considered this matter.*
-



Background:

Council has received correspondence from the Department of Natural Resources, Mines and Energy (DNRME) to provide views and/or requirements regarding a Permit to Occupy application and a Purchase application over the Pasturage Reserve known as Lot 57 on SP299144.

The Permit to Occupy application has been made by Colin Malone for part of the parcel of land being a total of 23.23Ha. A copy of the survey plan is attached (6.2.2) for your information.

The Purchase application has been made by Jeanette Heslin for part of the parcel of land being a total of approximately 3.6Ha. A copy of the google image is attached (6.2.3) for your information.

The Department are requesting Council's views or requirements on the following topics;

- Whether Council would consider a trustee lease over part of the reserve to Colin Malone in place of a permit to occupy; or
- Where Council would consider a revocation of part of the reserve to Malone to allow for a potential purchase of the reserve by Heslin; or
- Whether Council have a more appropriate use for the land than on or both of the applications that have been made; or
- Whether Council would consider a different boundary for purchase from Heslin (including the land they have applied for it has been noted that they wish to include or make another application for land over the road from their current application); or
- Whether Council would consider a different area for a Permit to Occupy or Trustee Lease for Malone; or
- Whether there is anything that Council feels the need to raise to the Department's attention prior to continuing to assess both applications.

Objections to the applications, and any views or requirements that may affect the future of the land should be received by the Department by the 23rd October 2020.

Discussion:

1. The permit to occupy application by C & F Malone was lodged early in 2020 with Council agreement to the PTO endorsed on Part C of the application by former MSC CEO on 16 January 2020.
2. Verbal advice from DNRME has been received to the effect that because the application is over six months old, the Department requires fresh views of Council.
3. It maybe possible to separate the area requested by J Heslin from the area sought by C & F Malone as the existing fencing does this to some extent. In other words, the area required by J Heslin is already fenced out of the paddock used by Mr Malone as a horse paddock.
4. Recent discussions in Council have focused on the need for setting aside additional land for future industrial purposes.
5. If Council requires this part of the Pasturage reserve to be set aside for future industry, Council may need to address native title, cultural heritage, change of the purpose of the reserve and/or possible freeholding application to the Department.



Ordinary Meeting of Council Tuesday 20th October 2020

6. To determine what land is suitable for future industrial purposes in the Julia Creek area, Council would be advised to undertake an audit of existing land and current zoning and title in the area. To this end staff propose to recommend the inclusion of an allocation in the 2021/22 budget to provide for a planning report to address available land resources and projected land needs for both residential and industrial needs given project mining development (Multicom) and irrigated agriculture related light industry needs (cotton gin etc).
7. W & B M Murphy applied to Council on 16 January 2020 for Council's views on the possible revocation of that part of the Pasturage Reserve fronting their property and the access road to Hilton Park and for Council to have no objection to them making application to the Department to acquire the small triangular parcel of land.
8. At the meeting held on 20 February 2020 Council passed the following resolution:

"That Council offers no objection to K W & B M Murphy submitting applications to Department Natural Resources, Mines and Energy seeking:

- *permanent closure of land temporarily closed under road licence RL 34990 – Lot A on AP19916,*
- *revocation of a small parcel of Pasturage Reserve Lot 57 SP299144 which is located on the eastern side of the road leading to Hilton Park and contiguous to Lot 2 SP229752, and*
- *to W K & B M Murphy making application to acquire the land from DNRME, subject to any closure, reserve revocation and land disposal being considered by DNRME under the Land Act including consultation and the processes for dealing with and disposal of surplus State lands."*

Conclusions:

- a. Given that Council has recognized the need for additional land for the future expansion of Julia Creek township, for both residential and light industry, it would be wise for Council to not support the revocation of any reserve land until a full and proper land audit and needs analysis is undertaken.
- b. Since Council has provided a non objection to an application by C & F Malone for a Permit to Occupy over part of the Pasturage reserve as assigned by the former CEO on 16th January 2020, it would be consistent to agree to thereby grant a Trustee lease to C & F Malone over that part of the Reserve which is currently fenced for the "Ranger's horse paddock".
- c. Whilst it has been Council's general practice to offer any trustee lease through a public tender process, a precedent already exists with Council agreeing to grant a trustee lease to Mr Rodger Jeffries over part of camping and water reserve as per Council resolution #161/1819 on the 16 April 2019. The reason for changing from a special lease to Mr Jeffries via DNRME to a Trustee lease was because DNRME now requires that Council manage reserve land for which it is Trustee rather than the Department managing such applications. It was noted that this part of the camping and water reserve had been held by the Jeffries' family for many years via a special lease under the Land Act. This was the supporting basis on which Council relied to issue the trustee lease rather than through public tender. The annual fee was calculated using the formula provided in the Land Act and the termination date has been set to coincide with recent trustee leases – approaching a 7 year term.
- d. As the balance of the said parcel requested by J Heslin is already fenced out of the "Ranger's horse paddock" and which fronts the access road to Hilton park, would be unoccupied, staff would support a Trustee lease being granted to J Heslin on similar terms and conditions as the proposed Trustee lease to C & F Malone.



Ordinary Meeting of Council Tuesday 20th October 2020

- e. Since K & B Murphy appear not to have proceeded with their application to DNRME to acquire the small parcel of land on the eastern side of the access road to Hilton Park, Council would be advised to initiate discussions with them to determine the future of this land as it currently has a Council water pipe traversing the full length of the land – a point which was over-looked when Council last considered this matter.

Consultation: (internal/External)

Legal Implications:

Policy Implications:

Financial and Resource Implications:

InfoXpert Document ID:

113775

Megan Pellow

From: MURPHY Tanya <Tanya.Murphy@dnrme.qld.gov.au>
Sent: Wednesday, 9 September 2020 10:41 AM
To: Amy Stretton
Subject: Pasturage Reserve over Lot 57 on SP299144 - Permit to Occupy and Purchase applications
Attachments: 07 - Aerial Image Application Area (Parcel A).pdf; SUPPORTING DOCUMENTATION FOR PERMIT TO OCCUPY (002).pdf; Current Title 49011769 (1 SP284275 & 57 SP299144).pdf

To: Chief Executive Officer
McKinlay Shire Council

Pasturage Reserve over Lot 57 on SP299144 - Permit to Occupy and Purchase applications

The department has received the above applications. Both applications have been validly made with the department. The applications that have been made are for a permit to occupy and a purchase of Reserve.

Copies of documents supporting the application are enclosed for your information. The enclosed Smartmap shows the subject land and the surrounding locality.

Please advise the department of your views or requirements including any local non-indigenous cultural heritage values that the department should consider when assessing these applications.

Please also advise the department on the following topics:

- Whether council would consider a trustee lease over part of the reserve to Colin Malone in place of a permit to occupy;
- Whether council would consider a revocation of part of the reserve to allow for a potential purchase of the reserve by Heslin;
- Whether council have a more appropriate use for the land than one or both of the applications that have been made;
- Whether council would consider a different boundary for purchase from Heslin (including the land they have applied for it has been noted that they wish to include or make another application for land over the road from their current application);
- Whether council would consider a different area for a Permit to Occupy or Trustee Lease for Malone;
- Whether there is anything that council feels the needs to raise to the departments attention prior to continuing to assess both applications.

Objections to the applications, and any views or requirements that may affect the future use of the land should be received by close of business on 9 October 2020. If you offer an objection to the application, a full explanation stating the reason for the objection should be forwarded to this Office.

If you wish to provide a response but are unable to do so before the due date, please contact the author before the due date to arrange a more suitable timeframe. An extension to this due date will only be granted in exceptional circumstances.

If a response is not received by the due date and no alternative arrangements have been made, it will be assumed you have no objections or requirements in relation to this matter.

This information has been provided to you in confidence for the purpose of seeking your views on this matter. It is not to be used for any other purpose, or distributed further to any person, company, or organisation, without the express written permission of the department unless required.

If you wish to discuss this matter please contact Tanya Murphy on (07) 4794 8910.

All future correspondence relative to this matter is to be referred to the contact Officer at the address below or by email to Townsville.SLAMS@dnrme.qld.gov.au. Any hard copy correspondence received will be electronically scanned and filed. For this reason, it is recommended that any attached plans, sketches or maps be no larger than A3-sized.

Please quote reference number 2020/012262 and 2020/007278 in any future correspondence.

Thanks,



Tanya Murphy
Land Officer
State Land Asset Management | Land Services
Department of Natural Resources, Mines and Energy

P: (07) 4794 8910

E: tanya.murphy@dnrme.qld.gov.au

A: Cloncurry Courthouse, Cloncurry QLD 4824 | PO Box 7, Cloncurry, QLD 4824

W: www.dnrme.qld.gov.au

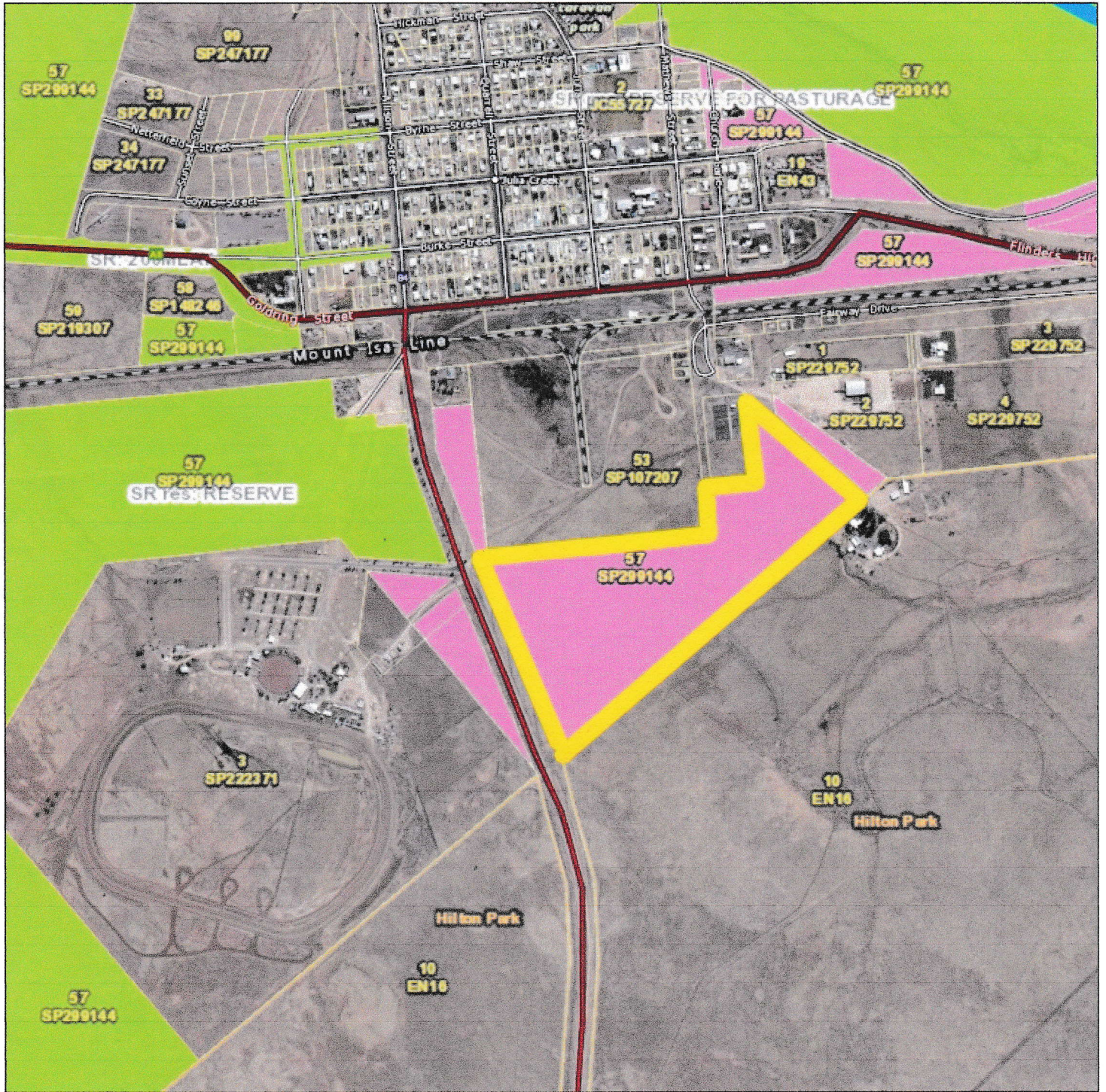
Customers first | Ideas into action | Unleash potential | Be courageous | Empower people



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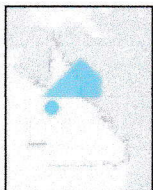
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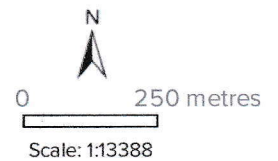
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Department of Natural Resources, Mines and Energy

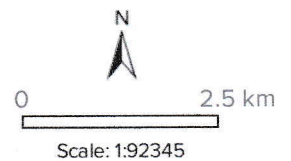


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*Blue line current gazetted
Stock Route access around Town
Area.*



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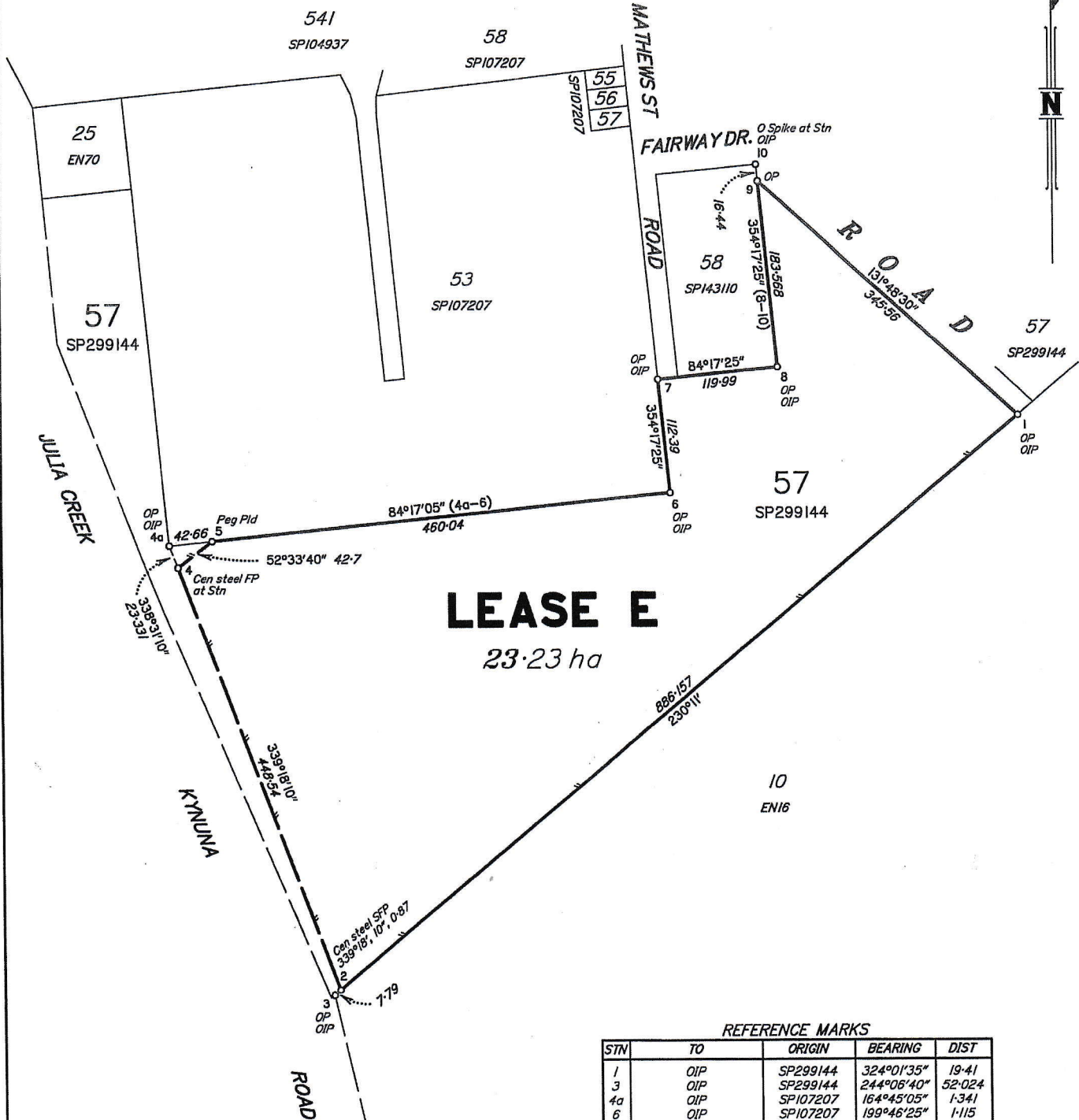


**Queensland
Government**

Department of Natural Resources, Mines and Energy

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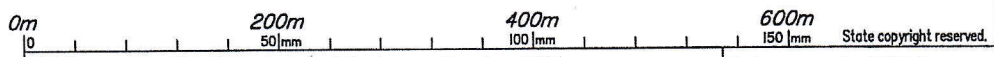
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LEASE E
23.23 ha

REFERENCE MARKS

STN	TO	ORIGIN	BEARING	DIST
1	OIP	SP299144	324°01'35"	19.41
3	OIP	SP299144	244°06'40"	52.024
4a	OIP	SP107207	164°45'05"	1.341
6	OIP	SP107207	199°46'25"	1.115
7	OIP	SP143110	84°17'25"	0.99
8	OIP	SP299144	82°31'20"	1.0
10	OIP	SP299144	84°17'25"	1.0



I, Dale Ian ATKINSON hereby certify that the land comprised in this plan was surveyed by me personally and that the plan is accurate, that the said survey was performed in accordance with the Survey and Mapping Infrastructure Act 2003 and Surveyors Act 2003 and associated Regulations and Standards and that the said survey was completed on 20/12/2019.

Dale Atkinson
Cadastral Surveyor

Date 9/1/2020

Plan of Lease E in Lot 57 on SP299144

Scale: 1:4000

Format: STANDARD



SP317983

LOCAL GOVERNMENT: MCKINLAY SHIRE LOCALITY: JULIA CREEK
Meridian: MGA Zone 54 vide GNSS Survey Records: No

We, Colin Joseph ^{Malone} and Fiona Lee Malone
of 44 Coyne Street, Julia Creek (Po Box 80 Julia Creek)

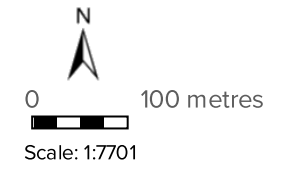
are agreeable to maintaining any boundary fencing which surrounds
the proposed permit to occupy area which we are currently in the
process of applying for over part of the Pasturage Reserve described
as Lot 57 on SP299144.

Colin Malone

Fiona Malone



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Department of Natural Resources, Mines and Energy

20°39'16"S 141°44'15"E

20°39'16"S 141°45'38"E

20°40'16"S 141°44'15"E

20°40'16"S 141°45'38"E

Land parcel

 Parcel

Property



Land parcel label

Railway



Road crossing

 Bridge

 Tunnel

Road

 Highway

 Main

 Local

 Private

Maxar

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INTERNAL CURRENT RESERVE SEARCH
NATURAL RESOURCES, MINES AND ENERGY, QUEENSLAND

Search Date: 22/07/2020 11:31

Title Reference: 49011769
Date GAZETTED: 20/05/1916
PAGE: 1758

Opening Ref: RES 1611
Purpose: PASTURAGE
Sub-Purpose:
Local Name:
Address: JULIA CREEK
County (R) No: R5
File Ref: RES 1611

TRUSTEES

MCKINLAY SHIRE COUNCIL Gazetted on 20/10/2006 Page 715

LAND DESCRIPTION

LOT 1 SURVEY PLAN 284275 AMENDED on 21/02/2018
Local Government: MCKINLAY
LOT 57 SURVEY PLAN 299144 AMENDED on 04/04/2018
Local Government: MCKINLAY

Area: 866.809800 Ha. (ABOUT)

EASEMENTS AND ENCUMBRANCES

1. EASEMENT No 602824432 (A806) 19/07/1974
BURDENING THE LAND
TO LOT 30 ON CP EN117
OVER EASEMENT A ON RP725502
Lodged at 00:00 on 19/07/1974 Recorded at 00:00 on 19/07/1974
2. NOTING No 713923807 24/06/2011 at 14:52
EASEMENT: 602824432 (A806)
THE BENEFITING TENEMENT OF THE EASEMENT IS RECORDED UNDER
EASEMENT 602631773 (N710369) OVER TITLE REFERENCE 20898094
Lodged at 14:52 on 24/06/2011 Recorded at 14:57 on 24/06/2011
3. STATE PERMIT No 714672493 13/09/2012 at 09:26
A State Permit has been created see Title Reference
40064834
Lodged at 09:26 on 13/09/2012 Recorded at 09:29 on 13/09/2012
4. STATE PERMIT No 715859955 27/06/2014 at 09:50
A State Permit has been created see Title Reference
40068349
Lodged at 09:50 on 27/06/2014 Recorded at 11:45 on 02/07/2014
5. STATE LEASE No 717285904 01/06/2016 at 11:51
A State Lease has been created see Title Reference
40072163
Lodged at 11:51 on 01/06/2016 Recorded at 11:54 on 01/06/2016

INTERNAL CURRENT RESERVE SEARCH
NATURAL RESOURCES, MINES AND ENERGY, QUEENSLAND

Search Date: 22/07/2020 11:31

Title Reference: 49011769
Date GAZETTED: 20/05/1916
PAGE: 1758

EASEMENTS AND ENCUMBRANCES

6. TRUSTEE LEASE No 717938506 03/04/2017 at 13:21
OPTUS MOBILE PTY LIMITED A.C.N. 054 365 696
OF LEASE F ON SP291650 IN LOT 57 ON SP284275
TERM: 01/12/2016 TO 30/11/2036 OPTION NIL
Lodged at 13:21 on 03/04/2017 Recorded at 07:58 on 27/06/2017

ADMINISTRATIVE ADVICES - NIL
UNREGISTERED DEALINGS - NIL

Caution - Charges do not necessarily appear in order of priority

** End of Current Reserve Search **



7.0 COMMUNITY SERVICES



Ordinary Meeting of Council Tuesday 20th October 2020

7.1 Subject: Community Services Monthly Report
Attachments: Nil
Author: Community Services Team Leader
Date: 6th October 2020

Executive Summary:

Council is presented with the monthly Community Services report, which provides an overview of the operations for the month: **September 2020**.

Recommendation:

That Council receives the Community Services monthly report for September 2020

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

Grants & Funding

This section aims to provide Council with an update regarding the current grant submissions and applications.

Smart Hub Project

Council has had final meetings with Telstra and Fourier Technologies to finalise a schedule to complete the works associated to provide internet connectivity to the facility. It is anticipated these will be fully complete by the end of October so the facility can be opened to the public.

RADF

The initial round of RADF funding is scheduled to close in early October. Council has received a total of 4 applications to date for a wide range of community based projects. A second round will be advertised early in 2021.

LRCIP Program

Council has received final approval and funding documentation to complete the wide range of works associated with the Local Roads and Community Infrastructure Projects Program. There are plans in place to complete works at the Cemetery, Swimming Pool and Visitor Centre towards in the coming months.

Department of State Development, Tourism and Innovation

Council has been liaising with staff from the Department to submit a proposal to receive funding to create and install a wide variety of new interpretive tourism signage throughout the Shire. The proposal aims to capture visitors in transit or already in the Shire and encourage them to extend their visitation and engage in all the wonderful activities and attractions McKinlay Shire has to offer. An overview will be provided below of the scope of works to be completed through the program:

- 5 interpretative signs at designated rest areas on major highways leading into Julia Creek (Kynuna, McKinlay, Burke and Wills, Oorindi and Maxwelton)
- 10 descriptive signs at key locations in Julia Creek advising visitors of what to do in McKinlay Shire;
- 2 Great Artesian Basin/Boundary Rider informative signs for the Artesian Bathhouses
- 6 informative signs for each bathhouse at the Caravan Park.



Ordinary Meeting of Council Tuesday 20th October 2020

Works for Queensland

Final approval from the Department has been provided to Council which will now allow a number of major repair and maintenance works funded through the program to begin.

Community Benefit Assistance Scheme

Council plans to release Round 1 of the 2020/21 Community Benefit Assistance Scheme in October. Local community groups will again be able to apply for dollar-for-dollar funding to assist with the purchase of infrastructure, equipment or volunteer support. It is planned applications received will be presented for ratification for the November Meeting of Council.

Community Development Officer

Chemical Accreditation Workshop

A Chemical Accreditation Workshop in Julia Creek on 2nd September 2020 was to be provided to the community with a minimum of 10 participants required for a subsidised cost of \$250.00 per person including catering. Topics include:

- Labels & safety data sheets
- Legislation and licensing
- Globally harmonised system
- Australian Dangerous Goods
- Integrated pest management
- Pesticides and toxins hazards and toxicity– LD50/LC50
- Chemical transport, storage, disposal, record keeping, spills & risks
- Handling, mixing, applying chemicals & Use of personal protective equipment
- Spray drift and weather conditions-Delta T
- Equipment & calibration

Where offered and attendees were to be awarded a Statement of Attainment for 2 units plus AgForce Chem Card.

Due to the course facilitator traveling from a COVID hotspot the decision to postpone the event was made. Arrangements now made for the course to be held in November.

HERd

The working party for HERd had their first meeting to discuss the overview of the event for the women in the region. The HERd Ladies Weekend is for women who live on a station or in the remote townships, to bring them together for a social and educational weekend. An opportunity to connect with their friends and make new ones, a chance to discuss emotions and access health and wellbeing providers whilst enjoying the creative arts and guest speakers that are on offer. Currently the group is finalizing the budget though have already been successful in obtaining \$25,000.00 from the Department of Small Business and Training to go towards the event.

Men's Horsemanship Clinic

Through a partnership with Cloncurry Shire Council and support from Sisters of the North and Western Queensland, both Councils have been able to organize a free 2-day horsemanship clinic at Sedan Dip. The event aims to encourage social connectivity and promote men's mental health and will be held in October.



Ordinary Meeting of Council Tuesday 20th October 2020

Julia Creek Caravan Park

The onset of the September school holidays coupled with a large number of Queensland residents visiting their state resulted in a higher than anticipated number of stays at the Caravan Park throughout the month.

Jason and Cathy's tenure at the park finished earlier than expected due to unforeseen circumstances but Council has been fortunate to find replacement Managers from Caretakers Australia. We have welcomed Suzanne and Andrew for a three week period before Paul and Carol Carn takeover the Park for a 6 month period.

The RMS booking system shows total visitors for September amounted to 1217 adults which equalled a gross total of \$55,858 for the month, compared to \$63,045.45 in August. Please find below other visitor statistics obtained through the RMS system.

JC Caravan Park Revenues September 2020

Type of service	AUGUST revenues (incl GST)	Total	SEPTEMBER revenues (incl GST)	Total
Donga Units		\$3,990		\$3,195
Powered Sites		\$21,368		\$21,688
Cabins		\$15,090		\$8,070
Unpowered Sites		\$6,478		\$5,926
Sub Total		\$46,926		\$38,879
Artesian Baths incl. salts		\$9,023.45		\$8,958
McIntyre Park		\$1,612		\$1,066
Cheese Platters		\$2,125		\$2,250
Laundry		\$1,579		\$1,065
Long Term Stay		\$1,780		\$3,640
Calculated Total		\$63,045.45		\$55,858

JC Caravan Park Guest by Region September 2020

Region	Guests
No region supplied	403
VIC	46
SA	38
NT	5
QLD	584
NSW/ACT	123
WA	10
TAS	8
Total Guests	1217



JC Caravan Park Occupancy By Category September 2020

Type of Service	% Occupancy for August
Donga Unit	50%
Cabin – 4 berth	96%
Cabin – 6 berth	47%
Unpowered site	24%
Powered site	71%
Powered camp site	21%
Long Term	66%

JC Caravan Park Artesian Bathhouse Usage September 2020

Type of Service	Number of bookings
Boundary Rider Huts	112
Replica Rain Water Tank Bathhouses	236

Library & Funeral Services

The library was finally able to host a ceremony for the burial of the time capsule project. Unfortunately, due to COVID-19 restrictions, numbers were limited to a few of the senior students, staff and Councillor's Fegan and Royes. The time capsule is scheduled to be opened on September 4th 2040. The ongoing influx of visitors to the region has resulted in an increased number guests to the Library.

JC Library Memberships September 2020

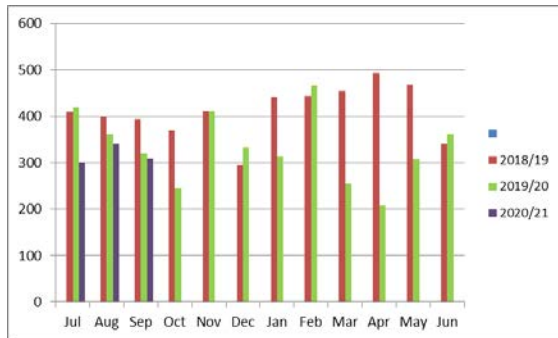
Type of Membership	Total Membership
Adult	300
Junior	69
Institutions	2
Tourists	5

JC Library Services Provided September 2020

Services Provided	Total Amount
Reservations satisfied	86
Requests for books	72
Internet/Computer usage	
iPad usage	
WiFi usage	



JC Library Monthly Loans September 2020



JC Library Monthly Visitors September 2020



Tourism

Similarly to the Caravan Park, the Visitor information Centre has seen a much higher attendance than first anticipated for the month of September. A large majority of young families and Queensland residents passed through the Centre as they are experiencing what outback Queensland has to offer. The Visitor Centre will reduce its operating hours at the conclusion of the school holidays to accommodate the expected downturn in visitor numbers for the remainder of the year. Dunnart feedings will also cease at the end of October to allow maintenance to take place in the enclosure and Beneath the Creek.

Total Visitor Numbers for September 2020

There were 871 visitors to the Julia Creek Visitor Information Centre in September 2020. There have been 3142 visitors to the Julia Creek Visitor Information Centre this year to date (YTD).

Total Locals for September 2020

There were a total of 23 local visitors to the Julia Creek Visitor Information Centre in September. There have been 72 local visitors to the Julia Creek Visitor Information Centre this year to date (YTD).

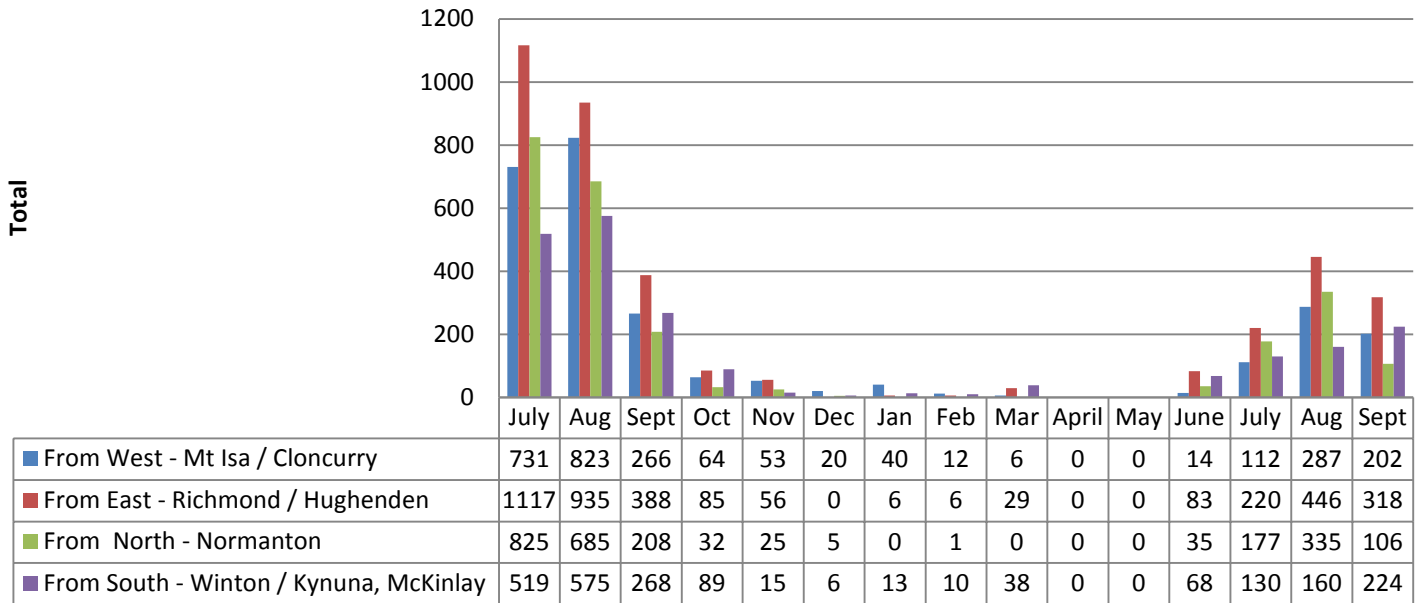
Beneath the Creek Entries September 2020

There were 272 entries to Beneath the Creek August 2020.



North West Regional Statistics for August 2020

**North West Regional Statistics
July 2019 - September 2020**



RV Site Permits and Expenditure September 2020

There were 214 RV Site Permits issued in September 2020. There have been 778 RV Site Permits issued in the Year to Date (YTD).

Digital and Social Media Figures

	Facebook Page Likes		Instagram Likes		Websites	
	MSC	JC VIC	MSC	JC VIC	MSC	JC VIC
September 1	6,259	4,282	944	1,701	Sessions	Sessions
September 30	6,277	4,314	973	1,907	2,100	1,018
					Users	Users
					1,479	870



Julia Creek Early Learning Centre

Current enrolments

There are currently 35 children enrolled at the Service

Changes to Enrolments

There are currently 21 children on the waiting list including new families and families currently attending who are requesting extra days of care.

New Enrolments

There are 2 new enrolments scheduled for October but can only be accommodated 1 day per week

Attendance

The centre had 262 attendances (actual) over the 22 days of care offered during September. This equated to an average of approx. 12 children per day.

Significant events:

- The first day of Prep Transition was held with some children successfully heading over to 'Big School' where they engaged in some play based learning, story time and connecting with old friends and family members. There were smiles all round and the less formal approach to previous years has seen a much more positive response from the children who are moving on.
- Staff have been fortunate to receive some positive verbal feedback from families regarding their children's progress.
- Parent teacher interviews were conducted with the 3-5 year old parents; all very positive and great to have a chance to sit with parents and have uninterrupted discussions about expectations.

Swimming Pool

ENTRIES	SWIMMERS
Adult Entry	31
Child Entry	51
Season Passes / Family Pass	
Adult	71
Child	96
Swim Lessons/ No Charge	
After School Care/ No Charge	17
J/C Swimming Club/ No Charge	
Aged Care/ No Charge	
Triathlon Training/ No Charge	
Adult	
Child	
J/C State School/ No Charge	
Caravan Park Tokens	
Adult	373
Child	291
Free Sunday	
Adult	
Child	
Total Swimmers	930



Sport & Recreation

Daren Ginns Centre Upgrade:

The Daren Ginns Centre has continued to see some exciting upgrades for the month of September, as well as some exciting things planned for the coming months. We have welcomed the arrival of some new resistance bands for members to utilise, as well as a brand new Squat Rack on the way which was a very popular suggestion from gym goers utilising the "Ideas Box". The Squat Rack is an important piece of gym equipment and can be utilised for a multitude of exercises, as well as utilised for our upcoming group fitness/personal training sessions.

In more exciting news for the gym, the month of September has seen a total of 14 new members, bringing the total to 63, with a few more expressing their interest in signing up.

After School Sport:

September's After School Sport came to a close as the school term ended, and it was great to see the kids still turning up and giving all the activities a go even as the days started to get warmer. In the few weeks I had the pleasure of taking the kids for their Tennis and Athletics sessions, the progression and development was excellent, and it was refreshing to see kids who generally weren't keen on sport, getting involved with the others and having fun.

Social Sport:

Social Sport continues to remain popular on Mondays and Wednesdays throughout September, even across the school holidays. Touch Football on Wednesday night's still remains the most popular choice, with people young and old, local and from out of town coming down for a run. I have begun conversations with those attending Netball on Monday nights as to whether or not we change Mondays to a different sport for October onwards, and we have some excellent suggestions so far with confirmation due in the coming week or so.

School Holiday Program:

The Term 3 school holiday program has been a hit with the kids of Julia Creek and they have thoroughly enjoyed the variety of activities available to them to keep them busy while they're away from school. These holidays, we have seen the Flipside Circus returning to town to run clinics with children as young as 2, through to high school age. The circus is always well received and yet again the kids & parents sung the praises of Flipside Circus and all had a great time getting involved.

As well as the circus, the kids have been able to take part in science experiments, two days of rugby league (clinic/games), healthy eating/cooking class, two sessions at the pool, a movie day and games at the indoor sports centre.

Move It - North Queensland Sports Foundation:

Whilst meeting with the Move It NQ /North Queensland Sports Foundation team on the 8th September, we put forward our proposal/funding request to successfully offer and deliver group fitness and personal training initiatives for the community. The proposal was well received and since this meeting, McKinlay Shire has been successful in securing the required funding for the program.

This initiative will be looking to kick off in late October, with the initial phase of the project running for 8 weeks, with a break for Christmas/New Years and recommencing in January for roughly 6 weeks. In February, we will be reconvening with the Move It NQ team to provide feedback on any changes the community recommends for the program going forward, with the hope of continuing this initiative throughout 2021.



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The program will provide a variety of group fitness options for people in the community, as well as personal training for individuals looking to get started/continue on their fitness journey. This is an incredibly exciting initiative for the community and I can't wait to see the benefit it has on all involved.

Community Health

Community Nurse data collated from 17th August – 31st August due to regular nurse being on annual leave up until this point.

CHSP OCCASIONS OF SERVICE (OoS)		
	OoS	Hours
Nursing Care	51	29.55
Personal Care	9	2.5
Total	60	32.05 hrs

LOCATION OF CHSP OCCASIONS OF SERVICE	
Home Visits	-
Clinic Visits	-
Phone Consults	-
Telehealth	-
Other	-
Transport to Medical Appointments	13

NON-CHSP COMMUNITY NURSING OCCASIONS OF SERVICE		
	OoS	Hours
Nursing (non-specific)	24	11.85
Transports	11	-
Meetings	14	-
Health Promotion Sessions	Prostate Cancer Awareness	



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HEALTH PROMOTION

September was International Prostate Cancer Awareness Month. In keeping with that, the IMOC health promotion calendar had prostate cancer awareness as its focus for September-October.

Posters from the Prostate Cancer Foundation were printed and laminated and posted around town. Locations included MSC Depot men's room, Post Office noticeboard, Our Health noticeboard, Julia Creek Butchers, Julia Creek News, the men's room at Julia Creek Roadhouse, and the cattle/sale yards west of town.

Further to that, McKinlay Shire Council kindly posted Prostate Cancer Foundation of Australia (PCFA) promotional resources to Facebook this month, and included references to prostate cancer in the weekly community emails.

Additionally, the Community Nurse personally participated in The Long Run, a fundraiser for the PCFA. This resulted in over \$33,800 being donated to the PCFA!

R U OK day was supported by the McKinlay Shire Local Human and Social Recovery Group at a sausage sizzle / 'grab & go' breakfast on 10/10/2020 at Peter Dawes Park.

CHSP - Community Home Support Program

Events and Activities

There have been a limited number of attendances to CHSP activities during the month as a few clients have been out of town. Normal Wednesday morning teas are continuing and Pub Luncheons have resumed with a COVID Plan in place. As the mercury begins to rise, extra care and attention will be provided to clients for their wellbeing.

Stats September 2020

CHSP currently have a total of **24** clients.

Service Offered	Number of Clients
Transport	22 Two-way trips
Social Support	31 Visits
Personal Care	12 visits 1 client
EXERCISE	
Counselling/Support, Information and advocacy (client)	2 hours
Shopping	4 trips (10 pick-up)
GAMES	(0 sessions)
Luncheon	16 Attended (4 sessions)
Wednesday Meal	35 meals
Meals on Wheels	46 Meals delivered
Home Maintenance	21 lawns mowed 21 clients
Domestic Assistance	7 clients
Pub Lunch	5 clients 1 session
Craft Morning	
Clients Transported for Doctors Appointments	2 CHSP clients



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Consultation:

Director Corporate & Community Services

Legal Implications:

Policy Implications:

Financial and Resource Implications:

Nil

InfoXpert Document ID:

113729



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7.2 Subject: Julia Creek Primary P&C Association

Attachments: Nil

Author: Community Services Team Leader

Date: 9th October 2020

Executive Summary:

Council has received a Community Donation Request from Julia Creek Primary P&C Association for the value of \$10,000. The P&C Association aims to support the school community with resources and activities outside of the scope of the school budget. The funding requested will be utilised by the P&C to contribute to the School's application through the School Subsidy Scheme to undertake significant repairs, maintenance and upgrades to school facilities. The P&C will also be matching Council's contribution through fundraising and grants.

Recommendation:

Council resolves to approve the Community Donation Request for the Julia Creek State Primary P&C Association for \$10,000.

Background:

Council has previously supported the P&C through other funding allocations and has worked closely with the School to provide a wide range of programs and activities that benefit local children.

Community Services Team Leader has worked closely with the School Principal and funding a mutually beneficial way to support the upgrades through their funding application. Some key priorities that have been identified include:

- Signage at front of school (replace with electronic sign)
- Pathways (including gardens) leading from the front gate up to the under covered area underneath A Block (5/6 Classroom/Library)
- Proposed new under covered area between A Block and E Block (P/1 classroom)
- Removal and replacement of garden beds within school grounds
- Total refurbishment of Oval (Topsoil, irrigation, levelling, etc.)

The process will be ongoing and take some time but there is no doubt the proposed scope of works above will have a significant impact on the school and its students.

Consultation:

This report was completed with consultation from Director Corporate & Community Services

Legal Implications:

Nil

Policy Implications:

Community Grants Policy

Financial and Resource Implications:

Council sets aside \$20,000 from its annual budget for community sponsorship and donations and \$5,000 would remain for other organisations to access.

InfoXpert Document ID:

113730



7.3 Subject: Regional Arts Development Fund – Quick Response Applications

Attachments: Nil

Author: Community Services Team Leader

Date: 9th October 2020

Executive Summary:

Council has received one (1) Quick Response Applications and the committee will be assessing the application prior to the Council meeting and their decision will be provided on the day.

Recommendation:

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

- *Funny Mummies - \$6,590*
-

Background:

Council has submitted an application to host a performance of *Funny Mummies* in early November. Council believes this will be great opportunity to allow women of the community to come together and share in a night filled with laughter. The show is catered to a women's only audience as the comedians share their life experiences relating to everything exciting (and not so exciting) about motherhood.

Consultation:

Consultation with Corporate & Community Services Team Leader and RADF Committee.

Legal Implications:

Nil

Policy Implications:

Arts & Cultural Policy

Financial and Resource Implications:

An allocated amount of \$40,104.02 was eligible to be carried over from 2019/20. There will be a total of \$13,845.02 remaining following the delivery of this performance

InfoXpert Document ID:

113731



7.4 Subject: Pets at Seniors Living Units
Attachments: 7.4.1 Pet Policy – Seniors Living Units (*InfoXpert ID:113780*)
7.4.2 Pet Application Form (*InfoXpert ID:113781*)
Author: Director Corporate and Community Services
Date: 14th October 2020

Executive Summary:

The Seniors Living Units located on Coyne Street and Hospital Lane are currently tenanted on the basis of no pets. At the request of Council, a Pet Policy has been drafted for consideration and adoption.

Recommendation:

That Council adopt the Pet Policy – Seniors Living Units V1.0 as presented.

Background:

Since the inception of the Seniors Living Units the units have been tenanted on a 'no pets' basis.

Over the years Council has received two requests for consideration to the 'No Pets' policy to be reviewed. Following the most recent request, Council have requested a policy be drafted to consider allowing Pets at the units, namely fish and cats.

Dogs have not been included in the policy as it is difficult to allow dogs as the units are not individually fenced to keep dogs within each tenant's area.

Consultation:

Consultation was undertaken with all current residents and all offered no objection to the introduction of a pet policy whereby cats and fish may be kept as a pet.

Policy Implications:

Upon adoption the Seniors Living Units Fact Sheet and Application form will require updating.

Financial and Resource Implications:

\$500 refundable deposit will be charged to any tenant bringing a pet into the units.

InfoXpert Document ID:

113779



SENIORS LIVING UNITS PET POLICY & PROCEDURE

Policy

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

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

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

Permission may be withdrawn if pets are not kept in accordance with the Pet Ownership rules. Should a tenant be permitted to bring a pet into the Seniors Living Unit, a refundable deposit must be paid prior to the pet being brought into the unit. This deposit is not applicable to service or companion animals. The deposit amount is \$500.00 (cats only).

Pet Ownership Rules

Standard Rules

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

Emergency Care Arrangements

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

Withdrawal of Permission

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

- Create unreasonable noise or nuisance

Date of Approval: 20th October 2020
Approved By: Council Resolution

Effective Date: 21/10/2020
Version: 1.0
Review Date: October 2021

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

Replacement of Pets

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

Vacating Units

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

Procedure

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

Application of Policy

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

Pet Application Form – Seniors Living Units

Unit Number _____

Applicant's name: _____

Telephone: _____ Email: _____

Type of pet: _____

Age of pet: _____ Name of pet: _____

Description of the pet: _____

Vaccinated: Yes No Micro-chipped: Yes No

Council Registration Number : _____

Note: Applicable to dogs and cats only. Dogs are required by law to be registered with the local council in every Australian State and Territory (other than the Northern Territory where dog registration is required by some councils only). Cats are required by law to be registered with the local council in NSW, Victoria and Queensland (and by some councils in the Northern Territory and Western Australia).

Emergency Care

The following person is nominated to provide emergency care of the pet/s should the owner be unable to provide care at any time:

Name: _____

Contact Number: _____

I (The Applicant) _____

request the consent of the Owner, McKinlay Shire Council to keep the above detailed pet within the rented unit as detailed above.

Signed.....

Date.....

Check list (Please ensure that you provide all documents listed below with your application)

- Pet application form Picture of the animal(s)
- Veterinary evidence of Cat being desexed

Pet Keeping Agreement – Seniors Living Units

I/we:

1. Have read and understood the rules regarding pets.
2. Agree to abide by the rules of having a pet at the Seniors Living Units.
3. Understand that it is my/our responsibility as pet owners to:
 - monitor the noise from the pet, ensuring they do not unreasonably cause annoyance or disturbance to neighbours
 - maintain a high standard of cleanliness and sanitation at all times, cleaning and disposing of any animal waste within the complex or common property
 - maintain a high standard of preventative health care e.g. flea and worm treatment
 - keep the pet under control at all times within the complex or common property
4. Acknowledge that I/we shall be liable for any damage to common property caused by the pet and shall pay the Council immediately for any costs incurred in rectifying this damage
5. Agree to pay the costs of having the carpet of the unit cleaned annually and on vacating the unit.
6. Accept full responsibility and indemnify the Council for any claims by or injuries to third parties or their property caused by, or as a result of, actions by my pet
7. Acknowledge that the consent of the Council operates in respect of the nominated pet only and that any change of pet must be the subject of a separate application
8. Acknowledge that I/we have received and read the Pet Policy.
9. Acknowledge that in the event of a breach of this agreement the Council may withdraw any consent it has given me for the keeping of a pet

Signed (Pet Owner).....

Signed (Council's representative).....

Date.....



7.5 Subject: Co-host Flood Summit 2020
Attachments: 7.5.1 Correspondence - Re Co-hosting Flood Summit 2020 (*InfoXpert ID: 113774*)
Author: Community Development Officer
Date: 15th October 2020

Executive Summary:

Council has received an invitation from the Western Queensland Primary Health Network (WQPHN) to co-host the 2020 Flood Summit on Monday 30 November 2020 at Julia Creek Shire Hall.

Recommendation:

That Council accepts the invitation to co-host the 2020 Flood Summit on Monday 30 November 2020 with the Western Queensland Primary Health Network. Further, Council will support the initiative by:

- *Providing the assistance of Council's Community Development Officer as a key coordinator to work with the WQPHN in organising the logistics associated with the Summit; and*
 - *Providing the hall hire for the event as an in-kind contribution*
-

Background:

Correspondence was received on the 13 October 2020 with attached letter dated 8 October 2020 regarding the request for Council to co-host the 2020 Flood Summit in Julia Creek.

The first Flood Summit was held in Cloncurry in November 2019 and WQPHN would like service providers to continue the 'Way Forward' commitment developed during cross-agency conversations and convene another Summit. WQPHN would like delegates to reflect on how things are tracking, what lessons have been learnt, what do to stop and what to continue with. It is also an important time to assess and share information about how mental health and wellbeing services are performing at a population level within the impacted Shires of Winton, McKinlay, Flinders, Richmond, Cloncurry, Carpentaria, and Burke.

The establishment and implementation of a Disaster Management Protocol is also on the agenda, which will be a document that supports the Disaster and Emergency Management Plan of respective Shires within the WQPHN and NQPHN regions. The Summit would also provide the ideal platform for all delegates to discuss and launch plans for a central coordination point of services including health and wellbeing services in the post phases of disaster and how emergency management and plans are implemented.

Consultation:

Mayor & CEO



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Legal Implications:

Nil

Policy Implications:

Nil

Financial and Resource Implications:

Hall Hire in-kind support \$98.00

Risk Management:

WQPHN to undertake COVID-19 planning in line with Government and Council regulations

InfoXpert Document ID:

113777

8 October 2020

Mr Phillip Curr
Mayor
McKinlay Shire

Dear Phillip,

Re: **Invitation for McKinlay Shire Council to endorse and co-host Flood Summit 2020
Monday 30 November 2020 at McKinlay Shire Hall.**

As an ongoing commitment to the North West Region's recovery since the 2019 Monsoonal flood event the WQPHN, along with key stakeholders NQPHN, RFDS, LGA's and the National Drought and Flood Response Recovery Agency would like to request McKinlay Shire Council join us in co-hosting a second Flood Summit in November 2020.

The first Flood Summit was held in Cloncurry in November 2019 and we would like service providers to continue the 'Way Forward' commitment developed during cross-agency conversations and convene another Summit. WQPHN would like delegates to reflect on how things are tracking, what lessons have been learnt, what do we stop and what do we continue with. It is also an important time to assess and share information about how mental health and wellbeing services are performing at a population level within the impacted Shires of Winton, McKinlay, Flinders, Richmond, Cloncurry, Carpentaria, and Burke.

The establishment and implementation of a Disaster Management Protocol is also on the agenda, which will be a document that supports the Disaster and Emergency Management Plan of respective Shires within the WQPHN and NQPHN regions. The Summit would also provide the ideal platform for all delegates to discuss and launch plans for a central coordination point of services including health and wellbeing services in the post phases of disaster and how emergency management and plans are implemented.

The date proposed for the Flood Summit 2020 is **Monday 30 November 2020** and we request the assistance of Council's Community Development Officer and Community Engagement Officer as key coordinators with local knowledge, to work with the WQPHN in coordinating the logistics associated with the Summit.

Sandy Gillies, Executive Manager Service Provider Commissioning, is the lead within the WQPHN and can be contacted via email sandy.gillies@wqphn.com.au or on 0456 001 673.

I look forward to hearing from you at your earliest convenience and please do not hesitate to call if you have any further queries.

Yours faithfully

Stuart Gordon



CEO



8.0 CORPORATE SERVICES



Ordinary Meeting of Council Tuesday 20th October 2020

8.1 Subject: Corporate Services Report
Attachments: Nil
Author: Corporate Services Team Leader
Date: 9th October 2020

Executive Summary:

The Corporate Services Report as of 30 September 2020 which summarises the financial performance and position is presented to Council.

Recommendation:

That Council receives the monthly Corporate Services Report for the period ending 30 September 2020.

Report:

The Corporate Services Report compares actual performance to date with the Council's proposed 2020-2021 Budget and provides information, budget variances or any financial risks/concerns.

Financial information provided in this report is:

1. Summary of the Statement of Comprehensive Income (Profit & Loss Sheet) provides the total revenue versus expenditure which gives the operating result.
2. Statement of Financial Position (the Balance Sheet) "bottom line" discloses the Net Community Equity of Council, which represents 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:

Revenue increased by \$6.7mil, \$6.2mil of the increase was received for Flood Damage.

Expenditure increased by \$2.4mil, \$1.9mil was flood damage expenditure for September. Remaining expenditure is the result of road works, RMPC and other operating expenditure.



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INCOME STATEMENT SUMMARY				
	Actuals	Variance	YTD Budget	Full Year Budget
Total Income	12,225,959	99%	12,404,945	49,619,780
Total Expenses	(8,980,566)	211%	(4,259,122)	(17,036,489)
Net Result	3,245,393	40%	8,145,823	32,583,291
Less Capital Revenue	9,059,898	91%	9,914,637	39,658,546
Operating Result (excl. Capital	\$ (5,814,505)	329%	\$ (1,768,814)	\$ (7,075,255)

STATEMENT OF FINANCIAL POSITION			
	2021 Actuals		2020 Actuals
Current Assets	23,542,723		21,722,082
Total Non-Current Assets	229,976,630		206,443,526
Total Assets	253,519,353		228,165,608
Total Current Liabilities	8,446,763		1,054,369
Total Non-Current Liabilities	130,704		152,909
Total Liabilities	8,577,467		1,207,278
Net Community Assets	\$	244,941,886	\$ 226,958,330
<i>Community Equity</i>			
Asset Revaluation Surplus	79,503,337		78,038,228
Retained Surplus	165,038,549		148,520,102
Total Community Equity	\$	244,941,886	\$ 226,958,330

STATEMENT OF CASH FLOWS			
	2021 Actuals		2020 Actuals
Cash Flows from Operating Activities	(6,191,988)		8,299,796
Receipts, Payments & Interest Received			
Borrowing Costs			
Cash Flows From Investing Activities	6,493,023		(5,615,207)
Payments and Proceeds for PPE			
Capital Income			
Cash Flows from Financing Activities	-		-
Loan Payments			
Net increase (decrease) in cash held	301,035		2,684,589
Cash at beginning of the financial year	18,835,421		16,150,832
Cash at the end of the period	\$	19,136,456	\$ 18,835,421



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Summary By Departments						
Department	Revenue			Expenditure		
	Actuals	%	Budget	Actuals	%	Budget
Infrastructure & Works	8,512,387	21%	40,162,046	6,991,905	16%	43,575,986
Governance & Partnerships	-	0%	-	296,794	32%	937,987
Corporate Services	2,883,436	40%	7,144,058	337,000	17%	1,987,501
Economic Development	230,578	56%	410,420	221,184	20%	1,080,550
Community Services	483,518	32%	1,488,484	813,482	20%	4,135,707
Health Safety & Development	16,836	17%	99,047	258,727	37%	699,500
Environmental Management	99,205	26%	375,525	61,474	13%	461,600
	12,225,959	25%	49,679,580	8,980,565	17%	52,878,831

Capital Works Program 2020-2021 Version 1.0

Infrastructure & Works	Actuals	Budget	Grants/Other
Roads	\$1,834,498.47	\$7,580,801.83	\$7,830,802.00
Wastewater	\$7,501.03	\$1,217,540.00	\$1,215,000.00
Water	\$307,962.98	\$1,881,600.00	\$1,458,000.00
Transport	\$0.00	\$139,984.00	\$119,984.00
Other	\$0.00	\$995,000.00	\$40,000.00
Subtotal	\$2,149,962.48	\$11,814,925.83	\$10,663,786.00
Environmental Management	Actuals	Budget	Grants/Other
Reserves	\$10,401.04	\$103,256.28	\$0.00
Subtotal	\$10,401.04	\$103,256.28	\$0.00
Community Services & Facilities	Actuals	Budget	Grants/Other
Community Buildings & Other Structures	\$320,169.29	\$1,159,232.00	\$860,907.00
Parks & Gardens	\$34,403.03	\$404,146.00	\$383,846.00
Council Housing	\$16,281.01	\$153,500.00	\$0.00
Subtotal	\$370,853.33	\$1,716,878.00	\$1,244,753.00
Corporate Services	Actuals	Budget	Grants/Other
Corporate Buildings & Other Structures	\$0.00	\$562,400.00	\$252,000.00
Other	\$1,464.55	\$25,000.00	\$0.00
Economic Development	\$19,251.19	\$643,000.00	\$271,000.00
Subtotal	\$20,715.74	\$1,230,400.00	\$523,000.00
Total	\$2,551,932.59	\$14,865,460.11	\$12,431,539.00

Capital Works Program 2020-2021

Infrastructure & Works	PM	Job Cost	Actuals	2020/21 Budget	Grants/Other	Comments	Committed Costs	Detailed Comments
Roads								
Gilliat/McKinlay Road - Sealing Works	DERS	0460-1040-0002	24,994	975,484	1,275,484	TIDS \$425k R2R \$550,484 - Gravel and Seal works CH 22.580 - CH 24.655,	\$219,588.14	Gravel and Seal works CH 22.580 - CH 24.655,
Gilliat/McKinlay Road - Floodways	DERS	0460-1040-0004	-	300,000	300,000	TIDS \$150k R2R \$150k Floodways CH 61.000,CH 58.700,CH 25.000.		Floodways CH 61.000,CH 58.700,CH 25.000
Burke Street - reseal	DERS	0460-1040-0009	6,181	350,242	350,242	R2R \$350,242		
Combo Waterhole Sealing Project	DERS	0460-1040-0020	9,229	1,500,000	1,500,000	75% of works completed in 2019/20 and remaining 25% to be completed in 2020/21. Intersection Upgrade, Landscaping. Combo Water hole and Landsborough highway	\$3,880.93	Intersection Upgrade, Landscaping. Combo Water hole and Landsborough highway
Road Upgrade STP to Dog Pound	DERS	0460-1040-0021	-	8,500	8,500	Funding under LRCIP		271mx6m Gravel and Cartage cost \$3,200 Machinery Hire \$5,300
Julia Creek Refuse Tip Road Upgrade	DERS	0460-1040-0022	-	21,600	21,600	Funding under LRCIP		1100mx6m Gravel and Cartage cost \$9940, Machinery Hire \$11660
Gravel Pits	DERS	0430-1100-0000	-	50,000		Survey of Gravel Pits, Geo tech for testing of gravel.		
Upgrade Bunda Pelham Road	DERS	0460-1040-0023	-	200,000	200,000	LRCIP funding		Patch approx. 4km of unsealed road over a 20km stretch 7mm bitumen seal over the entire 750m pathway of the solar lights, repair dirt shoulder
McIntyre Park Walking Path	DERS	0430-2610-0005	-	30,000	30,000	LRCIP funding		
Julia Creek Truck Bay Stabilisation and Reseal	DERS	0460-1040-0024	-	190,000	190,000	Possible LRCIP Stabilising and Reseal Cost \$ 190,000 15000 sqm2		Stabilising and Reseal Cost \$ 190,000 15000 sqm2
Betterment Project - Gilliat/McKinlay Rd	DERS	0460-1060-0001	1,794,094	3,954,976	3,954,976	Total RV \$8,611,300.94 (this includes REPA & Project Management) Betterment \$5,256,183	\$558,517.59	
TOTAL ROADS			1,834,498	7,580,802	7,830,802			

Wastewater			Actuals	2020/21 Budget	Grants/Other		Committed Costs	Detailed Comments
Julia Creek Sewer Fencing Irrigation Area	DERS	0480-1900-0007	-	80,000	80,000	W4Q funding. Requirement from the QLD department of Environment and Science. Standard man proof fence for 3.9hec, approx 800m.	\$50.50	Requirement from the QLD department of Environment and Science. Standard man proof fence for 3.9hec, approx 800m.
Airport Septic or AWWSTP	DERS	0480-1900-0001	-	30,000	30,000	W4Q funding. Replace the septic system with a new 1800 litre tank, design and install a new disposal bed		Replace the septic system with a new 1800 litre tank, design and install a new disposal bed
Sewer Sub Main - Julia Street	DERS	480-1900-0008	-	75,000	75,000	W4Q funding. Connect 3 existing properties to the sewer line. Approx 50m long including 3 house connections. Upgrade to be funded through Drought Communities Programme, 50% of funding to be received in 2019/20 and 50% 2020/21	\$72,255.40	
Hickman Street Pump Station Upgrade	DERS	480-1900-0009	7,501	1,002,540	1,000,000		\$752,519.78	
Julia Creek Manhole Sewer Replacement Lids - Stage 3	DERS	480-1900-0006	-	30,000	30,000	W4Q funding. Requirement from QLD Department of Environment and Science. Intended to stop stormwater intrusion.		
TOTAL WASTEWATER			7,501	1,217,540	1,215,000			

Water			Actuals	2020/21 Budget	Grants/Other		Committed Costs	Detailed Comments
Julia Creek Water - New Bore	DERS	0470-1800-0003	215,951	525,000	350,000	Installation of a new primary water bore located at the Lions Park Julia Creek, includes all interconnections and headworks New estimate = \$868,000 for contract plus contingency \$173,600 (20% of contract that includes consultancy). Funding \$700k W4Q plus \$168k funding for stage 2 W4Q 20/21	\$283,682.80	
Water Tower Renewal	DERS	0470-1800-0004	91,948	1,041,600	868,000	W4Q funding. Part of the action plan agreed with QLD Department of Environment and Science. Require for ongoing operations. Install a dual check valve in front of each property in Julia Creek	\$880,578.27	Refurbishment of the Julia Creek Water tower, includes vessel, sealing the roof, replacement of the access ladders, stairwell, fall arrest system, new valves and controls,, ventilation
Julia Creek Water Main Backflow Prevention	DERS	0470-1800-0001	-	50,000	50,000			

Julia Creek Secondary Water Supply - Southern side Julia Creek	DERS	0470-1800-0006	-	150,000	100,000	W4Q funding. Interconnection of the existing railway bore into the Julia Creek water reticulation network, proposed new 80m suction line in Mathews Street, headworks, pumps and power. This connection provides a backup in the event the existing bores fail. It is one of the best bores available at this point in time and it is recommended that this bore is connected within the next 3-5 years. Total cost of project \$150k, do in a staged approach. This will include Hilton Park Water Main works - 360m long, 110-125 HDPE pipe water main, located near the southern end of Fairway Drive next		
McKinlay Water Telemetry	DERS	0470-1810-0001	-	30,000	30,000	W4Q funding. Intended to monitor water tank levels and alert with alarms.		
McKinlay Bore pipework replacement	DERS	0470-1810-0002	-	60,000	60,000	W4Q funding. Replace rusting existing pipeworks between the tanks and, bores and water mains with new stainless steel type to ensure water quality. Length is approx 150m, width 150mm approx.		
Kynuna Water Upgrades	DERS	0470-1820-0001	64	20,000		Finalise connections for the new water tank on the ground		
Kynuna Water Tower Ladder Reinstatement	DERS	0470-1820-0002	-	5,000		Repair the old tower.		
TOTAL WATER			307,963	1,881,600	1,458,000			

Transport	PM		Actuals	2020/21 Budget	Grants/Other	Comments	Committed Costs	Detailed Comments
Julia Creek Airport - Shed	DERS	0430-1300-0006	-	20,000		Project in conjunction with Fuel Pod project		
Julia Creek Airport - Fuel Pods	DERS	0430-1300-0007	-	119,984	119,984	Funded through the Cat C FNQ & NQ Monsoon Trough Flexible Funding Program		
TOTAL TRANSPORT			-	139,984	119,984			

Other	PM		Actuals	2020/21 Budget	Grants/Other	Comments	Committed Costs	Detailed Comments
Plant & Vehicle Replacement	DERS	0440-4500-0001	-	955,000		As per Plant Replacement Program	\$14,236.96	
Digital Road Signs (Variable Message Boards)	DERS	0440-4500-0003	-	40,000	40,000	LRCIP funding		Purchase two variable message boards on trailer with solar recharge
TOTAL OTHER			-	995,000	40,000			

Environmental Management	PM	Job Cost	Actuals	2020/21 Budget	Grants/Other	Comments	Committed Costs	Detailed Comments
Reserve Water Upgrade and Poly Tanks	DERS							
Kynuna Reserve	DERS	0430-3300-0016	10,401	37,100		Rollover from 2019-20	\$6,155.86	
Reserve Fencing	DERS							
Gilliat Common	DERS	0430-3300-0003	-	49,386				
Pasturage Reserve 2 Fencing	DERS	0430-3300-0004	-	16,771				
TOTAL ENVIRONMENT MANAGEMENT			\$ 10,401	103,256	\$ -			

Community Services & Facilities	PM	Job Cost	Actuals	2020/21 Budget	Grants/Other	Comments	Committed Costs	Detailed Comments
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Buildings & Other Structures

Artesian Bath Restoration	DCCS	0430-2290-0002	-	40,000.00	40,000	W4Q funding. Staged project, to renew fittings in bath houses.		
Caravan Park replacement shed and concrete pad	DERS	0420-2600-0002	-	20,000.00		Budget for all four water tank bathhouses.	\$17,658.01	Kalan may have progressed this
Caravan Park - Extension Veranda dongas	DCCS	0420-2150-0000	-	30,000.00	30,000	Extend veranda on dongas to protect from weather. W4Q funding		
Caravan Park - Replacement of light poles, power supply	DCCS	0430-2150-0000	-	50,000.00	50,000	W4Q funding. Upgrade of light and power supply poles		
Carport Bus & Hearse	DERS	0420-4100-0006	-	18,000.00		6m x 7m Shed		
Innovation Hub	DCCS	0420-2190-Items	278,710	498,889.00	288,564	Based on total project budget of \$1,155,277 Funding comprised of BOR \$523,750, ARIP \$66814	\$102,621.02	

McKinlay SES Project	DERS	0420-2760-0000	-	41,808.00	41,808	Includes \$15k for McKinlay Stand Pipe	\$20,516.99	Kylie Davison has been involved with this
John McKinlay Statue	DCCS	0430-3120-0000	-	5,000.00		Industrial Laser Cutting		
Childrens Community Hub - Design	DCCS	0420-2530-0000	33,070	188,124.00	188,124	Fully Funded through MIPP2 program	\$125,281.41	
Early Learning Centre - Softfall	DCCS	0420-2600-0003	-	20,000.00	20,000	LRCIP funding. Replace softfall in Western yard	\$12,271.50	
Father Bill Busuttin Centre Repairs	DERS	0420-3820-0000	-	30,000.00	30,000	LRCIP funding. Roof re-sheeting and painting		
Visitor Information Centre adjustable Stumps	DERS	0420-2130-0000	-	15,000.00			\$3,131.45	
Visitor Information Centre Shade Structure	DCCS	0430-2130-0000	-	15,000.00	15,000	LRCIP funding		
Tourism Signage Renewal	DCCS	0430-2291-0000	-	20,000.00	20,000	LRCIP funding		\$14,228.61
Swimming Pool - Landscaping and Irrigation	DCCS	0430-3755-0000	-	32,000.00	32,000	LRCIP funding		\$33,194.66
Land Purchase - Community Venue	DCCS	0410-2000-0003	-	30,000.00		\$80k in total (originally proposed as a 3 year project, Yr1 \$30k, Yr2 \$30k, Yr3 \$20k)		
Julia Creek Water Tower Changeable Light Project	DCCS	0470-2280-0000	-	69,223.00	69,223	Flexible Funding Program		
Daren Ginns Gym Extension	DCCS	0420-2620-0000	8,390	36,188.00	36,188	\$150,000 grant funding		\$13,017.74
TOTAL COMMUNITY BUILDINGS & OTHER STRUCTURES			320,169	1,159,232	860,907			

Parks & Gardens			Actuals	2020/21 Budget	Grants/Other		Committed Costs	Detailed Comments
McKinlay Tennis Courts	DCCS	0430-2680-0000	243	15,209	15,209	Flood Recovery Funding \$96,060	\$1,418.78	
McIntyre Park Improvement Program	DCCS	0430-2610-0004	34,160	291,637	291,637	Flood Recovery Funding \$378,046	\$87,238.95	
Grandstand at Kev Bannah Oval	DERS	0420-2600-0008	-	10,000	10,000	LRCIP funding	\$459.10	
McKinlay Centenary Park Shade Structure	DERS	0430-2700-0004	-	15,000		Replacement of shade structure		
McIntyre Park Shade Sails	DERS	0430-2610-0006	-	30,000	30,000	LRCIP funding		
Funeral Equipment	DCCS	0440-3400-0000	-	5,300				
Julia Creek Cemetery - Irrigation Upgrade Stage 2	DERS	0430-2700-0005	-	37,000	37,000	LRCIP funding		
TOTAL PARKS & GARDENS			34,403	404,146	383,846			

Council Housing			Actuals	2020/21 Budget	Grants/Other		Committed Costs	Detailed Comments
3 Coyne Street, Julia Creek	DERS	0420-2610-0005	13,159	15,000		Bathroom renovations, rolling over from 19/20. Close the pre	\$166.80	
Airport Residence Bathroom	DERS	0420-2610-0011	1,123	3,500		Carryover for painting		
8 Byrne Street - Bathroom	DERS	0420-2610-0001	-	20,000		Bathroom renovations		
Council Housing Netterfield St- Fencing	DERS	0420-2610-0002	1,000	45,000.00				
33 Byrne Street Renovations	DERS	0420-2610-0003	1,000	70,000		Full house renovation, new kitchen, new bathroom, new floor, wall repairs, new aircons.		
TOTAL COUNCIL HOUSING			16,281	153,500	0			

Corporate Services	PM	Job Cost	Actuals	2020/21 Budget	Grants/Other	Comments	Committed Costs	Detailed Comments
Buildings & Other Structures								
McKinlay Depot Fence	DERS	0420-4100-0001	-	42,000	42,000	W4Q funding. 277m of fencing	277m	
McKinlay Depot Carport	DERS	0420-4100-0002	-	16,000	16,000	W4Q funding Store Tractor and vehicles	Store tractor and vehicles	
Purchase Land around Julia Creek STP	DERS	0410-2000-0006	-	50,000		Procure land. It is a regulatory requirement of inconsistent use.		
Workshop Pit 6m Pre Fab	DERS	0420-4100-0005	-	200,000			Increased from \$25k to \$200k	
Julia Creek Refuse Tip Pads	DERS	0430-3110-0003	-	20,400		5 pads x 400sqm	5 pads x 400sqm2	
Upgrade landfills all communities	DERS	0430-3110-0004	-	194,000	194,000	W4Q funding		
Purchase Land - Kynuna Refuse facility	DERS	0410-2000-0004	-	20,000		Procure land. It is a regulatory requirement of inconsistent use.		
Purchase Land surrounding McKinlay Refuse	DERS	0410-2000-0005	-	20,000		Procure land. It is a regulatory requirement of inconsistent use.		
TOTAL CORPORATE BUILDINGS & OTHER STRUCTURES			-	562,400	252,000			

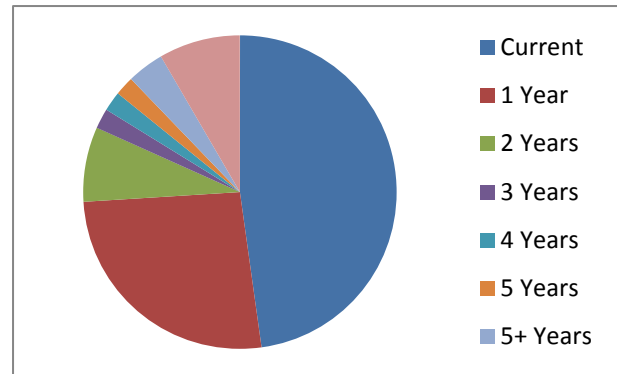
Other			Actuals	2020/21 Budget	Grants/Other	Committed Costs	Detailed Comments
Office Equipment - Replacement of furniture, IT equipment, software and other	DCCS	7180-4100-0002	1,465	25,000		\$1,499.77	
Flood Warning Infrastructure Network Project	DCCS	0430-2760-0000	-	270,000	270,000		Fully funded through DRFA Cat D
TOTAL OTHER			\$ 1,465	25,000	-		

Economic Development	PM	Job Cost	Actuals	2020/21 Budget	Grants/Other	Comments	Committed Costs	Detailed Comments
Julia Creek Dip & Yards Facility	DCCS	0430-3235-0002	18,973	412,000	206,000	DAF funding	\$3,542.25	
New Dip Yards Stage 2	DCCS	0430-3235-0005	-	35,000	35,000	W4Q funding		
Purchase Land - Sale Yards	CEO	0410-2000-0002	-	150,000		Purchase of Aurizon Land		
Tourism AV Project	DCCS	0430-2293-0000	279	46,000	30,000			
TOTAL ECONOMIC DEVELOPMENT			19,251	643,000	271,000			
TOTAL			2,551,933	\$ 14,865,460	\$ 12,431,539			
					\$ 2,433,921			



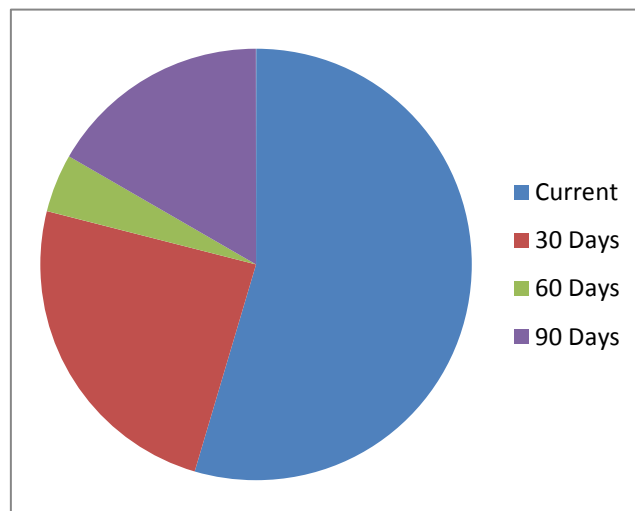
Outstanding Rates

	Sep-20	Aug-20
Current	127,038	1,541,311
1 Year	69,699	83,396
2 Years	20,496	28,368
3 Years	5,494	5,494
4 Years	5,381	5,381
5 Years	5,274	5,274
5+ Years	10,134	10,134
Interest	22,307	24,985
Total	265,823	1,704,342



Outstanding Debtors

Total	115,018.41
Current	62,781.98
30 Days	28,055.70
60 Days	5,009.09
90 Days	19,171.64



Consultation:

Corporate Services Team Leader

Legal Implications:

Policy Implications:

Financial and Resource Implications:

InfoXpert Document ID:

113735



Ordinary Meeting of Council Tuesday 20th October 2020

8.2 Subject: Closing Audit Report 2020
Attachments: 8.2.1 2020 Closing Audit Report (*InfoXpert ID:113737*)
Author: Director Corporate & Community Services
Date: 9th October 2020

Executive Summary:

An external audit of Council's financial statements was undertaken throughout September 2020 by Pitcher Partners under the appointment of the Queensland Audit Office (QAO). QAO has provided the closing Audit Report to the Mayor for the financial year ending 30 June 2020. At the Mayor's direction this report has been prepared in order to present the Audit Report to Council.

Recommendation:

That Council note the Closing Audit Report provided by the Queensland Audit Office for the year ending 30 June 2020.

Background:

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

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

The Closing Audit report provides an assessment of our internal control framework and a summary of significant deficiencies, control deficiencies, financial reporting and other matters identified during their course of the audit.

In summary the report identified three internal control deficiencies, two Internal Control Other matters, and three low risk financial reporting issues. Of the 12 matters raised previously in the Interim Audit report, 9 had been since resolved.

Consultation:

Chief Executive Officer

The Audit Report will be presented to the Audit Committee on Tuesday 13th October 2020.

Legal Implications:

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

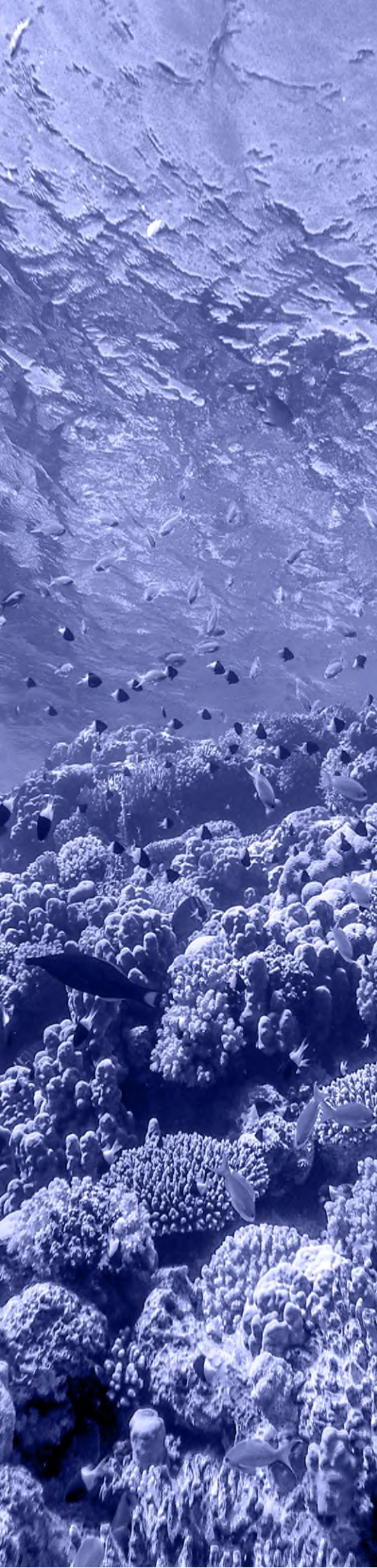
Policy Implications:

Nil

Financial and Resource Implications:

InfoXpert Document ID:

113736



McKinlay Shire Council 2020 Closing report

07 October 2020

SENSITIVE

07 October 2020

Mr John Kelly
Chief Executive Officer
McKinlay Shire Council
29 Burke Street
Julia Creek QLD 4823

Dear Mr Kelly,

2020 Closing report

We present to you our closing report for McKinlay Shire Council ("council") for the financial year ended 30 June 2020. It includes the results of our audit, identified audit misstatements, and other matters.

Our audit was conducted in accordance with our external audit plan issued 22 May 2020. We confirm that up to the date of this report we have maintained our independence obligations in relation to our conduct of this audit.

Based on the information that has been assessed as part of our audit, we expect to issue an unmodified audit opinion.

We will be issuing a report to parliament incorporating your council. In this report, we will comment on the results of our audit of your financial report, performance and sustainability matters, any significant internal control issues we identified, and the overall results of the local government sector, including, major transactions and events. This report is prepared in accordance with the *Auditor-General Act 2009*.

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

If you have any questions or would like to discuss the audit report, please contact me on 07 3222 8444 or the engagement director Andrew Robin on 07 3222 8514.

Yours sincerely



Jason Evans
Partner – Pitcher Partners

Enc.

cc. Cr. Philip Curr, Mayor – McKinlay Shire Council

Cr. Janene Fegan, Chair of the audit committee

1. Summary



This closing report documents our audit of McKinlay Shire Council's financial statements for the year ended 30 June 2020, including how we have responded to significant financial reporting risks.

The final audit opinion is subject to the completion of the financial statement audit process. Key aspects still to be finalised are included in highlights below.

Highlights

Expected audit opinion

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

Financial statement preparation process

<p>Year-end close process</p> <p>● Partially implemented</p>	<p>Timeliness</p> <p>● Timely</p>	<p>Quality</p> <p>● Significant adjustments</p>
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Internal control environment

<p>Control environment</p> <p>● Partially effective</p>	<p>Risk assessment</p> <p>● Effective</p>	<p>Control activities</p> <p>● Partially effective</p>	<p>Information and communication</p> <p>● Effective</p>	<p>Monitoring controls</p> <p>● Effective</p>
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Refer to *Section 6* for further details

Materiality \$175 thousand

No change to planning materiality

Estimated final fees \$49.5 thousand

Outstanding audit matters

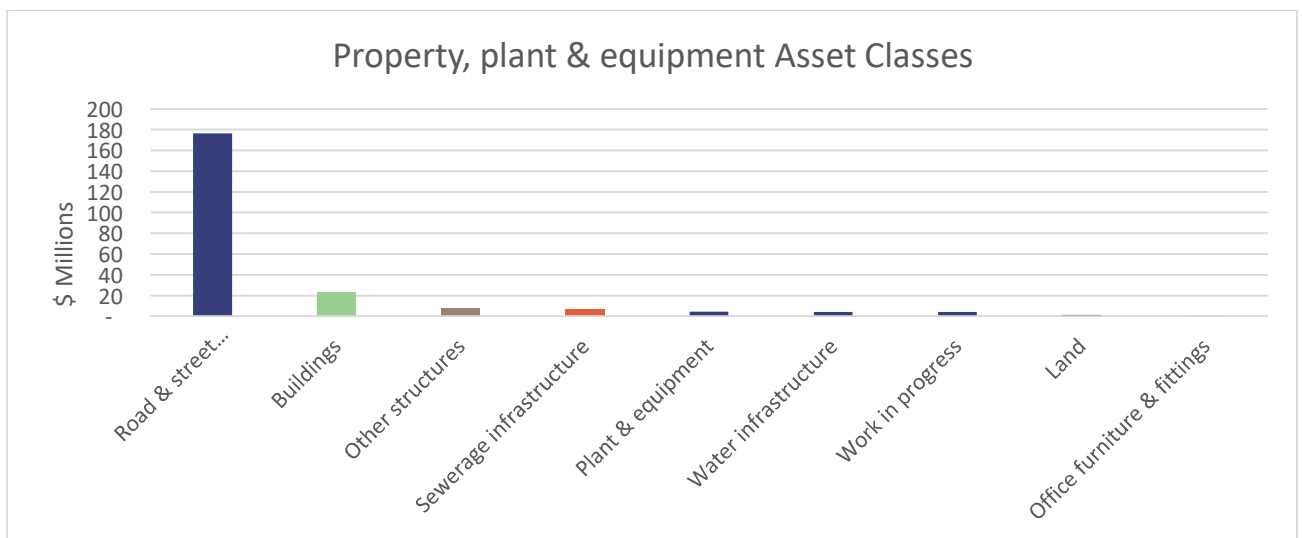
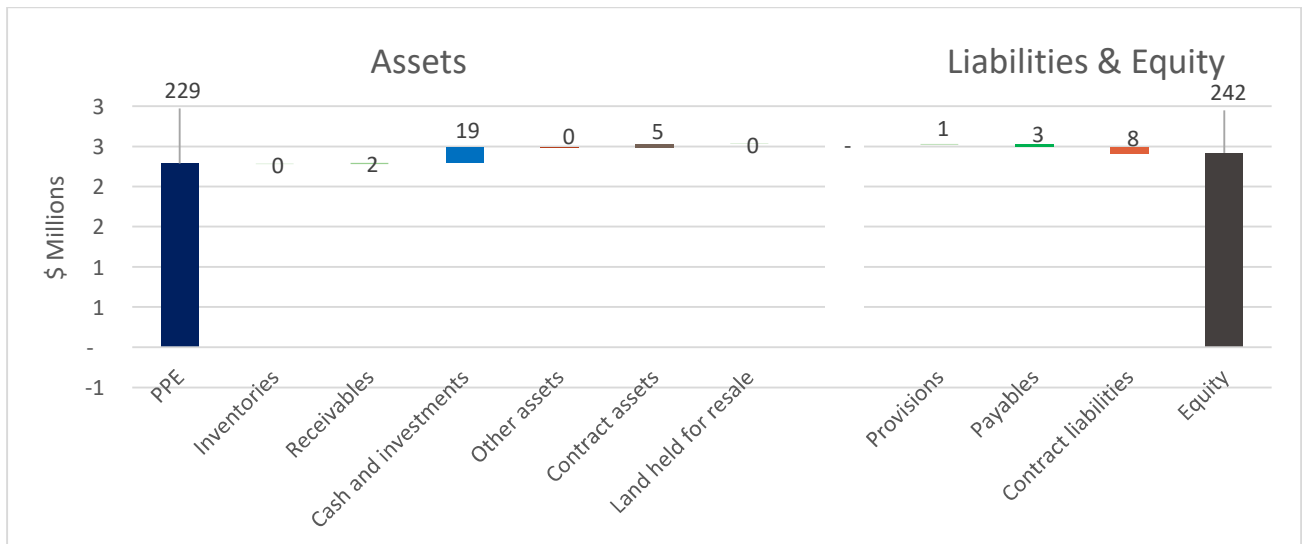
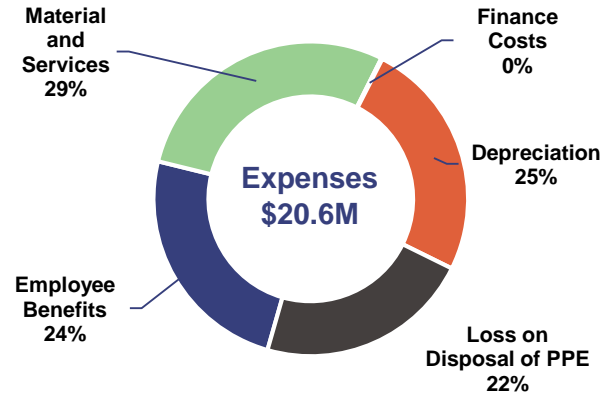
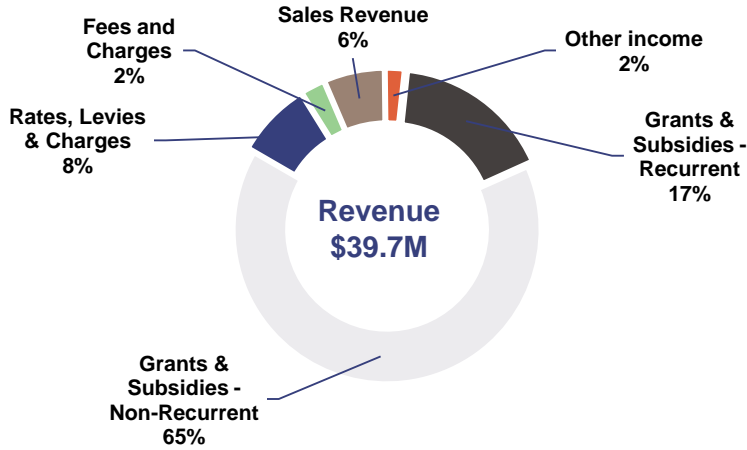
Item	Responsibility
Substantive testing – payroll (agreeing payruns to bank statements)	Management and Audit
Financial statements review—quality check over final version (including cash flow)	Audit
Subsequent events update—review of transactions to date of signing	Management and Audit
Management representation letter—to be signed with the financial statements	Management
Financial report certification—signing of the financial statements by management following adoption by the council	Management and Audit

2. Key insights



A summary of McKinlay Shire Council's financial results and balances is included below.







Statement of Comprehensive Income



3. Financial statements overview









Statement of comprehensive income

Classes of transactions, account balances or disclosures	Change	Key drivers
Sales revenue \$2.5m	 \$1.3m 34%	In the comparative period, council received compensation for emergent work conducted on state controlled roads due to 2019 floods. Further, council also received a special one-off roadwork contract for stabilisation of roads, over and above the general routine maintenance contracts on state controlled roads.
Grants, subsidies, contribution and donation \$32.4m	 \$14.7m 83%	Capital revenue is not expected to be comparable year-on year, in particular as capital revenue was one of the financial statement areas most significantly impacted by the application of new revenue standards from 1 July 2019. Comparative capital grants and subsidies included significant receipts (approx. \$6.8m) in respect of previous years flood events (particularly 2016 and 2018). In FY20, approx. \$20.4m has been recognised in respect of flood events occurring in 2018 and 2019.
Employee benefits \$5.0m	 \$0.3m 6%	Decrease largely due to 15% decrease in full-time equivalent staff numbers (from 75 in FY19 to 64 in FY20), offset by a 2% increase under the employment agreement. Vacant positions have been temporarily filled through an increase in contractors in FY20.
Materials and services \$5.9m	 \$1.9m 24%	In the comparative period, costs were incurred in relation to emergent work on state controlled roads due to 2019 floods (as above). This did not reoccur in FY20. Further, small business grants were offered by council in FY19 to support those who lost cattle during the 2019 flood.
Depreciation \$5.1m	 \$0.7m 15%	The increase in depreciation expenditure is consistent with growth in asset base in FY20.
Capital expenses \$4.6m	 \$4.0m 695%	In FY20 \$4.6m of flood damaged roads were written off. The comparative includes a \$0.6m revaluation decrement due to the full asset revaluation exercise conducted in FY19.

3. Financial statements overview (cont'd)



Statement of financial position

Classes of transactions, account balances or disclosures	Change	Key drivers
Cash \$18.8m	 \$2.7m 14%	Increase in cash primarily driven from increase in cash from operating activities offset by cash outlaid for investing activities.
Trade and other receivables \$1.5m	 \$1.3m 48%	Decrease due to timing of receipts from debtors.
Contract assets \$4.6m	 \$4.6m 100%	New asset class recognised for the first time in FY20 on initial application of AASB 15 <i>Revenue from Contracts with Customers</i> , and AASB 1058 <i>Income of Not-for-profit Entities</i> . For comparison, the balance of contract assets recognised at 1 July 2019 on initial application of the new standards was \$1.1m. Contract assets relate to flood restoration projects which have been capitalised, with funding due from Queensland Reconstruction Authority (QRA) for work performed. Claims are lodged periodically and paid in arrears (with the exception of a 30% upfront receipt).
Property, plant & equipment \$228.5m	 \$22.8m 11%	Increase is due to additions of \$31.3m, a revaluation surplus of \$1.7m due to indexation of assets, offset by write-off of flood damaged roads of \$5m and additional depreciation of \$5.1m during the year. The most significant capital works projects undertaken in FY20 relate to road works on flood damaged roads (\$20.8m) as well as other roads throughout the period.
Trade and other payables \$3.3m	 \$2.2m 214%	Increase due to accruals for works associated with flood damaged roads occurring at year-end.
Contract liabilities \$7.5m	 \$7.5m 100%	New liability class recognised for the first time in FY20 on initial application of AASB 15 <i>Revenue from Contracts with Customers</i> , and AASB 1058 <i>Income of Not-for-profit Entities</i> . For comparison, the balance of contract liabilities recognised at 1 July 2019 on initial application of the new standards was \$2.6m. Contract liabilities relate to the flood restoration projects for which 30% of the funding from QRA is received upfront.

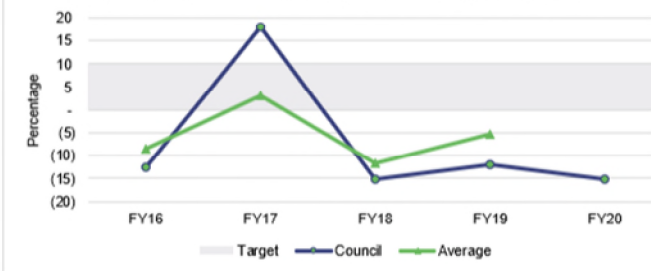
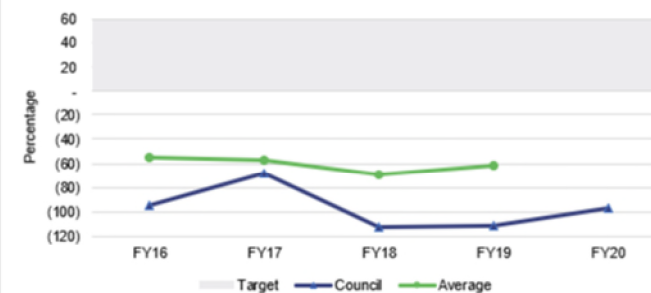
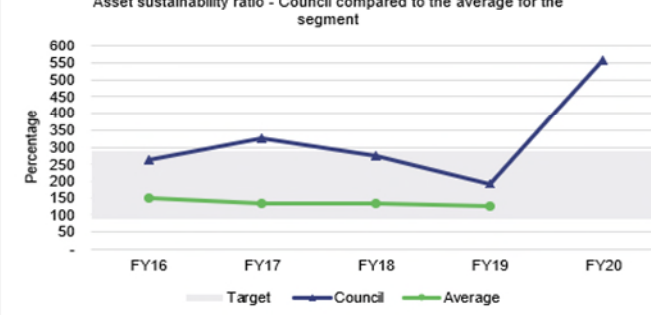


4. Financial sustainability assessment



The table below details our assessment of your financial sustainability and is based on the results of your asset sustainability, operating surplus and net financial liabilities ratios. Our likely 2020 assessment of council's overall financial sustainability risk is **moderate risk**. ●

Refer to Appendix C for guidance on how these ratios are calculated and our financial sustainability risk rating definitions.

Operating surplus ratio	Commentary																								
<p data-bbox="175 515 829 548">Operating surplus ratio - Council compared to the average for the segment</p>  <table border="1" data-bbox="175 817 829 840"> <caption>Operating surplus ratio data</caption> <thead> <tr> <th>Fiscal Year</th> <th>Target Range (%)</th> <th>Council (%)</th> <th>Average (%)</th> </tr> </thead> <tbody> <tr> <td>FY16</td> <td>0 to 10</td> <td>-12</td> <td>-8</td> </tr> <tr> <td>FY17</td> <td>0 to 10</td> <td>18</td> <td>-2</td> </tr> <tr> <td>FY18</td> <td>0 to 10</td> <td>-18</td> <td>-12</td> </tr> <tr> <td>FY19</td> <td>0 to 10</td> <td>-12</td> <td>-5</td> </tr> <tr> <td>FY20</td> <td>0 to 10</td> <td>-15</td> <td>-15</td> </tr> </tbody> </table>	Fiscal Year	Target Range (%)	Council (%)	Average (%)	FY16	0 to 10	-12	-8	FY17	0 to 10	18	-2	FY18	0 to 10	-18	-12	FY19	0 to 10	-12	-5	FY20	0 to 10	-15	-15	<p data-bbox="893 504 1452 571">Council's five-year average operating ratio is -7.59%. This is outside the target range.</p> <p data-bbox="893 582 1452 817">The average operating surplus ratio indicates that council needs to consider increasing its own revenue source and reduce its expenditure to achieve the target. This could include considering the services council provides or the levels at which they are provided.</p>
Fiscal Year	Target Range (%)	Council (%)	Average (%)																						
FY16	0 to 10	-12	-8																						
FY17	0 to 10	18	-2																						
FY18	0 to 10	-18	-12																						
FY19	0 to 10	-12	-5																						
FY20	0 to 10	-15	-15																						
<p data-bbox="175 907 829 940">Net financial liabilities ratio</p>	<p data-bbox="893 907 1452 940">Commentary</p>																								
<p data-bbox="175 985 829 1019">Net financial liabilities ratio - Council compared to the average for the segment</p>  <table border="1" data-bbox="175 1310 829 1332"> <caption>Net financial liabilities ratio data</caption> <thead> <tr> <th>Fiscal Year</th> <th>Target Range (%)</th> <th>Council (%)</th> <th>Average (%)</th> </tr> </thead> <tbody> <tr> <td>FY16</td> <td>0 to 60</td> <td>-96</td> <td>-50</td> </tr> <tr> <td>FY17</td> <td>0 to 60</td> <td>-50</td> <td>-55</td> </tr> <tr> <td>FY18</td> <td>0 to 60</td> <td>-100</td> <td>-60</td> </tr> <tr> <td>FY19</td> <td>0 to 60</td> <td>-90</td> <td>-55</td> </tr> <tr> <td>FY20</td> <td>0 to 60</td> <td>-96</td> <td>-</td> </tr> </tbody> </table>	Fiscal Year	Target Range (%)	Council (%)	Average (%)	FY16	0 to 60	-96	-50	FY17	0 to 60	-50	-55	FY18	0 to 60	-100	-60	FY19	0 to 60	-90	-55	FY20	0 to 60	-96	-	<p data-bbox="893 985 1452 1086">Council's net financial liabilities ratio as at 30 June 2020 is -96.3%. This is within the target range.</p> <p data-bbox="893 1097 1452 1310">The net financial liabilities ratio indicates that Council's capital structure appears adequate for its size. If council intends to obtain debt funding for future capital projects, its negative operating surplus ratio suggests council may experience difficulty in repaying this debt.</p>
Fiscal Year	Target Range (%)	Council (%)	Average (%)																						
FY16	0 to 60	-96	-50																						
FY17	0 to 60	-50	-55																						
FY18	0 to 60	-100	-60																						
FY19	0 to 60	-90	-55																						
FY20	0 to 60	-96	-																						
<p data-bbox="175 1400 829 1433">Asset sustainability ratio</p>	<p data-bbox="893 1400 1452 1433">Commentary</p>																								
<p data-bbox="175 1489 829 1523">Asset sustainability ratio - Council compared to the average for the segment</p>  <table border="1" data-bbox="175 1836 829 1870"> <caption>Asset sustainability ratio data</caption> <thead> <tr> <th>Fiscal Year</th> <th>Target Range (%)</th> <th>Council (%)</th> <th>Average (%)</th> </tr> </thead> <tbody> <tr> <td>FY16</td> <td>0 to 300</td> <td>250</td> <td>150</td> </tr> <tr> <td>FY17</td> <td>0 to 300</td> <td>320</td> <td>140</td> </tr> <tr> <td>FY18</td> <td>0 to 300</td> <td>250</td> <td>140</td> </tr> <tr> <td>FY19</td> <td>0 to 300</td> <td>180</td> <td>130</td> </tr> <tr> <td>FY20</td> <td>0 to 300</td> <td>550</td> <td>-</td> </tr> </tbody> </table>	Fiscal Year	Target Range (%)	Council (%)	Average (%)	FY16	0 to 300	250	150	FY17	0 to 300	320	140	FY18	0 to 300	250	140	FY19	0 to 300	180	130	FY20	0 to 300	550	-	<p data-bbox="893 1467 1452 1534">Council's average asset sustainability ratio is 322.19%. This is well over the target range.</p> <p data-bbox="893 1545 1452 1848">Historically the average asset sustainability ratio has been within range indicating that Council has monitored its assets in line with its asset management plan and have adequately replaced its assets as they near the end of their useful life. The increase in the ratio in the current year reflects significant road infrastructure spending associated with flood repairs.</p>
Fiscal Year	Target Range (%)	Council (%)	Average (%)																						
FY16	0 to 300	250	150																						
FY17	0 to 300	320	140																						
FY18	0 to 300	250	140																						
FY19	0 to 300	180	130																						
FY20	0 to 300	550	-																						

5. Update on emerging risks



In our audit committee briefing note dated 10 August 2020, we had identified the potential areas of concerns and associated risks that arose from COVID-19. The table below provides our understanding of the impact areas of concern and associated risks had on McKinlay Shire Council and our conclusion:

Area of concerns and associated risk	Audit conclusion
<p>‘Everyday’ internal controls</p> <p>Most entities have expanded to working from home to support social distancing. With any change in working arrangements comes an increased risk of controls failing, particularly manual controls and where controls previously operated with a high level of management oversight within an office environment.</p>	<p>We understand that most staff have continued to work from Council’s offices throughout the pandemic to date. We have not identified any deficiencies in internal controls or instances of control breakdown through completion of our final audit testing.</p>
<p>Information technology and cyber security</p> <p>Entities’ exposure to cyber security risks increases in vulnerable and uncertain times as their resources are focused on being re-deployed to address critical matters. There is also a risk that identifying cyberattacks may be potentially delayed causing financial and/or reputational risks.</p>	<p>No specific events relating to information technology and cyber security have been identified over the course of the COVID-19 pandemic to date.</p>
<p>Valuation of property, plant and equipment</p> <p>Economic uncertainty [and imposed community restrictions] may impact the ability of valuers to accurately perform comprehensive and/or desktop valuations and meet the fair value measurement requirements of AASB 13.</p>	<p>The majority of council’s assets held under the revaluation model are valued using current replacement cost. Further, there is limited evidence to suggest that regional property values have been significantly impacted by the pandemic. We are satisfied that there is no material impact on asset valuations as a result of the pandemic.</p>
<p>Impairment of receivables</p> <p>There is an increased likelihood that debtors may take longer to pay and, in some instances, not be able to pay their obligations at all.</p>	<p>Management have not noted any considerable change in credit losses / expected credit losses as a result of COVID-19. The balance of the credit loss allowance, and any sensitivity to change in this balance as a result of reasonably possible changes in expected loss rates, are not considered to be material for audit purposes.</p>
<p>Financial statement disclosure</p> <p>Several disclosures in the financial statements will be impacted.</p>	<p>Based on our review of the impacts of COVID-19 on Council to date, including considerations with respect to valuation of assets above, we consider that the level of disclosure within the financial statements is appropriate.</p>

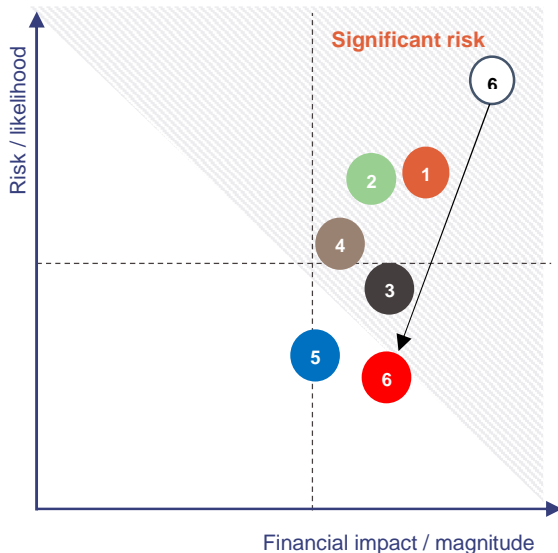


6. Audit conclusions



Areas of audit significance

We identified the areas of your financial report that we considered to be at significant risk of material error. The risk map below sets out the identified areas of audit significance, together with any changes in our assessment of the risk of material error during the audit period.



- 1 Risk 1 – Valuation of infrastructure assets is materially misstated
- 2 Risk 2 – Depreciation of infrastructure assets is materially misstated
- 3 Risk 3 – Appropriateness of procurement policies and practices
- 4 Risk 4 – Revenue and expenditure are incorrectly classified as either operating or capital
- 5 Risk 5 – Adoption of new accounting standards
- 6 Risk 6 – Impact of COVID-19

Our overall conclusions on these key risk areas are outlined in the table below.

Risk	Description	Audit conclusion
1	<p>Valuation of Infrastructure assets materially misstated</p> <ul style="list-style-type: none"> • Property plant and equipment is the most material balance in the financial statements • Valuation involves significant estimates and judgements • There is no market-based evidence of fair value due to the specialised nature of the assets (comparable items are rarely sold) 	<p>Our procedures included:</p> <ul style="list-style-type: none"> • Review of current period valuation review for all material classes, including: <ul style="list-style-type: none"> - Evaluation of potential change in value due to cost indexation since the last independent valuation (either comprehensive or desktop); - Ensuring that asset conditions scores were appropriately adjusted to reflect capital works and/or deterioration in asset conditions since the last valuation; - Reviewing management's impairment calculation for roads impacted by flood events of 2019, for which restoration funding is provided under the Disaster Recovery Funding Arrangements (DRFA); - Ensuring that related disclosures in the financial statements are complete and accurate. • Evaluating WIP balances to identify any items within WIP which were commissioned or otherwise ready for use as at balance date but had not been capitalised. <p>Based on the audit work performed above, we have obtained reasonable assurance that property, plant and equipment balances have been correctly valued and appropriately disclosed in the financial statements.</p>

6. Audit conclusions (cont'd)



Risk	Description	Audit conclusion
2	<p>Depreciation of infrastructure is materially misstated</p> <ul style="list-style-type: none"> • Depreciation expenditure is calculated subject to the application of significant estimates and judgements regarding asset componentisation, useful lives and (where applicable) residual values • Infrastructure assets generally have long lives which require significant estimation • Depreciation expenditure is also a critical element in the calculation of two of the ratios reported in the current year financial sustainability statement, increasing both the motivation for manipulation to occur and the potential implications of any errors in depreciation calculations 	<p>Our procedures included:</p> <ul style="list-style-type: none"> • Recalculation of depreciation expenditure for a sample of assets to verify the mathematical accuracy of depreciation expense; • For all infrastructure asset classes, consideration of appropriateness of useful lives adopted for key components, through comparison against internal (asset management practices) and external (range of useful lives observed for other local governments) factors; and • Review of closing WIP and evaluation of potential unrecorded depreciation expenditure where evidence was observed of capital works projects having been completed but not capitalised at balance date. <p>Based on the audit work performed above, we have obtained reasonable assurance that depreciation expenditure is accurately reported and has been recognised in accordance with Australian Accounting Standards.</p>
3	<p>Appropriateness of procurement policies and practices</p> <ul style="list-style-type: none"> • Large supplier base with decentralised purchasing • Undertakes large projects where legislative requirements guide tendering and probity processes • Increase in vendor fraud attacks across Queensland • Local government elections and implications of caretaker period on procurement processes • Potential changes in councillors and related parties 	<p>Our procedures included:</p> <ul style="list-style-type: none"> • Evaluating the design and implementation of controls over procurement, contract management and compliance with legislative requirements; • Testing council's compliance with legislative requirements for a sample of contracts/purchases entered into by Council during the financial year. • Completion of data matching and targeted analytics over supplier and employee masterfiles, supplier payment files, and changes in the supplier Masterfile; and • Assessing related party disclosures for completeness. <p>Results of testing completed did not identify any significant deficiencies in Council's procurement policies and practices, and no material misstatements were identified in these areas. During our interim visit we were advised of a vendor fraud, however Council has since implemented controls to prevent these in future, including phoning vendors to confirm change in bank details.</p>



6. Audit conclusions (cont'd)



Risk	Description	Audit conclusion
4	<p>Revenue and expenditure is incorrectly capitalised</p> <ul style="list-style-type: none"> Council undertakes extensive capital works programs, and the accounting rules to determine if costs incurred should be capitalised or expensed are complex The size of the projects can increase the risks that costs that should be capitalised are not captured. The classification of revenue and expenditure, in particular to the extent it is associated with capital works, can ultimately have significant implications on the calculation of financial sustainability ratios. 	<p>Our procedures included:</p> <ul style="list-style-type: none"> For a sample of grant and other funding received, reviewing the terms of the funding and confirming revenue has been appropriately classified as capital or recurrent in the financial statements, and recognised under the appropriate accounting standard; and For a sample of capital works expenditure, considering the basis for and appropriateness of classification (i.e. renewals vs new assets) based on department guidelines, and confirming expenditure was of a capital nature. <p>Based on the audit work performed, we have obtained reasonable assurance that the classification of revenue and expenditure is materially correct.</p>
5	<p>Adoption of new accounting standards</p> <ul style="list-style-type: none"> AASB 15 Revenue from Contracts with Customers, AASB 1058 Income of Not-for-profit Entities and AASB 16 Leases are all effective during the year under audit. Council will provide position papers in order to ensure all financial reporting implications of the new accounting standards are considered. Council obtain tropical financial statement template from the Department of Local Government to ensure adequacy and appropriateness of disclosures within the financial year. 	<p>Our procedures included:</p> <ul style="list-style-type: none"> Reviewing management's position papers on the initial application of AASB 15 <i>Revenue from Contracts with Customers</i>, and AASB 1058 <i>Income of Not-for-profit Entities</i>, as well as associated calculations of contract assets and contract liabilities, to confirm management has appropriately interpreted the implications of the new standards on Council's revenue; Ensuring that related disclosures in the financial statements are complete and accurate. <p>Based on the audit work performed, we have obtained reasonable assurance that revenue has been recognised in accordance with the requirements of the Australian Accounting Standards referred to above. Per Appendix B, a number of misstatements have been noted in this area.</p>
6	<p>Impact of COVID-19</p> <ul style="list-style-type: none"> The impact of COVID-19 has created uncertainty and new risks from Council and the broader community. There may be uncertainty around areas such as revenue streams, supply chains, workforce, credit losses on receivables, impacts on asset valuation estimates and assumptions and cessation or delay of business-as-usual activities or projects. <p>Given the limited impact COVID-19 has had on the Council (per section 5), the risk rating has been reduced since the issuance of the external audit plan on 22 May 2020.</p>	<p>Our procedures included:</p> <ul style="list-style-type: none"> assessing the potential risks identified by management and the potential impact on Council's internal control environment and financial statement disclosures considering the discussion points within the AASB/AuASB joint FAQ article "the impact of Coronavirus on Financial Reporting and the Auditor's Considerations" around the impact on Coronavirus on entity risk assessments, areas of uncertainty and financial reporting discussions with management the appropriate financial statement disclosures <p>Based on the audit work performed, we have obtained reasonable assurance that the impact of COVID-19 has been appropriately addressed in the financial report.</p>

6. Audit conclusions (cont'd)



Other audit opinions

In conjunction with our 2019-20 audit of the council, we have undertaken our audit on the special purpose financial report prepared for the Roads to Recovery grant acquittal. Our audit work is in progress. The special purpose financial report is yet to be issued at the date of this report but is due by 31 October 2020.

Audit materiality

Our audit materiality thresholds have been reassessed based on your year-end financial statement balances and have not changed since we communicated those in the external audit plan.

We used these thresholds in assessing misstatements.

 Overall	 Performance	 Reported misstatements	 Specific—property, plant & equipment
\$175K	\$149K	\$9K	\$10.28M

Evaluation of misstatements

At the date of this report, we have identified corrected misstatements that resulted in an increase in net assets and an increase in operating results amounting to \$203k.

At the date of this report, we have identified uncorrected misstatements that resulted in an increase in net assets and an increase in operating results amounting to \$42k.

Details of these corrected and uncorrected misstatements are included in Appendix B to this closing report.

Evaluation of disclosure misstatements

At the date of this report, no misstatements in disclosures have been identified in the financial report.








6. Audit issues



Internal controls

This table summarises our reporting on significant deficiencies/deficiencies in internal controls. See Appendix A for details.

	Number of significant deficiencies		Number of deficiencies		Rating
	Current year	Prior year unresolved	Current year	Prior year unresolved	
 Control environment <i>Structures, policies, attitudes and values that influence daily operations</i>	-	1	-	-	●
 Risk assessment <i>Processes for identifying, assessing and managing risk</i>	-	-	-	-	●
 Control activities <i>Implementation of policies and procedures to prevent or detect errors and safeguard assets</i>	1	-	6	-	●
 Information and communication <i>Systems to capture and communicate information to achieve reliable financial reporting</i>	-	-	-	-	●
 Monitoring activities <i>Oversight of internal controls for existence and effectiveness</i>	-	-	-	-	●

● **Effective**

No significant deficiencies identified.

● **Partially effective**

One significant deficiency.

● **Ineffective**

More than one significant deficiency.

Financial reporting issues and other matters

This table summarises our financial reporting and other issues carried forward from prior years. See Appendix A for details. There were two new financial reporting issues identified in the current period.

	Financial reporting issues—risk ratings			Other matters*
	High	Moderate	Low	
Current year				
Unresolved	-	-	1	2
Resolved	-	1	2	-
Prior year				
Unresolved	-	-	-	1
Resolved	-	-	1	-

* We only track resolution of other matters where management has committed to address the item raised..




7. Audit assessments (cont'd)



Effectiveness of financial statements preparation process

Our assessment of the effectiveness of your financial statement preparation process involved considering three components: your year-end close process, the timeliness of your financial statements, and the overall quality of your financial statements. We assessed these based on the criteria disclosed in the external audit plan. These are further explained below.

We assessed the outcomes of your year-end close processes, based on the dates outlined below, unless we agreed an earlier date in your financial reporting timetable.

Year-end close processes  Your rating: ● Partially implemented	Timeliness  Your rating: ● Timely	Quality of draft financial statements  Your rating: ● Significant adjustments
<p>We assessed the outcomes of your year-end close processes, based on the agreed dates in the external audit plan.</p> <ul style="list-style-type: none"> finalising non-current asset valuations (31 May) preparing complete pro forma financial statements (30 June) resolving known accounting issues (31 May) reviewed final workpapers ready for audit (7 September) final draft financial statements ready for audit (7 September). <p>1 out of 5 milestones were met and a further 3 were met within 2 weeks of planned date.</p>	<p>We will assess the date we issue our audit opinion against the benchmark we have established as timely, being approximately two weeks before the statutory deadline of 31 October. Finalising your audit in a timely manner facilitates you publishing your annual report and this aligns with the local government principles enshrined in the Local Government Act 2009.</p>	<p>We assessed the quality of your financial statements in terms of adjustments you make between the first draft of the financial statements and the final version we receive. This includes adjustments to current year, prior year and other disclosures. This is an indicator of how effective your review of the financial statements is at identifying and correcting errors.</p>

Our ratings criteria		
● Fully implemented All key processes completed by planned date	● Timely Audit opinion issued on or before 13 October 2020	● No adjustments No adjustments were required
● Partially implemented Three to four key processes completed within two weeks of planned date	● Legally compliant Audit opinion issued between 14 October 2020 and 31 October 2020 or meet approved ministerial extension	● No significant adjustments Immaterial adjustments to financial statements
● Not implemented Less than three key processes completed within two weeks of the planned date	● Untimely Audit opinion issued after 31 October 2020	● Significant adjustments Material adjustments to financial statement components were required



8. Other required information



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

Matters for QAO to consider	How these were addressed
Disagreements with management	During our audit, we received full co-operation from management and had no unresolved disagreements over the application of accounting principles and the scope of our audit.
Significant difficulties	We did not encounter any significant difficulties during the audit.
Compliance with laws and regulations	We did not identify any instances of non-compliance with laws and regulations that may have a material effect on the financial report.
Matters significant to related parties	We did not note any significant matters in relation to related parties during the audit.
Changes to accounting policies	We confirm there were no significant changes to accounting policies during the period, except for those changes arising from the adoption of the new accounting standards.
Other matters significant to the oversight of the financial reporting process	We did not note any significant matters in relation to the financial reporting process during the audit.
Fraud and illegal acts	<p>We have made enquiries of management regarding:</p> <ul style="list-style-type: none">• knowledge of any fraud or suspected or alleged fraud affecting the entity involving management, employees who have significant roles in internal control, or others where fraud could have a material effect on the financial report• knowledge of any allegations of fraud, or suspected fraud, affecting the financial information. <p>We did not become aware of any fraud or illegal acts during our audit.</p>
Other information in the entity's annual report	We have not undertaken audit procedures to verify other information in the entity's annual report as required by Australian Auditing Standard ASA 720 <i>The Auditor's Responsibilities Relating to Other Information</i> . We will review the annual report when it becomes available, which is expected in late October 2020.

Appendix A1—Internal control deficiencies

The following table details control deficiencies and other matters identified since our last interim report dated 18 June 2020. It includes a response from management.

Our risk ratings are as follows—refer to [Internal controls rating definitions](#) for more detail.



Deficiencies

20CR-1 – Capitalisation of fixed assets *COSO Component: Control activities*

Documentary evidence should be maintained for project completion dates to support the timeliness of capitalisation and commencement of depreciation. We note that often conversations are held between engineers/directors/accountants to confirm that capital projects have been completed and are ready for capitalisation, however we could often not evidence these discussions as no audit trail is maintained.

QAO recommendation

We recommend Council consider implementing a more formal process to document project completion dates to evidence when projects are ready to be transferred from work-in-progress to the fixed asset register and commence depreciation. This may include the issuance of Practical Completion certificates to be signed off by responsible parties as evidence of appropriate capitalisation dates.

Management response

Council notes the recommendation to increase documentation around the finalisation and capitalisation of constructed assets. Council is currently reviewing the process together with this recommendation with a view to enhancing the process for the forthcoming financial year.

Responsible officer:	Director Corporate and Community Services
Status:	Work in Progress
Action date:	November 2020

20CR-2 – Issuance of contract following tender *COSO Component: Control activities*

We note that for one tender awarded (Dans Tippers) there was no formal contract issued. This occurred as the Engineering Department felt that the tender was for a straight-forward supply and delivery of materials.

There is a risk that council cannot uphold delivery times or other contract specifications as there is no written formal documentation in place to support this.

QAO recommendation

We recommend that all tenders awarded have contracts issued.

Management response

Council note the recommendation, and will ensure contracts are in place for all tenders. Noting this was an anomaly as all previous tenders have had contracts in place.

Responsible officer:	Chief Executive Officer
Status:	Resolved

Action date: September 2020



Appendix A1—Internal control deficiencies



Deficiencies

20CR-3 – Componentisation of fixed assets

COSO Component: Control activities

On review of the fixed asset register we noted that costs associated with rectification to roads for flood damage and been capitalised to a single line item. There is a risk that if costs are not split up within the fixed asset register that they risk being depreciated and valued at incorrect rates and amounts.

QAO recommendation

We recommend that upon the initial capitalisation of fixed assets the asset is split in line with external valuers, as each portion has their fair value and useful lives assessed separately.

Management response

Council acknowledges the comments. The current treatment has been an established practice over a number of years that the Flood Damage works are initially capitalised as a single asset and subsequently componentised upon a subsequent full comprehensive revaluation. Whilst we acknowledge the different components have different useful lives and accordingly different rates of depreciation, the potential misstatement for depreciation had been considered extremely low. Notwithstanding this, given the large level of flood damage occurring as a result of the 2019 event, Council will review the works undertaken and capitalised during 2020 with a view to componentising as at 1 July 2020. This will not affect any values but will enhance the accuracy of the future depreciation calculation.

Responsible officer: Peter Gogsch - Accountant

Status: Work in Progress

Action date: December 2020

Appendix A1—Internal control deficiencies

Other matters

200M-1 – Contracts Register

A contracts register is maintained by Council for any contract worth over \$200,000. Details of contracts for less than this amount are kept in InfoXpert (document storage software), which does not contain additional details around the tender processes required by the contracts register.

QAO recommendation

We recommend that all contracts issued in the financial year are recorded in the contracts register to centralise documentation and help to assist Council in continuing to follow procurement policies.

Management response

Council notes the recommendation and will look to formulate a register to detail all contract as per recommendation.

Responsible officer:	Director Corporate and Community Services
Status:	Work in Progress
Action date:	November 2020

200M-2 – Manual record keeping

We note that a large portion of records are kept manually, including invoices, recipient created tax invoices (RCTI's) for grants, and related party forms. These are all stored in physical folders at Council's offices.

QAO recommendation

In considering current best practice, we recommend Council considers maintaining electronic records of items. This can assist in safeguarding Council's records against physical threats and natural disasters.

Management response

Council notes the comments in relation to its systems and processes. Council notes these business processes (including paper based filing of documentation) have evolved over a series of years and until recently were the only way to maintain full approval and documentation trails. We note PCS has now recently enabled electronic approvals of orders however Council has yet to assess the feasibility of changing its business processes. Whilst Council acknowledges some advantages of doing so, it also notes some significant communication deficiencies in terms of access of staff to appropriate technology, particularly for outdoor staff who often live at camp with little or no phone and internet reception. Please also note whilst physical hard copies are kept in physical folders (e.g. Related Party forms) these records are also digitised and kept in our electronic records keeping system (Infoxpert).

Responsible officer:	Director Corporate and Community Services
Status:	Work in Progress
Action date:	Ongoing



Appendix A2—Financial reporting issues

The following tables detail financial reporting issues identified through our audit since our last interim report dated 18 June 2020. They include responses from management.

Our risk ratings are as follows—refer to Financial reporting issues rating definitions for more detail.



High



Medium



Low



Low risk issues

20FR-2 Restoration provision

Observation

Council is required to quantify and recognise a provision for landfill restoration as at 30 June 2020. We noted that no provision had been recorded in the draft final financial report. This was subsequently recognised in the financial report by council through the profit or loss statement due to the landfill being on state land.

Implication

There is a risk that the financial report is materially misstated if council does not assess or record its obligations relating to landfill restoration.

QAO recommendation

It was recommended that management reassess Council's restoration obligations and evaluate the level of provision required to be recognised at least annually or earlier if new information results in a material change to the estimated provision.

It is recommended that the accounting treatment adopted by management going forward be consistent with accounting treatment discussed above.

Management response

Council had considered the issue of a restoration provision as part of its end of year processes. Council engaged external consultants to review Council's obligations. Council utilised their assessment to form an opinion of such a provision being immaterial. Notwithstanding this Council accepted feedback as part of the audit process and subsequently recognised the provision. It has been acknowledged as being immaterial to the financial statements.

Responsible officer: Peter Gogsch - Accountant

Status: Resolved

Action date: June 2021

20FR-3 Overdue rates

Observation

We noted a number of significantly aged rates within the debtors ledger, some for which payments had last been received in 2012 and 2013. The amounts were not material.

Implication

Whilst no provision had been recorded, we understand council can recoup through the sale of land/property to which the rates relate.

QAO recommendation

We recommend council assesses the recoverability of these rates and course of action, whether through sale of property or write-off.

Management response

Council notes the QAO recommendation and will review the outstanding rates and take action on those where the regulation allows Council to do so. Noting we have commenced the process of acquiring land for overdue rates for two assessments.

Responsible officer: Director – Corporate and Community Services

Status: Work in progress

Action date: December 2020

Appendix A2—Financial reporting issues

Low risk issues

20FR-4 – Depreciation of road formation assets ***COSO Component: Control activities***

We note that council is currently depreciating road formation assets over a 1000 year useful life. Per the FY19 valuation report, road formation generally has indefinite useful lives. We understand PCS system cannot handle assets with indefinite useful lives.

QAO recommendation

We recommend Council assess whether newer versions of PCS have capacity to record assets with indefinite useful lives.

Management response

Council notes the valuers had made an assessment of infinite useful lives for formation components. As this was not directly possible to integrate into PCS Council had adopted a 1000 year useful live. Whilst we acknowledge a potential overstatement of depreciation Council does not believe this to result in a material misstatement of the carrying value of those assets.

Responsible officer: Peter Gogsch - Accountant










Status: Resolved

Action date: September 2020






Appendix A3—Matters previously reported

The following table summarises all control deficiencies, financial reporting issues and other matters that we have raised this year and those issues raised in in prior years but are not yet resolved.




Reference	Rating	Issue	Status
Internal control issues			
17FR-1		Asset Management Plan Not Implemented	Work in progress. Council is still working on the Asset Improvement Plan. Progress towards this Improvement Plan has been stalled due to executive level staff changes. Action date: December 2020
18IR-2		Council Policies Due for Review had not been updated	Resolved Policies updated and to be uploaded to Council website.
18IR-3		Key Management Personnel (KMP) Related Party Transaction Notifications	Resolved Related Party declarations obtained for all Key Management Personnel for the 2019/2020 FY.
19IR-1		Payroll Control and Calculation	Resolved None of these same issues arose through current period testing.
19IR-3		Compliance with Procurement Policy and Procedures	Resolved None of these same issues arose through current period testing.
20IR-1		Validation of changes to supplier masterfile	Resolved Procedures were updated immediately following the vendor fraud incident. Any vendor changes to bank details are verified by telephone.
20IR-2		Revenue – Rates review (segregation of duties)	Work in progress To be addressed when Rates Officer position is filled. Action date: October 2020
20IR-3		Tabling of 2019 Interim Management Report at next ordinary council meeting	Resolved 2020 Interim Audit Report was tabled at July Ordinary Meeting of Council.
20IR-4		Review of changes to supplier Masterfile (segregation of duties)	Resolved Audit logs of changes to the supplier Masterfile reviewed by Director – Corporate & Community Services.

Appendix A3—Matters previously reported




Reference	Rating	Issue	Status
Financial Reporting issues			
19IR-5		Asset Additions Reversed Asset additions that occurred and were capitalised post valuation were erroneously reversed when the revaluation adjustment was processed.	Resolved Council has amended its processes to add additions to specific assets prior to periodic revaluations. Given there are no revaluations in the current year, this can not be evidenced until future periods.
20FR-1		Capital expenditure classification	Resolved None of these same issues arose through year-end testing.
Other Matter			
19FR-1		Excessive annual leave	Work in progress QAO recommendations accepted and adopted. Leave has been taken by particular individuals to bring balances down and this continues to remain a focus. At 30 June 2020, there were 8 employees with an annual leave balance above 8 weeks, totalling \$170k. Action date: September 2021



Internal controls rating definitions

	Definition	Prioritisation of remedial action
Significant deficiency 	<p>A significant deficiency is a deficiency, or combination of deficiencies, in internal control that requires immediate remedial action.</p> <p>Also, we increase the rating from a deficiency to a significant deficiency based on:</p> <ul style="list-style-type: none"> • the risk of material misstatement in the financial statements • the risk to reputation • the significance of non-compliance with policies and applicable laws and regulations • the potential to cause financial loss including fraud, or • where management has not taken appropriate timely action to resolve the deficiency. 	<p>This requires immediate management action to resolve.</p>
Deficiency 	<p>A deficiency arises when internal controls are ineffective or missing, and are unable to prevent, or detect and correct, misstatements in the financial statements. A deficiency may also result in non-compliance with policies and applicable laws and regulations and/or inappropriate use of public resources.</p>	<p>We expect management action will be taken in a timely manner to resolve deficiencies.</p>
Other matter 	<p>An other matter is expected to improve the efficiency and/or effectiveness of internal controls, but does not constitute a deficiency in internal controls. If an other matter is not resolved, we do not consider that it will result in a misstatement in the financial statements or non-compliance with legislative requirements.</p>	<p>Our recommendation may be implemented at management's discretion.</p>

Financial reporting issues rating definitions

	Potential effect on the financial statements	Prioritisation of remedial action
High 	<p>We assess that there is a high likelihood of this causing a material misstatement in one or more components (transactions, balances and disclosures) of the financial statements, or there is the potential for financial loss including fraud.</p>	<p>This requires immediate management action to resolve.</p>
Medium 	<p>We assess that there is a medium likelihood of this causing a material misstatement in one or more components of the financial statements.</p>	<p>We expect management action will be taken in a timely manner.</p>
Low 	<p>We assess that there is a low likelihood of this causing a material misstatement in one or more components of the financial statements.</p>	<p>We recommend management action to resolve; however, a decision on whether any action is taken is at management's discretion.</p>

Appendix B—Misstatements



In total, the effect of the corrected misstatements on the financial statements has resulted in an increase in comprehensive income of \$0.2 million and an increase in net assets of \$0.2 million.

Summary of corrected misstatements

The following misstatements were identified during the audit and have subsequently been corrected by management in the financial statements.

#	Details	Profit or loss	Balance sheet
		Increase/(decrease) \$000	Increase/(decrease) \$000
1	Debtors Rec EOFY	-	61.1
	Contract Liabilities	-	(55.5)
	Sundry Debtors	-	(5.6)
	<i>To recognise contract liability for grant received but not spent. Amount received had been originally credited against debtors, but no debtor had been recorded.</i>		
2	McIntyre Park Capital Grant Revenue	18.9	-
	Sundry Debtors	-	(18.9)
	<i>To correct GST portion of grant receipt which was recognised as revenue.</i>		
3	Capital Grant Revenue	185.1	-
	Contract Liabilities	-	(185.1)
	<i>To defer capital grant received during the year but not spent (AASB 1058)</i>		
4	McIntyre Park Capital Grant Revenue	101.7	-
	Contract Liabilities	-	(101.7)
	<i>To defer partial capital grant received during the year but not spent (AASB 1058)</i>		
5	Contract Assets	-	684.6
	Contract Liabilities	-	(157.5)
	Flood Damage (NDRRA) 2018 Revenue	(527.1)	-
	<i>To accrue revenue for work completed during the year yet to be claimed in relation to 2018 flood event.</i>		
6	WIP – Other Roads	-	122.6
	Accrued Expenses	-	(122.6)
	Contract Assets	-	122.6
	Flood Damage (NDRRA) 2019 Revenue	(122.6)	-
	<i>To record unrecorded liabilities and recognise associated revenue</i>		



Appendix B—Misstatements



#	Details	Profit or loss	Balance sheet
		Increase/(decrease) \$000	Increase/(decrease) \$000
7	Restoration expense	141.5	-
	Landfill provision	-	(141.5)
<i>To provide for landfill restoration on state land</i>			
Total		(202.5)	202.5

Summary of uncorrected misstatements

During the course of our audit, we identified the following uncorrected misstatements and requested that they be corrected. Management has concluded that these matters are not material and do not propose adjustment. Should the audit committee concur with management and elect not to adjust, we consider the misstatements are not material either to the financial statements as a whole or to individual line item presentations.

#	Details	Profit or loss	Balance sheet
		Increase/(decrease) \$000	Increase/(decrease) \$000
1	Prepayments		41.8
	Operating Cost – JC Water – Mat & Svcs	(18.8)	
	Recruitment Expenses	(23.0)	
<i>To recognise prepayments for items that had been expensed</i>			
Total		(41.8)	41.8

Summary of uncorrected/corrected disclosure misstatements

Nil

Appendix C—Assessment of Financial Sustainability



Assessment of financial sustainability

Section 169(5) of the *Local Government Regulation 2012* outlines the following relevant measures of financial sustainability for all Queensland local governments must report on:

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

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




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



Appendix C—Assessment of Financial Sustainability cont'd



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

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

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Jason Evans
T: 07 3222 8444
M: JEvans@pitcherpartners.com.au

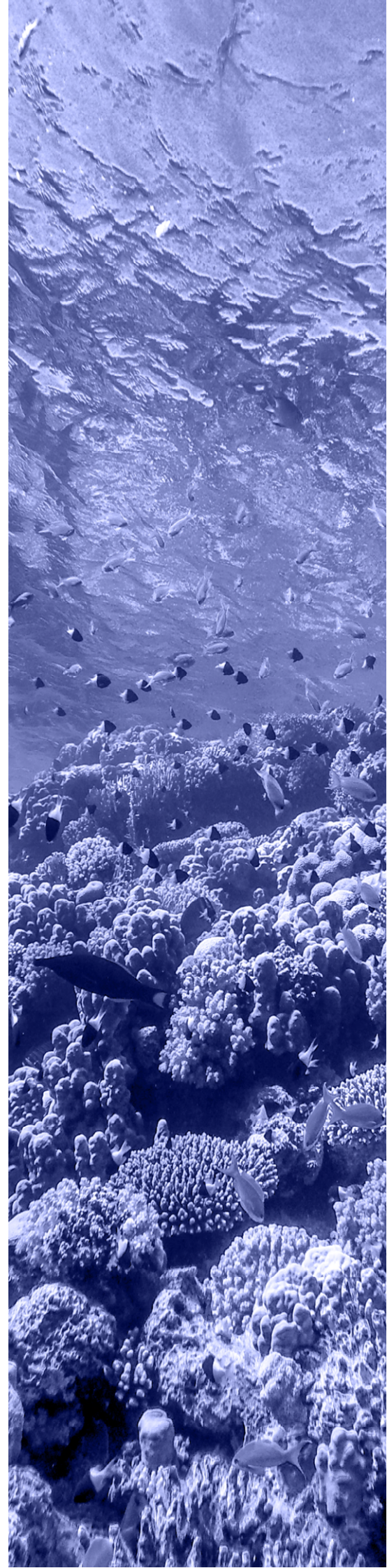
Dale Hassell
T: 07 3149 6071
M: Dale.Hassell@qao.qld.gov.au

T: 07 3149 6000
M: qao@qao.qld.gov.au
W: qao.qld.gov.au
53 Albert Street, Brisbane Qld 4000
PO Box 15396, City East Qld 4002

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8.3 LATE Report – 2020-2021 First Quarter Review



8.3 Subject: LATE - First Quarter Review of the 2020-2021 Operational Plan
Attachments: 2020-21 Operational Plan and Capital Works Program
Author: Corporate Services Team Leader
Date: 19th October 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 July to September 2020 is presented to Council.

Recommendation:

That Council accepts the first quarter review of the 2020-2021 Operational Plan.

Background:

A summary is provided to Council of the preliminary operating surplus and the capital works program for the financial year 2020-2021:

Operational Budget	Actuals 30 September 2020	Variance	2020/21 Original Budget
Total Income	12,225,959	25%	49,619,780
Total Expenses	-8,980,566	53%	-17,036,489
Net Result	3,245,393	10%	32,583,291
Less Capital Revenue	9,059,898	23%	39,658,546
Operating Result (excl. Capital Revenue)	-5,814,505	82%	-7,075,255

Capital Works Budget	Actuals 30 September 2020	Completion Rate	2020/21 Original Budget
INFRASTRUCTURE & WORKS	\$2,149,962.48	18%	\$11,814,925.83
ENVIRONMENTAL MGMT	\$10,401.04	10%	\$103,256.28
COMMUNITY SERVICES	\$370,853.33	22%	\$1,716,878.00
CORPORATE SERVICES	\$20,715.74	2%	\$1,230,400.00
TOTAL	\$2,551,932.59	17%	\$14,865,460.11

The programs contained in the 2020-2021 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 25% to 30% 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

Program	Percentage of Completion		Comment
2.3 Routine Maintenance to McKinlay Shire Road Network	13%	Expenditure	Expenditure is running behind as works has been focused on flood damage due to deadlines.
2.5 Town Streets	11%	Expenditure	Expenditure running behind due to limited maintenance works completed.

Julia Creek, McKinlay, Kynuna, Nelia and Gilliat Water Infrastructure as well as Sewerage Infrastructure revenue are all around 50% due to the first rates levy being issued.

Governance and Partnerships

Governance Operations - Expenditure is at 39% due to interim DERS wages have been costed here during the period.

Councillor Training and Conference Expenses – Expenditure is 3% due to COVID limiting travelling to conferences. Will increase throughout year but unlikely to exceed budget.

Corporate Services

Insurance - Revenue is at 100% due to all expected revenue from claims received.

Bank and Investment Interest – 14% revenue as in this period there has been a large amount of cash flowing out which has lowered our savings. This has decreased the standard interest earned causing the revenue to be behind budget. In the next period there will be more cash flow in so interest earned should increase.

Other Revenue - 126% revenue as rent for Burke Street Recreation Shed from Dirt & Dust not budgeted for. Should only be small increase in revenue now just for printing revenue.

Economic Development

Program	Percentage of Completion		Comment
2.1 Tourism & Promotional Program	70% 18%	Revenue Expenditure	Expenditure behind budget due to no full time Tourism Coordinator wages being paid. Revenue over budget due to Tourism sales picking up during the pandemic which was not predicted.

Community Services and Facilities amateur

Program	Percentage of Completion		Comment
2.1 Julia Creek Caravan Park	61%	Revenue	Revenue over budget due to Tourism picking up during the pandemic which was not predicted.
4.1 Julia Creek Library	511%	Revenue	Revenue over budget as Centrelink Access Point revenue was not budgeted for. Will amend at mid year. Expenditure slightly behind budget, likely due to Librarian being on increase leave in the period.
8.9 Middle School	163%	Expenditure	Over budget as Julia Creek State School was paid for laptops.



Ordinary Meeting of Council Tuesday 20 October 2020

10.2 McIntyre Park Venue	280% 40%	Revenue Expenditure	Revenue over budget as increased camping at McIntyre Park. Expenditure over budget, as some larger invoices for the year have been paid in the period but should even out as year continues.
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Health Safety & Development

Program	Percentage of Completion		Comment
1.1 Local Disaster Management Group and State Emergency Services (SES)	22% 90%	Revenue Expenditure	Have received Get Ready grant but not the SES grant yet. Expenditure ahead of budget as Cards 4 All invoices have been paid. Expenditure will even out towards end of year.
2.1 Community Environmental Health & Safety Program	101% 17%	Revenue Expenditure	Revenue at full budget as commercial use of roads and food licenses invoices have been issued. Expenditure behind budget as there has been no DERS wages costed here in the period.
4.1 Town Planning	225%	Revenue	Revenue ahead as development applications revenue received that wasn't budgeted for. Expenditure behind budget but should pick up later in year.

Environmental Management

Refuse Collection and Disposal – Revenue around 50% as the first rates levy issued. The revenue will even out closer to the end of financial year.

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:

113817



9.0 CHIEF EXECUTIVE OFFICER



9.1 Subject: Chief Executive Officer's Report

Attachments: Attachment 1 – Portfolio System & Protocols policy document (*InfoXpert ID:113796*)

Attachment 2 – Letter Mr Warren Butterworth – 2021 Julia Creek Reunion
(*InfoXpert ID:113797*)

Attachment 3 – Epic Environmental Email 12 Oct 2020 – Meeting request
(*InfoXpert ID:113798*)

Attachment 4 – Draft Compensation Agreement Multicom Resources Limited
(*InfoXpert ID:113799*)

Attachment 5 – Email Cr Jane McNamara 11 Sept 2020 IQ-RAP Budget Proposal

Author: Chief Executive Officer (*InfoXpert ID:113800*)

Date: 14th October 2020

Executive Summary:

This report provides an update on matters I have been dealing with for information or decision of Council.

Recommendation:

That Council receive and note the report from the Chief Executive Officer for the period 12 September – 14 October 2020 except where amended or varied by separate resolution of Council.

1. Council Portfolio System and Protocols.

Council has established a Portfolio system where each Councillor is nominated to and assigned specific responsibilities to focus on key areas and functions of Council. For the purposes of clarity, a policy paper has been prepared detailing how the system works, which Councillor is assigned to each Portfolio and the responsibilities within each Portfolio.

The draft policy paper is attached to this report for Council consideration, amendment and adoption – **attachment 1.**

Recommendation:

The Policy for the Council Portfolio System and Protocols attaching to the CEO's report to the Council meeting of 20th October 2020 be adopted.

2. Recruitment of Director Engineering and Regulatory Services

Mr Cameron Scott commenced in this position on Monday 12 October 2020 and we have warmly welcomed him into our Organisation.

Action: *For noting*

3. 2021 Reunion of Current & Former Residents of Julia Creek – Letter from Warren Butterworth

Letter from Mr Warren Butterworth, former Officer in Charge of the Julia Creek Police station 1972 - 1980 was received 8 September 2020 refer copy – **attachment 2.** The writer organized the first "Reunion of Current and Former Residents of Julia Creek" in 2017 at the bushland Beach Tavern, Townsville. He assisted with organizing the 2019 Reunion at the same venue.



He is now seeking Council support to organize the 2021 Reunion to be held in Julia Creek through the provision of a venue and to appoint a coordinator for this event. Mr Butterworth mentioned that Council planned the 2007 Centenary Celebrations and he suggests that Council could agree to organize the 2021 Reunion. (*refer letter attachment 2*).

This matter was discussed at Council Briefing on 6th October 2020 and the suggestion from the Councillors was that given limited staff resources especially through unfilled vacancies, Council should provide the venue free of charge and promote the reunion through Council's various social media networks and newsletters.

Recommendation:

The CEO advise Mr Butterworth that Council will provide the venue for the 2021 Reunion of Current and Former Residents of Julia Creek free of charge and will promote the event through Council's various social media networks and newsletters.

4. Multicom Resources Limited – Request by Epic Environmental to present to Nov Council

By email dated 12 October 2020, Madeleine Verdich Principal, Communications and Engagement, Epic Environmental wrote on behalf of Multicom Resources Limited seeking an appointment to the Ordinary Meeting of Council to be held 17 November 2020 to provide Councillors with a briefing on the project, updated on the environmental approval process and discuss key areas of interest. In addition, a community BBQ would be held presumably to update the Community – *attachment 3*.

Recommendation:

Council agree to the request from Epic Environmental on behalf of Multicom Resources Limited to present to the Council meeting on 17th November 2020 to provide a briefing and update.

5. Multicom Resources Limited – Draft Compensation Agreement

A compensation Agreement prepared by MRL has been presented for Council agreement. The draft has been reviewed by Council's solicitors Preston Law who have made a range of recommended changes which are detailed in the attached draft – *attachment 4*.

This is the second such compensation Agreement which Council has been requested to enter into relating to use of the stock route and roads in the vicinity. Specifically under the *Mineral Resources Act 1989*, applicants for a mining lease need to deal with compensation in respect of any landholders whose land overlaps a Mining Lease application before a Mining Lease can be granted,

The purpose of this Agreement is to provide compensation for Council held tenures that overlap MLA 100245. These tenures are:

- Local Authority roads within MLA 100245 being the Punchbowl Road;
- Lot 10 on SP 300374, which is the stock route.

Compensation is the same as the previous agreement being \$1.00 in exchange for Council's consent to the grant of MLA 100245. MRL has agreed to pay Council's reasonable legal costs associated with reviewing the agreement.



Recommendation:

Council authorize the CEO to advise Multicom Resources Limited that Council will accept the compensation agreement as per the amended attachment to the CEO's report to 20th October meeting of Council and subject to confirmation of MRL's agreement to the amendments, the CEO be authorized to execute the agreement.

6. Meeting with Director General TMR

A verbal report will be presented to Council arising from the meeting by the Mayor and CEO to the Director General of Department Transport and Main Roads held on 15 October 2020 to discuss roads funding.

Recommendation:

Council note the verbal report to the Ordinary Meeting of Council on the meeting with the Director General Department Transport and Main Roads held in Brisbane on 15 October 2020.

7. LGAQ Conference 2020 – Proxy Vote

At the NWQROC meeting held in Cloncurry on 8/9 October 2020, Council's meeting representative Cr Janene Fegan Deputy Mayor was asked to agree to Council's proxy voting rights for the 2020 LGAQ Conference to be granted to Mayor of Flinders Shire Cr Jane McNamara as per a consensus reached on a particularly important vote.

Recommendation:

Council ratify the action of the Deputy Mayor and the CEO in granting Council's proxy vote the 2020 LGAQ Conference to Cr Jane McNamara, Mayor Flinders Shire Council.

8. IQ-RAP Budget Proposal 2020-2021

IQ-RAP Vice-Chair Cr Jane McNamara presented a 2020/21 funding proposal seeking Council contribution of \$7,500 plus GST to fund the continuing work of the organisation specifically to update the data on which their submissions to Federal and State Government for funding of future roads upgrade – **attachment 5**. The Inland Queensland Roads Action Plan 20/21 Partnership proposal was copied to Councillors at the October Briefing and was elaborated on at the NWQROC in Cloncurry on 8/9 October 2020. There was a lack of obvious consensus amongst the delegates as to whether to support the proposal given the large amount of budget stimulus and infrastructure initiatives arising out of the Covid-19 Federal and State Governments recovery responses.

The concern to staff is that this proposal should desirably been presented prior to the 2020/21 budget deliberations as there is no budget provision made at this stage.

Recommendation:

Council advise IQ-RAP that Council is unable to commit funding to the 2020/21 Partnership Proposal at this late stage in the budget cycle and given the significant infrastructure stimulus that the Federal and State Government have recently announced in response to COVID-19 recovery.



9. Local Government Remuneration Commission

The Commission is commencing its annual remuneration review process to determine the remuneration to be paid to mayors, deputy mayors and Councillors from 1 July 2021. By letter dated 12 October 2020 the Commission is inviting submissions from Councillors in relation to this matter to inform the deliberations of the Commission by Monday 26 October 2020.

Recommendation:

Council advise the Local Government Remuneration Commission that Council does not wish to make a submission to the review of elected members remuneration as of 1 July 2021.

10. Council/State Parliament Mutual Access Agreement

LGAQ has negotiated a mutual access agreement with the State Government which will allow Mayors, Councillors and CEO's access to the Parliamentary Precinct to utilise the resources needed when working remotely in Brisbane in the interests of Council's constituents. Likewise, Ministers and State MPs will be able to access Council's premises. To activate the agreement, Council must formally decide to opt into the Agreement.

Recommendation:

Council agree to opt into the Council/State Parliament mutual access agreement as negotiated by LGAQ and detailed in their letter of 22 September 2020.

11. Surplus Generators

In response to a request from Council at a recent Ordinary Meeting the following advice is provided in relation to surplus Council generators which are all located at the depot at the moment:

- The original McKinlay water supply 3 phase 53KVA generator will be installed at the new Julia Creek town Water Bore
- The original Kynuna water supply 3 phase 53KVA generator will be installed at the depot
- The former J.C. Airport (Abel) single phase 25 KVA generator is in the depot and no decision has been made on what to do with it.
- The former Fr Bill 3 phase 88KVA generator maybe installed at the caravan park or sold, but no decision has been made at this stage.

Action: For noting.

Policy/Legislative:

LG Act 2009 & LG Regulation 2012

Operational Financial and Resource Implications:

N/A

Consultation and engagement:

As detailed in the Report

InfoXpert Document ID:

113801



COUNCILLOR'S PORTFOLIO SYSTEM AND PROTOCOLS

1. PURPOSE AND SCOPE

- 1.1 Council has agreed to the establishment of a Portfolio system as part of its corporate decision making structure. This system provides for nominated Councillors to be assigned specific responsibilities for a key strategic focus area of the Council.
- 1.2 This document provides details of the Portfolio system and the associated operating protocols.

2. APPLICATION OF POLICY

- 2.1 The system design and allocation of portfolios is recognised as a means of developing appropriate relationships within the organisation on key strategies or focus areas.

3. POLICY PROVISIONS

3.1 Portfolio Designations and Allocations

Portfolios will be allocated in a consultative manner. The Mayor will have the final decision.

Where an issue impacts on more than one portfolio area, the relevant portfolio Councillors and Director(s) will work collaboratively to determine the appropriate approach.

- 3.2 The Portfolio system provides no formal delegated authority to the Portfolio Councillor. It provides, however, the Councillor with an opportunity to develop and maintain a heightened level of knowledge and leadership across the Shire and wider region in a specified field.

3.3 Strategic Focus

The portfolio designations have been selected for their strategic importance to the Council and the community of the McKinlay Shire Council region and the Councillors' endeavours, interest and influence should be focused more at the strategic level of issues of their portfolio, rather than the day to day operational matters.

3.4 Obligations

In support of commitments to inclusive teamwork and co-operation between elected and staff members, the portfolio holders are encouraged to establish clear, open and regular communication with their aligned Directors and key staff.

Directors and Managers are required to provide high levels of engagement and support in a very practical and open manner, including provision of practical opportunities and assistance to enable portfolio holders to gain increased knowledge and experience in the specific portfolio area.

3.5 Portfolio Councillor's Role

In relation to the ambit of the respective portfolios, designated Councillors have responsibilities to:

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Approved By: Council Resolution <>

Effective Date: 20th October 2020
Version: 2.0
Review Date: April 2024

- (i) be a key point of contact and to engage with industry and community groups and associations;
- (ii) represent and advocate Council's policy and corporate positions where called upon at forums, conferences and to other levels of government;
- (iii) participate and where appropriate, lead any Council working groups or meetings formed in relation to the relevant portfolio issues;
- (iv) provide guidance and direction to the Council and the organisation through participation, discussion and debate at Council and Committee meetings;
- (v) provide an elected viewpoint and to act as a sounding board for Directors and key staff on issues relating to the portfolio;
- (vi) generally champion the advancement of Council's key priorities and decisions relevant to the portfolio area.

3.6 **Communication**

The Mayor is the principal Council spokesman on Shire and Regional issues. If the Mayor is not available to comment on an issue and/or project that is of a regional nature, the Deputy Mayor will be the spokesperson for the media;

If the Mayor and Deputy Mayor are not available to comment on a regional issue and/or project the CEO (or delegate) will be the spokespersons for the media.



COUNCILLOR'S PORTFOLIO SYSTEM AND PROTOCOLS

PORTFOLIO	COUNCILLOR	DIRECTORATE	PORTFOLIO RESPONSIBILITY
GOVERNANCE	Mayor Cr Curr	CEO	<ul style="list-style-type: none"> • Ex-Officio all Portfolios • Advocacy • Regional Representation • Intergovernmental Relations • Investment attraction • Disaster Prep & Recovery
TOURISM & ECONOMIC DEVELOPMENT	Cr Fegan Cr Royes	Director Corporate & Community Services	<ul style="list-style-type: none"> • Tourism & Economic Development incl Regional Econ Development • Visitor Information Centre • Tourist Attractions • Caravan Park
HEALTH	Cr Fegan	Director Corporate & Community Services	<ul style="list-style-type: none"> • Community Health • CAN • Aged Care • Fr Bill Senior Living Units • Community Safety
ROADS	Cr Curr Cr Pratt	Director Engineering & Regulatory Services	<ul style="list-style-type: none"> • Roads & Streets • Quarries & Gravel Pits • Cemeteries and Parks • Livestock Transit Centre • Road Safety •
ENVIRONMENT & REGULATORY SERVICES	Cr Lynch	Director Engineering & Regulatory Services	<ul style="list-style-type: none"> • Environmental Management • Town Planning • Water Resources • Sewerage Waste Management • Refuse Tips • Pests & Animal Management

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COMMUNITY SERVICES	Cr Royes	Director Corporate & Community Services	<ul style="list-style-type: none"> • Sport & Recreation • Pools • Disaster Management • Community Grants • Arts and Culture • Community Events • Community Facilities • Libraries & Smart Hub • Civic Centre • Community Halls
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4. POLICY REVIEW

4.1 The policy is to be reviewed whenever legislation changes, OR every four years, whichever is the earlier.

5. COUNCIL REPRESENTATIVE

- LDMG – Mayor Philip and Cr. Shauna Royes
- NWQROC – Mayor Philip Curr
- NWRRTG – Mayor Philip Curr
- MITEZ – Cr. Janene Fegan
- Audit Committee – Cr. Janene Fegan, Cr. John Lynch

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158 Balgal Beach Road,
BALGAL BEACH, Q. 4816
3 September, 2020.

Chief Executive Officer,
McKinlay Regional Council,
P.O. Box 177,
JULIA CREEK. Q. 4823.

Dear Sir/Madam,

Re:- 2021 REUNION OF CURRENT & FORMER RESIDENTS OF JULIA CREEK.

May I take this opportunity to introduce myself. My name is Warren BUTTERWORTH and between 1972 and 1980, I has the pleasure being the Officer in Charge of the Julia Creek Police Station and my last visit to your town was in 2007, when my wife (Margaret) and myself returned for the Julia Creek Centenary Celebration, which was very well organized by your Council.

In 2017, I organized the first Reunion "Reunion of Current and Former Residents of Julia Creek" which was held at the bushland Beach Tavern in Townsville and was very well supported, (about 96 attended) but unfortunately very few of the residents from the Julia Creek area could attend.

I also assisted with organizing the 2019 Reunion which was again at the Bushland Beach Tavern, which was again a very successful event, thanks to the group that organized it.

At the 2019 event, (again at the Bushland Beach Tavern), I was approached by many former residents, who have not returned to Julia Creek in many years, who suggested that maybe consideration could be given to the 2021 Reunion could be held in Julia Creek, (which I total support), as not only would it allow current residents the join the former residents, (which I personally agree with). It would also be beneficial to the business houses in the town.

As I mentioned earlier, your Council planned the 2007 Centenary Celebrations and I submit that if your Council could agree to organize the 2021 Reunion, it wouldn't have to outlay too much, (if any) as we all pay for our meals and accommodation. Your Council would have to provide a venue

If you could appoint a Coordinator for this event, I would more than too happy to assist in any way that I can with organizing this event. I have already set up a Facebook Page for this Reunion.

-2-

In conclusion, I respectfully submit that if your Council agrees with this proposal to host the Reunion in the town, we need to start working on it as soon as possible.

I would appreciate a reply as soon as possible so I can publicise where it will be held.

Yours Faithfully,

.....

On 12 Oct 2020, at 12:35 pm, Madeleine Verdich <mverdich@epicenvironmental.com.au> wrote:

Hi John,

I wanted to take the opportunity to introduce myself prior to following up with a call. I work with Epic Environmental, the consulting firm working with Multicom on the Saint Elmo Vanadium Project. I understand that you met with Shaun McCarthy last week when we was in town, and I hope also that you received our recent newsletter providing an update on the project (attached). Following on from our Newsletter update we would like to organise a visit to Julia Creek during November to provide an in-person update to Council and the community and therefore the opportunity to answer questions and discuss next steps etc.

As part of this visit, we would like to request to present at the McKinlay Shire Council Meeting on the 17th of November. Multicom would like to provide Councillors with a briefing on the project, updated on the Environmental approvals process and discuss key areas of interest.

In addition to presenting at the Council we will hold a community BBQ, while I will liaise with Council's reception in terms of booking the venue. There are also a few other meetings with Council representatives that I would like to discuss with you further.

I'll follow up with a call to discuss this request further

Kind Regards

Madeleine

Madeleine Verdich

Principal, Communications and Engagement

mverdich@epicenvironmental.com.au

M: +61 467786521 / 1800 779 363

Office address: Level 6, 193 North Quay, Brisbane Queensland 4000

Mailing address: PO Box 13058, George Street, Brisbane, Queensland 4003

www.epicenvironmental.com.au



Dated

Compensation Agreement

ML 100245 – water pipeline

Parties

McKinlay Shire Council

Multicom Resources Limited
ACN 605 352 690

Norton Rose Fulbright Australia
111 Eagle Street
Brisbane QLD 4000
Tel: +61 (0)7 3414 2888
www.nortonrosefulbright.com
Our ref: 4002910

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Agreement dated

Parties **McKinlay Shire Council**
of 29 Burke St, Julia Creek QLD 4823
(**Council**)

Multicom Resources Limited ACN 605 352 690
of Level 8, 46 Edward Street, Brisbane QLD 4000
(**Multicom**)

Introduction

- A** Multicom has made the Application for the grant of the Resource Authority.
- B** The Council is the Owner of the Land which underlies part of the area of the Resource Authority.
- C** Under the MRA, the Resource Authority cannot be granted unless compensation is agreed or determined between Multicom and the Council.
- D** Multicom has agreed to pay compensation to the Council on the terms of this Agreement.

It is agreed

1 Definitions

1.1 In this Agreement, except to the extent the context otherwise requires:

- (1) **Agreement** means this compensation agreement between the Council and Multicom, including any schedule or annexure to it;
- (2) **Agreement Area** means the area within the external boundaries of the Resource Authority that overlaps the Land and Roads;
- (3) **Application** means ML 100245 lodged by Multicom with the relevant mining registrar in accordance with the MRA;
- (4) **Business Day** means a day that is not a Saturday, Sunday or any other day which is a public holiday or a bank holiday in the place where an act is to be performed or a payment is to be made;
- (5) **Compensation** has the meaning given in clause 4.2 of this Agreement;
- (6) **Environmental Authority** means the environmental authority which is associated with the Resource Authority;
- (7) **Extractive Industry** has the meaning given to it in the *Planning Regulation 2017*;
- (8) **Government Agency** means any government or governmental body whether:
 - (a) legislative, judicial or administrative;

- (b) a department, commission, authority, tribunal, agency or entity; and
- (c) commonwealth, state, territorial or local,

and includes any self-regulatory organisation established under any law but excludes a governmental body in respect of any service or trading functions as distinct from regulatory or fiscal functions;

- (9) **GST Act** means *A New Tax System (Goods and Services Tax) Act 1999* (Cth) as amended and any other Act or regulation relating to the imposition or administration of GST;
- (10) **Land** means the stock route more particularly described as Lot 10 on SP300374, as shown in the map in Schedule 1;
- (11) **Laws** means all Commonwealth and State legislation including regulations, by laws, and other subordinate legislation, Government Agency requirements and guidelines of the Commonwealth, the State and local governments and authorities with which Multicom or the Council are legally required to comply;
- (12) **LGA** means the *Local Government Act 2009* (Qld);
- (13) **MERCPA** means the *Mineral and Energy Resources (Common Provisions) Act 2014* (Qld);
- (14) **MRA** means the *Mineral Resources Act 1989* (Qld);
- (15) **Owner** has the same meaning as in Schedule 2 of the MRA;
- (16) **Personnel** of a person means the officers, employees, contractors (including sub-contractors and their employees), professional advisers, representatives and agents of that person;
- (17) **Quarry Operations** means an Extractive Industry for which the Council holds the requisite permits to extract Quarry Material as defined in clause 14 and which may be conducted by or done on behalf of Council within the Resource Authority.
- (18) **Related Entity** means:
 - (a) a related body corporate as defined by section 50 of the *Corporations Act 2001* (Cth); and
 - (b) in respect of Multicom, any person who has entered into a joint venture arrangement with Multicom or the person mentioned in paragraph 1.1(21)(a) in respect of the Resource Activities;
- (19) **Resource Activities** means the activities proposed to be carried out by Multicom on the Agreement Area, being the activities authorised to be undertaken pursuant to the Resource Authority and the Environmental Authority;
- (20) **Resource Authority** means the infrastructure mining lease granted or to be granted under the MRA and designated ML 100245 in consequence of the Application and includes any renewal, remaking or replacement of the Resource Authority, as shown in the map in Schedule 1;
- (21) **Restricted Land** has the same meaning as in section 68 of MERCPA;
- (22) **Roads** means Punchbowl Road and any other local authority roads located within

the Agreement Area which are under the control of the Council as shown on the map attached in Schedule 1;

(23) **Tax Invoice** has the same meaning as in the GST Act;

(24) **Term** means:

- (a) the expiration of the Resource Authority, including the period of renewal of the Resource Authority; or
- (b) the date all rehabilitation work required to be carried out by Multicom under the Environmental Authority is completed,

whichever is the later.

2 Interpretation

2.1 In this Agreement, unless the contrary intention appears:

(1) Reference to:

- (a) one gender includes the others;
- (b) the singular includes the plural and the plural includes the singular;
- (c) a recital, clause, schedule or annexure is a reference to a clause of or recital, schedule or annexure to this Agreement and references to this Agreement include any recital, schedule or annexure;
- (d) any contract (including this Agreement) or other instrument includes any variation or replacement of it;
- (e) a statute, ordinance, code or other law includes subordinate legislation (including regulations) and other instruments under it and consolidations, amendments, re-enactments or replacements of any of them;
- (f) a person includes an individual, a firm, a body corporate, an unincorporated association or an authority;
- (g) a person includes their legal personal representatives (including executors), administrators, successors, substitutes (including by way of novation) and permitted assigns;
- (h) a group of persons is a reference to any 2 or more of them taken together and to each of them individually;
- (i) a body which has been reconstituted or merged must be taken to be to the body as reconstituted or merged, and a body which has ceased to exist and the functions of which have been substantially taken over by another body must be taken to be to that other body;
- (j) an accounting term is to that term as it is used in Accounting Standards;
- (k) time is a reference to Brisbane time;
- (l) a day or a month means a calendar day or calendar month;

- (m) money (including "\$", "AUD" or "dollars") is to Australian currency; and
 - (n) anything (including any amount or any provision of this Agreement) is a reference to the whole and each part of it and a reference to a group of persons is a reference to any 1 or more of them.
- (2) An obligation, representation or warranty on the part of or in favour of more than 1 person binds or is for the benefit of each of them separately and all of them jointly.
 - (3) No party enters into this Agreement as agent for any other person (or otherwise on their behalf or for their benefit) or as a trustee. A party which is a trustee is bound both personally and in its capacity as a trustee.
 - (4) The meaning of any general language is not restricted by any accompanying example, and the words "includes", "including", "such as", "for example" or similar words are not words of limitation.
 - (5) The word "costs" includes charges, expenses and legal costs.
 - (6) Where a word or expression is given a particular meaning, other parts of speech and grammatical forms of that word or expression have a corresponding meaning.
 - (7) Headings and the table of contents are for convenience only and do not form part of this Agreement or affect its interpretation.
 - (8) If a period of time is specified and dates from a given day or the day of an act or event, it is to be calculated exclusive of that day.
 - (9) Where time is to be calculated by reference to a day or event, that day or the day of that event is excluded.
 - (10) If an act must be done on a specified day which is not a Business Day, the act must be done instead on the next Business Day.
 - (11) A provision of this Agreement must not be construed to the disadvantage of a party merely because that party was responsible for the preparation of the Agreement or the inclusion of the provision in the Agreement.

3 Scope and term of Agreement

3.1 The parties acknowledge that this Agreement:

- (1) sets out the conditions on which the Council provides consent as the Owner of the Land to the Application and to the grant of the Resource Authority pursuant to section 279 of the MRA;
- (2) is intended to be, and is entered as, a compensation agreement pursuant to section 279 of the MRA; and
- (3) will be filed by Multicom in the Office of the Mining Registrar in accordance with section 279(3) of the MRA.

3.2 This Agreement will come into effect upon execution by all parties and will continue until the end of the Term.

4 Compensation

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- 4.1 The Council warrants that it is the sole Owner of the Land and Roads and is entitled to claim compensation pursuant to the MRA.
- 4.2 In consideration for the Council entering into this Agreement and in full and final satisfaction of Multicom's obligation to pay compensation to the Council pursuant to section 279 of the MRA for the grant of the Resource Authority and undertaking of the Resource Activities, Multicom agrees to pay the amount of \$1 on demand from the Council. **Council to confirm \$1 compensation**
- 4.3 This Agreement is binding on the Council, its permitted assigns and the Council's successors in title to the Land.

5 Review of Compensation

- 5.1 If Multicom's activities on the Land or Roads are:
- (1) materially different from the Resource Activities; and
 - (2) result in loss or damage to Council, which is not contemplated in this Agreement;
- Council, without limiting Council's rights under MERCPA, may propose a variation to the Compensation payable under this Agreement.
- 5.2 If Council proposes a variation to the Compensation payable under this Agreement, Council must give Multicom written notice of what it considers should be the revised Compensation.
- 5.3 Within 21 days of receiving a notice under clause 5.2, Multicom must give Council written notice:
- (1) accepting the proposed variation to the revised Compensation; or
 - (2) rejecting the proposed variation.

6 Disputes about Compensation

- 6.1 If a dispute arises as a direct result of Multicom issuing a notice in accordance with clause 5.3(2) of this Agreement, Council or Multicom may give to the other notice particularising the dispute and requiring its resolution under this clause 6 ("**Notice of Dispute**").
- 6.2 Council and Multicom must confer within 21 days after the Notice of Dispute is given to try to resolve the dispute.
- 6.3 If the dispute is not resolved within 21 days after the Notice of Dispute is given ("**Submission Date**"), the dispute must be referred for determination to a registered valuer with not less than 10 years' experience in rural property valuation ("**Valuer**"), whose decision will be final and binding on the parties.
- 6.4 If Council and Multicom have not agreed upon the Valuer and the Valuer's remuneration within seven days after the Submission Date:
- (1) the Valuer is the person appointed by; and
 - (2) the remuneration of the Valuer is the amount or rate determined by;

the President of Queensland Law Society Incorporated ("**President**") or the President's nominee, acting on the request of either party to the dispute.

- 6.5 In determining whether a variation to the Compensation payable is required, the Valuer is to:
- (1) have regard to (in addition to any other factors which the Valuer believes should properly be taken into account) Council's entitlement to compensation under the Act; and
 - (2) act as an expert and not as an arbitrator.
- 6.6 The Valuer's costs must be paid by the party who required the dispute to be resolved under this clause 6.
- 6.7 The parties must comply with this clause 6 before either party may apply to any court to resolve a dispute about a proposed variation to the Compensation payable under this Agreement. This clause 6 does not prevent any party from obtaining any injunctive, declaratory or other interlocutory relief from a court which may be urgently required.

7 Roads

- 7.1 Multicom acknowledges and agrees that:
- (1) Council is the local authority and that all Roads the subject of this Agreement are local authority roads pursuant to section 59 of the LGA.
 - (2) Council as the local authority has control of the Roads pursuant to section 60 of the LGA.
- 7.2 It must not unless it has obtained the express written consent of Council:
- (1) interfere with;
 - (2) undertake works on; or
 - (3) otherwise obstruct,
- the right of access by the general public and/or the Council to use and access the Roads at any time. For the avoidance of doubt, use of the Roads by Multicom does not require the consent of Council in accordance with this clause.
- (4) In the event that Council provides express written consent in accordance with clause 7.2, the Multicom must at its cost:
 - (a) ensure that the general public has access to the Roads at all times or in the event that the Roads are to be obstructed with Councils' express consent, the general public will be provided with an alternative access which is to be constructed at the Tenement Holder's cost in a location agreed with Council; and
 - (b) any alternative access which is constructed, must be constructed to the standard required by Council to ensure the safe operation of the Roads by all Road users; and
 - (c) in the event an alternative access is to be constructed, Multicom must obtain all approvals, permits and consents including addressing native title and obtaining cultural heritage clearance where required prior to the construction of the alternative access.

(5) Multicom will indemnify the Council and release Council from all claims for loss or damage which may arise as result of Multicom's negligence in relation to the construction or use of an alternative access.

(6) Emergency Repairs

(a) In the event that any part of the Road is damaged as a result of the Resource Activities or there is otherwise a requirement for emergency repairs to be carried out as a result of the Resource Activities, Multicom shall where practicable advise Council of the requirement of the emergency repairs.

(b) The costs of completing any emergency repairs shall be wholly borne by Multicom.

(c) For the avoidance of doubt, this clause only applies if the Road is damaged and emergency repairs are required because of the Resource Activities of Multicom.

8 Multicom access and Restricted Land

- 8.1 Subject to clause 7, the Council will provide Multicom Personnel with unimpeded access to and from those parts of the Agreement Area that are within the Agreement Area for the purposes of carrying out the Resource Activities.
- 8.2 To the extent that any part of the Land is Restricted Land, this Agreement is the Council's written consent pursuant to section 70 of the MERCPA to Multicom entering that Restricted Land.

9 Council and public access

- 9.1 Subject to Clause 10, ~~the~~ the Council must not and must ensure that its Personnel ~~and the public~~ do not, access those parts of the Land within the boundaries of the Resource Authority unless they are lawfully entitled to do so or otherwise as permitted by this Agreement. Council also agrees not to authorise any members of the public to use those parts of the Land within the boundaries of the Resources Authority.
- 9.2 Multicom will liaise with Council regarding ongoing access by Council, its Personnel and members of the public to those parts of the Land within the Boundaries of the Resource Authority that are not being used by Multicom for Resource Activities or mining-related purposes.
- 9.3 The Council must ensure that it and any person accessing the land in accordance with clause 9.240.2:
- (1) do not interfere with the Resource Activities or give rise to a breach of the Environmental Authority or Resource Authority by Multicom;
 - (2) are made aware of and comply with Multicom's safety and access protocols as notified by Multicom to the Council from time to time; and
 - (3) within 1 month of provision of a written notice by Multicom that any part of the Land within the boundaries of the Resource Authority is required for the Resource Activities or mining related purposes, vacate those parts of the Land that are being accessed and are specified in the notice.
- 9.4 Multicom will have no liability for any loss suffered by any person whatsoever and

howsoever caused (including by the negligence of Multicom or its Personnel) arising in relation to the unauthorised access to the area of the Resource Authority by any person in breach of this clause.

10 Multicom's Resource Activities

10.1 Multicom will ~~take reasonable steps to~~ ensure that Multicom and any third party authorised by it to access the Agreement Area will:

- (1) ensure the stock route located on the Land maintains functionality and is capable of being used for the purpose for which it has been gazetted under the *Stock Route Management Act 2002*, and Multicom's activities do not interfere with or prevent the application of any management principles applying to the stock route pursuant to the *Stock Route Management Act 2002*, any applicable stock route network management plan, or any other legislative requirement or instrument;
- (2) ensure that the Roads remain unobstructed and available for use by the public unless otherwise agreed in accordance with clause 7 of this Agreement;
- (3) not interfere with or undertake any Resource Activities within the Resource Authority in an area where Council holds an Extractive Industry permit;
- (4) carry out all such operations on the Agreement Area in a proper and workmanlike manner and so as to cause as little injury and disturbance as practicable to any Land, Roads or property of Council having regard to the nature of such operations;
- (5) where any part of the Agreement Area is disturbed by Multicom other than as a result of the Resource Activities, repair any disturbance to the Agreement Area as soon as practicable and reinstate the Agreement Area as near as practicable to its condition prior to the disturbance;
- (6) if required by Council, keep the gates and fences in a stock proof condition at all times;
- (7) leave all gates within the Agreement Area in the position found unless otherwise advised by Council;
- (8) take all reasonable measures to prevent erosion to the Agreement Area;
- (9) remove all rubbish, waste, lunch bags, cans or debris caused by its Resource Activities within the Agreement Area; and
- (10) refrain from and take all precautions against the transportation of noxious weeds and seeds;
- (11) take all reasonable precautions to prevent the outbreak of any fire within the Agreement Area and not burn any debris or rubbish within the Agreement Area without the prior consent of Council
- (12) carry out all Resource Activities on the Land or Roads in accordance with all applicable legislation.

11 Escalation of Resource Activities

11.1 If Multicom intends to carry out Resource Activities that are additional to, or represent a material increase in the intensity of, the Resource Activities as defined in this Agreement,

Multicom must first consult with the Council and seek its views on that escalation.

- 11.2 Where there is an escalation of Resource Activities, Compensation will be reviewed in accordance with Clause 5.

12 Fences

- 12.1 If in the reasonable opinion of Council, the Resource Activities or access to the Resource Activities requires a fence to be constructed in order to prevent the destruction or injury of livestock, including a fence along the boundary of the stock route located within the Agreement Area, Multicom will erect a permanent, stock-proof fence to the specification of Council, [at Multicom's cost](#).
- 12.2 Where Multicom's activities or access to those activities requires a fence within the Agreement Area to be cut, Multicom will construct or erect a replacement steel grid or gate at the election and to the specification of Council, [at Multicom's cost](#).
- 12.3 At no time will Multicom erect a fence or construct a grid or gate within the Agreement Area without first obtaining Council's written consent to the proposed location and specification of the fence, grid or gate.
- 12.4 Multicom must keep any fences, grids and gates within the Agreement Area in good order and repair at all times (including any fences belonging to Council), [at Multicom's cost](#).

13 Restoration of Agreement Area

- 13.1 Upon the earlier of:

- (1) the expiry of the Term; and
- (2) the permanent conclusion of the Resource Activities;

Multicom must:

- (3) repair, restore and rehabilitate any damage to the site of Multicom's activities or improvements within the Agreement Area caused by Multicom's activities in accordance with Multicom's obligations under the Act, any other statute or regulation and the Resource Authority and
- (4) remove all of its plant and equipment from within the Agreement Area; and

its rights under this Agreement will then terminate.

- 13.2 Multicom will be permanently liable for the restoration of the Agreement Area (to the extent that the need for such restoration arises by reason of any activity of Multicom and Council has not been compensated in full in respect of that activity).

14 Indemnity

- 14.1 Multicom shall indemnify Council against any unlawful damage to the Agreement Area caused by Multicom, its employees, agents contractors and sub-contractors.

~~14.2~~ Multicom shall indemnify Council against any action or proceeding brought against, claim or demand made upon or liability incurred by Council arising out of or in connection with the exercise by Multicom of rights under the Resource Authority (or its, employees, agents

contractors and subcontractors), including but not limited for Council's legal fees and outlays on a solicitor and own client basis incurred by Council in connection with such action or proceeding, except where such action, proceeding, claim, demand or liability arises out of or in connection with any negligence of Council (or its, employees, agents, contractors and subcontractors) or the breach by Council (or its, employees, agents, contractors and subcontractors) of a statutory duty to which they are subject or the breach by Council of any of its obligations under this Agreement.

15 Release

15.1 Council shall not be liable for or in respect of personal injury to or the death of any person or loss of or damage to property resulting from any negligent act or omission on the part of Multicom, its employees or any other agent, licensee, contractor or subcontractor of Multicom for or in respect of any claim, demand, action, suite or proceeding, costs and expenses in respect of any such injury, death, loss or damage, save for where Council is contributorily negligent.

~~15.1~~15.2 Council is not liable to Multicom for any loss or damage whatsoever arising out of or in connection with the use of the Road including but not limited to construction, faulty design or workmanship, inadequate supervision or otherwise save to the extent such loss or damage is caused by the negligent acts or omissions of Council or of any other persons for whose acts and omissions Council is liable.

16 Public Risk Insurance

16.1 Multicom shall maintain at all times during the Term of this Agreement a policy of insurance noting the Councils' interest for a sum not less than \$20 million to cover claims made against Multicom or Council and to cover public liability and must upon demand by Council produce evidence of current premiums required under the policy having been paid.

17 Cooperation

17.1 The Council and Multicom agree to cooperate in good faith to manage the interaction between them and address any issues that may arise as a result of the interaction between the parties.

18 Assignment and novation

18.1 Subject to clause 20.2, no party may assign nor purport to assign this Agreement or any right under this Agreement without the prior written consent of the other party, which consent may not be unreasonably withheld.

18.2 The Council agrees that:

- (1) Multicom may assign or novate this Agreement to a Related Entity or an assignee with an interest in the Resource Authority without the consent of the Council; and
- (2) it must, at its cost, execute all further documents necessary to effect the assignment or novation of the Agreement under this clause 20.2(1).

19 Parties

19.1 Multicom may exercise its rights under this Agreement by itself or through its authorised employees, agents, servants and contractors.

19.2 If the Council consists of more than one person, this Agreement binds them jointly and each of them individually.

20 Termination by Council

20.1 If Multicom:

- (1) becomes bankrupt or insolvent;
- (2) ceases to be the holder of the Resource Authority;
- (3) fails to carry out any of its obligations under this Agreement and does not rectify the failure within 28 days save in the event of an emergency where immediate remedial action is required, of receiving a written notice from the Council setting out the particulars of the alleged failure; or
- (4) commits a breach of this Agreement which remains unremedied for 28 days following the Council issuing written notice setting out the particulars of the alleged breach;

this Agreement may be terminated by Council giving Multicom written notice.

20.2 If this Agreement is terminated under the preceding subclause, Multicom is not entitled to any costs, remuneration or compensation from Council as a result of the termination.

21 GST

21.1 In this clause 23:

- (1) **GST** means GST as defined in *A New Tax System (Goods and Services Tax) Act 1999* as amended (**GST Act**) or any replacement or other relevant legislation and regulations;
- (2) words or expressions used in this clause which have a particular meaning in the **GST law** (as defined in the GST Act), any applicable legislative determinations and Australian Taxation Office public rulings, have the same meaning, unless the context otherwise requires;
- (3) any reference to GST payable by a party includes any corresponding GST payable by the representative member of any GST group of which that party is a member; and
- (4) any reference to an input tax credit entitlement by a party includes any corresponding input tax credit entitlement by the representative member of any GST group of which that party is a member.

21.2 Unless GST is expressly included, the consideration to be paid or provided under any other clause of this Agreement for any supply made under or in connection with this Agreement does not include GST.

21.3 To the extent that any supply made under or in connection with this Agreement is a taxable supply, the GST exclusive consideration to be paid or provided for that taxable supply is increased by the amount of any GST payable in respect of that taxable supply and that amount must be paid at the same time as the GST exclusive consideration is to be paid or provided.

- 21.4 A party's right to payment under clause 23.3 is subject to a valid Tax Invoice being delivered by the supplier to the recipient of the taxable supply.
- 21.5 To the extent that a party is required to reimburse or indemnify another party for a loss, cost or expense incurred by that other party, that loss, cost or expense does not include any amount in respect of GST for which that other party is entitled to claim an input tax credit.
- 21.6 To the extent that any consideration to be paid or provided under this Agreement represents a decreasing or increasing adjustment because of an adjustment event in relation to a taxable supply:
- (1) the supplier must notify the recipient of the refund, credit or further amount payable on account of GST by the supplier issuing to the recipient an adjustment note (or a cancellation note together with a Tax Invoice) within 5 Business Days of becoming aware of the adjustment event; and
 - (2) the supplier must provide a refund or credit to the recipient, or the recipient must pay a further amount to the supplier, as appropriate on account of GST within 10 Business Days of receipt of the adjustment note or Tax Invoice.

22 Notices

- 22.1 A notice or other communication connected with this Agreement (**Notice**) has no legal effect unless it is in writing.
- 22.2 In addition to any other method of service provided by law, the Notice may be:
- (1) sent by prepaid priority post to the address of the addressee set out in this Agreement or subsequently notified;
 - (2) sent by email to the email address of the addressee notified by the addressee on or about the date of this Agreement, or subsequently; or
 - (3) delivered at the address of the addressee set out in this Agreement or subsequently notified.
- 22.3 If the Notice is sent or delivered in a manner provided by clause 24.2, it must be treated as given to and received by the party to which it is addressed:
- (1) if sent by post, on the 3rd Business Day (at the address to which it is posted) after posting;
 - (2) if sent by email before 5pm on a Business Day at the place of receipt, on the day it is sent and otherwise on the next Business Day at the place of receipt; or
 - (3) if otherwise delivered before 5pm on a Business Day at the place of delivery, upon delivery, and otherwise on the next Business Day at the place of delivery.

23 No Merger

- 23.1 The covenants, conditions, provisions and warranties contained in this Agreement do not merge or terminate upon completion of the transactions contemplated in this Agreement but to the extent that they have not been fulfilled and satisfied or are capable of having effect, remain in full force and effect.

24 Further Assurances

- 24.1 Each party must do all things and execute all further documents (at no cost to the Council when requested by Multicom) necessary to give full effect to this Agreement and refrain from doing anything that might hinder the performance of this Agreement.

25 Severability

- 25.1 If anything in this Agreement is unenforceable, illegal or void or contravenes the law then it is severed and the rest of this Agreement remains in force.
- 25.2 The rights and obligations of each party are not affected by any law that, but for this clause 27.2, would affect those rights and obligations.

26 Entire Agreement

- 26.1 This Agreement:

- (1) contains the entire agreement, arrangement and understanding between the parties on everything connected with the subject matter of this Agreement, including the issue and subscription of the Shares; and
- (2) supersedes any prior agreement, arrangement or understanding on anything connected with that subject matter.

Accordingly, any thing (such as correspondence, negotiations or representations before this document is executed or an arrangement or understanding) not reflected in this Agreement does not bind the parties and may not be relied on by them.

27 Variation

- 27.1 An amendment or variation to this Agreement is not effective unless it is in writing and signed by the parties.

28 Waiver

- 28.1 The failure of a party at any time to require full or partial performance of any provision of this Agreement does not affect in any way the full right of that party to require that performance subsequently.
- 28.2 The waiver by any party of a breach of a provision of this Agreement is not deemed a waiver of all or part of that provision or of any other provision or of the right of that party to avail itself of its rights subsequently.
- 28.3 Any waiver of a breach of this Agreement must be in writing signed by the party granting the waiver, and is effective only to the extent specifically set out in that waiver.

29 Counterparts

- 29.1 This Agreement may be executed in any number of counterparts. Each counterpart is an original but the counterparts together are one and the same agreement.

30 Legal Costs

30.1 Multicom will pay Council's reasonable legal costs and expenses in relation to the preparation, negotiation and execution of this Agreement, up to a maximum of \$5,000 plus GST.

31 Stamp Duty

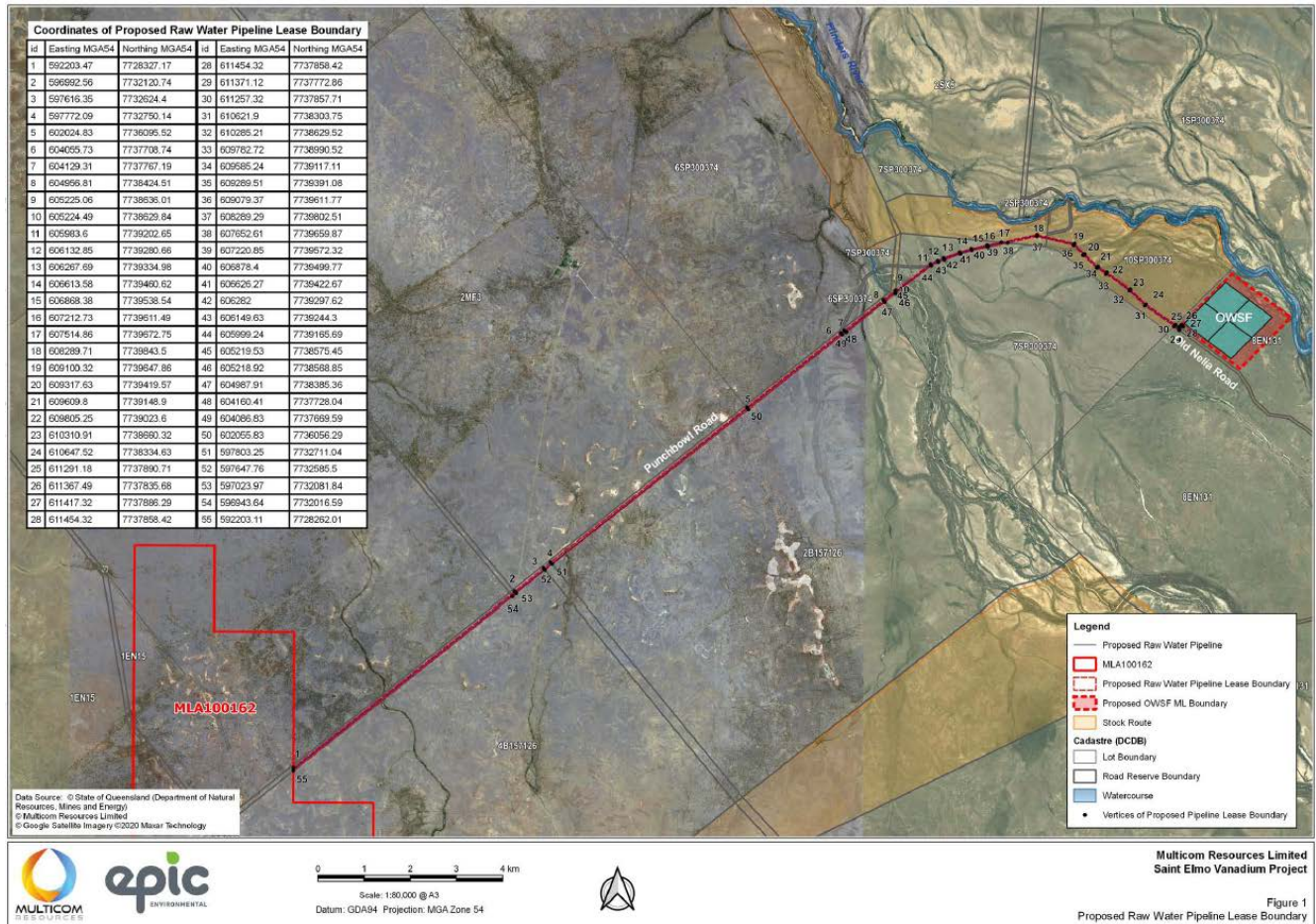
31.1 Multicom must pay any stamp duty assessed on this Agreement.

32 Governing law and jurisdiction

32.1 The law of Queensland governs this Agreement.

32.2 The parties submit to the non-exclusive jurisdiction of the courts of Queensland and of the Commonwealth of Australia.

Schedule 1 – Map of Resource Authority and the Land



Executed as an agreement.

Signed for and on behalf of **McKinlay Shire Council** pursuant to section 236 of the **Local Government Act 2009 (Qld)** by its authorised representative in the presence of:

.....
Signature of witness

.....
Signature of authorised representative

.....
Name of witness
(BLOCK LETTERS)

.....
Name of authorised representative
(BLOCK LETTERS)

.....
Address of witness

Executed by **Multicom Resources Limited**
ACN ACN 605 352 690 in accordance with
section 127 of the *Corporations Act 2001*:

.....
Director/company secretary

.....
Director

.....
Name of director/company secretary
(BLOCK LETTERS)

.....
Name of director
(BLOCK LETTERS)

From: Jane McNamara [<mailto:mayor@flinders.qld.gov.au>]
Sent: Friday, 11 September 2020 9:10 AM
To: Philip Curr; CEO
Subject: Fw: IQ-RAP update, Budget 2020-2021 Proposal

Dear Mayors and Ceos of the NWQROC and NWQRRTG,

As your IQ-RAP Vice Chair and your representative on the IQ-RAP Working Group (WG), I am pleased to provide you with the attached 2020/21 Funding Proposal for the next year of IQ-RAP so we can continue to collaborate as a strong and united voice to secure funding for our road networks.

As it is a long process to confirm partnerships, secure the funding, engage the consultants, undertake the extensive work to prepare the new, updated strategy and detailed recommendations, it is important that we move quickly now.

The attached proposal prepared by RDA Townsville and North West Queensland includes information on the deliverables, tentative timelines, the high level budget and contributions sought. The budget and estimated costs for upgrading our data to include all of the recent funding announcements is higher than we had hoped. To be ready for the budget cycle of 2021-22 and beyond this is a very important set of work and we are requesting partner Councils to contribute \$7,500 plus GST to fund this work. Up to date much of the work has been co-funded by the RDA Townsville and North West and they do not have the budget to enable this to happen again.

I look forward to your advice by 18 September in regard to your commitment (subject to your internal processes) to continuing in this partnership. I will provide consolidated feedback from our ROC and RRTG to RDA by 21 September and invoices will be sent out on 23 September. I understand you may still have a formal process to approve the expenditure but hope that we can lock in all partners and payments in October so that we can get on with the big job ahead of us. We still have around \$4 billion of road upgrades required for our combined network over the next 15-20 years!

Regards
Jane McNamara

Mayor Flinders Shire
Vice Chair IQ-RAP

34 Gray Street, Hughenden, QLD 4821, Ph: (07) 4741 2900 F: (07)47411741 M: 0429417115
Email: mayor@flinders.qld.gov.au
Website: www.flinders.qld.gov.au
P.O Box 274, Hughenden QLD 4821.



9.2 LATE - CEO Report to October Meeting 2020



9.2 Subject: Late Report from the CEO to 20 October 2020 Council meeting

Attachments: Nil

Author: Chief Executive Officer

Date: 19th October 2020

Executive Summary:

This report provides an update on matters I have been dealing with for information or decision of Council.

Recommendation:

Council agree to accept the late Supplementary Report from the Chief Executive Officer dated 19 October 2020.

1. Management of 2020 Flood Damage Approved Works

Council is advised that the 2020 flood damage claim is nearing approval, expected within the next two weeks.

To prepare for the delivery of these works Council needs to determine the management and administration arrangements.

Aecom were engaged to undertake the data pickups and to prepare the submission to QRA, working closely with Council staff to achieve an expected favourable outcome.

Because of their involvement in this submission and their intimate knowledge of the roads network and Council's current contract delivery arrangements, it is recommended that Aecom be engaged to undertake the management and administration of the 2020 program in conjunction with Council staff and under similar terms and conditions to the 2019 flood recovery works program.

Recommendation:

Council engage Aecom to undertake the management and administration of the 2020 flood recovery program in conjunction with Council staff and under similar terms and conditions to the 2019 flood recovery works program.

2. Preparation for Possible 2021 Flood Event

With predictions of a high probability for an above average wet season as a consequence of current and continuing La Niña weather patterns, Council is advised to plan for any possible required pickups of flood damage data and preparation of a submission to QRA.

Some Councils have already begun the process to lock in Engineering Project Management firms in preparation of an Event. As demand for such services could be high, it is recommended that Council enter into an arrangement with Aecom to prepare for and respond to any Event should it occur because they are already contracted to Council for the 2019 program and have undertaken the preparatory work for the 2020 submission.



Recommendation:

Council negotiate an arrangement with Aecom to be prepared for and to respond to any weather Event as a consequence of the forthcoming wet season, to include pickups of data for any assets damage and for the preparation of a submission to QRA.

3. Correspondence from Toby Fitchett proposing the installation of the Barbed Wire Globe “Bent Not Broken” in Burke Street Julia Creek.

By correspondence dated 25 September 2020 Mr Toby Fitchett seeks approval from Council to install the barbed wire globe “Bent Not Broken” in Burke Street Julia Creek in the centre median island near the school pedestrian crossing.

He initiated and coordinated the creation of this amazing piece of sculpture with the assistance of volunteers, using remnant barbed wire collected from throughout the Shire in the aftermath of the February 2019 floods which impacted the Shire with devastating results.

It represents a depiction of the damage inflicted on our Community and the resilience of our people to bounce back.

The sculpture would be mounted with a surrounding, low, galvanised post and chain fence together with an interpretative board explaining the origins of the sculpture.

Recommendation:

Council approve of the mounting of the barbed wire globe sculpture “Bent Not Broken” created by the Mckinlay Shire Community under the leadership of Mr Toby Fitchett, to be positioned in the centre island in Burke Street, Julia Creek adjacent to the school pedestrian crossing and Toby be congratulated on this initiative.

4. Ron Wall Rodeo Julia Creek on 18th September 2020

By correspondence dated 1st October 2020, Georgia Crocker advised that the organisers of the Ron Wall Julia Creek Rodeo were able to raise \$38,894.26 for the Wall Family. The committee spent \$9,200 at local businesses and with approximately 300 people in attendance they estimate the economic impact would have been higher.

The committee wishes to thank McKinlay Shire Council for its support of the event.

Recommendation:

The correspondence from Georgia Crocker on behalf of the committee which organised the Ron Wall Rodeo in Julia Creek be noted and they be congratulated on raising \$38,894.26 for the Wall Family.



5. Kynuna Water Supply – Water Bore

There have been ongoing problems associated with the two water bores for the Kynuna Town supply – one bore (the old bore) is over 100 years old and the second bore (the new bore) is over 40 years old. Following recent issues related to fractured filter housing which subsequently caused badly discoloured water (rusty red), the defective filter was isolated, the system was flushed and clean supply was restored.

Because both bores are unreliable, it is important that Council develop a replacement strategy.

The following course of action is recommended:

- a. Staff to review the latest report on the logging of the “new” bore.
- b. Discussions amongst Colin Malone, Bradley McCormick, engineer Cameron Scott and Todd Symons of Daly Bros to understand the degree of urgency.
- c. Obtain prices to connect up the new water tank. Note Bradley McCormick and Megan Pellow are finalising a Request For Quotation (RFQ).
- d. Proceed with connecting the new water tank to the system a.s.a.p.
- e. Revisit the decision to install water filters at each property to consider:
 - i. Who is responsible for ongoing maintenance of filters.
 - ii. Decide on the preferred type of filter – sand or cartridge.
 - iii. Develop a cost estimate for installation of the filters.
 - iv. Develop a basic policy statement around this.
 - v. Re-present to Council to confirm decision to proceed.
- f. Staff to explore possible sources of funding for a new bore.
- g. Council to determine options for funding a new bore including possible re-consideration of existing budget priorities.

Recommendation:

Council to consider options for re-prioritisation of existing capital budget items in 2020/21 Budget for possible funding of a new Bore for Kynuna Town.

Policy/Legislative:

LG Act 2009 & LG Regulation 2012

Operational Financial and Resource Implications:

N/A

Consultation and engagement:

As detailed in the Report

InfoXpert Document ID:

113816



10. WORKPLACE HEALTH AND SAFETY



Ordinary Meeting of Council Tuesday 20th October 2020

10.1 Subject: WHS Report – September 2020

Attachments: Nil

Author: WHS Officer

Date: 16 October 2020

Executive Summary:

This report outlines the general status of Work Health and Safety at McKinlay Shire Council for the period of September 2020.

Recommendation:

That Council receives the September 2020 WHS Report.

Background:

This report outlines the general status of Work Health and Safety at McKinlay Shire Council for the period of September 2020.

Detailed below are the general areas of importance to the safety of workers at McKinlay Shire Council throughout the month.

Consultation: (internal/External)

Nil

Legal Implications:

Nil

Policy Implications:

Nil

Financial and Resource Implications:

As provided in the report.

InfoXpert Document ID:

113738



DATE; 16 October 2020

Monthly Quarterly Yearly Two Yearly

September 2020

COVID-19

COVID-19 will likely be an on-going issue for the next 12-18 months throughout Australia.

In Queensland –

Case summary

Cases	Total
Number of cases	1,160
Last 24 hours	0
Active cases ^[1]	6
Recovered	1,148
Current hospitalisations	5
Patients currently in ICU	0
Deaths	6
Cases of First Nations people ^[2]	10

Data as at 05/10/2020. Refer to [data caveats](#).

Since the last WHS report there has been a relaxation of the COVID-19 restrictions in Queensland. There are no Local Government Area in Qld listed as COVID-19 restricted areas.

Restrictions still include:

- a maximum of 30 people in your home, including the members of your household that live there. Visitors can be from different households.
- a public gathering with a maximum of 30 people including yourself and members of your household (without a COVID-19 Safe Plan).

What's changed from 4pm Friday 2 October

- Allow standing drinking and eating indoors and outdoors where operating under a COVID Safe Plan or Checklist.

What changed at 1am Thursday 1 October

- Outdoor density requirements relaxed for businesses with a COVID Safe Plan or Checklist to one person per 2 square metres.
- The maximum number of attendees permitted at outdoor events with a COVID Safe Event Checklist has been



increased from 500 to 1000 people per event.

- The seated capacity of outdoor stadiums and amphitheatres has been increased from 50 per cent to up to 75 per cent with a COVID Safe Plan in place.
- The requirements for occupant density for accommodation providers has been clarified.

The WHS COVID-19 Plan for all areas are being looked at on a bi-monthly basis or as required and are staff are being consulted at all times. We all need to continue to be vigilant.

Objectives of WH&S Management System Plan 2019-2021

1. 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
2. Contribute to a Management framework that allows all work areas to manage WH&S in a preventative way;
3. Ensure that WH&S is an integral part of effective business practice; and
4. Clearly state the principles for managing WH&S and how the organisation is expected to perform in accordance with legislative requirements

The primary objective is to provide a structured methodology to conduct all WH&S matters over an annual cycle.

5. 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:-

- Verification of Competency (VOC)
 - VoC & VoCC Procedure in operation, with process followed over the last month to ensure all workers are Competent with the Machinery. This will be expanded in coming months to involve further smaller plant.
- Contractor Management
 - Contractor management in reference to WHS is being conducted on the SkyTrust system which is being supported by Local Government Workcare.
 - VendorPanel is also starting to be used
- Risk Management
- Fit for work
- Plant Risk Management

Quarterly KPI's	Measurement / Score	Detail / Information
80% of completed items indicated in QAP's	81%	Figure is ongoing.
20% of carry over items indicated in QAP's	Added to RAP	See QAP's, Per Quarter and accumulative tally
Quarterly KPI's	Measurement / Score	Detail / Information



Ordinary Meeting of Council Tuesday 20th October 2020

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	✓	
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
Yearly KPI's	Measurement / Score	Detail / Information
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	✓	
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	Still ongoing	To Schedule 2020 Audit was originally meant to occur just after the 2019 floods so was postponed. Still yet to be scheduled for 2020.
Two (2) Yearly	Measurement / Score	Detail / Information
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



Additional Objectives <i>(WH&S Management System Plan 2019 / 2021)</i>	Measurement / Score	Detail / Information
Sufficient resources trained to conduct SafePlan's Internal WHS Management Systems Auditing.	TBC	<i>JLTA is completing current audit, will look to complete this if necessary.</i>
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	✓	<i>See the Actions Register Table at P3</i>
Training / Information completed as per 'Matrix for T5	✓	<i>See Compliance training table at P3</i>
Prestarts and Toolbox Meetings completed	✓	<i>See Table at P3 for Consultation completions</i>
Key Outcomes		
<ol style="list-style-type: none"> 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		
<p>Reference;</p> <p><i>MSC WHS Safety Management System Plan 2019-2021</i></p> <p><i>Procedure, Performance Measures, April 2015 and</i></p> <p><i>Procedure, WH&S Incentives and Awards, March 2014</i></p>		
<p>Compliance Training</p> <p><i>As per MSC WHS Safety Management System Plan 2019-2021</i></p>		



Ordinary Meeting of Council Tuesday 20th October 2020

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. Contractor's percentages are based upon having 5 contractor crews consistently working, this is based on that crew being a crew of 10.

Month	Corporate & Community	Works/Depot/P&G	Contractors
June	70%	78%	80% (now % is based on 5 crews of 10)
July	65%	59%	52% (appear to be missing T5's from 1 full crew)
August	64%	67%	66% (still seem to be missing T5's from 1 full crew)
September	45%	44%	56% (Missing T5's from 2 full crews)

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)

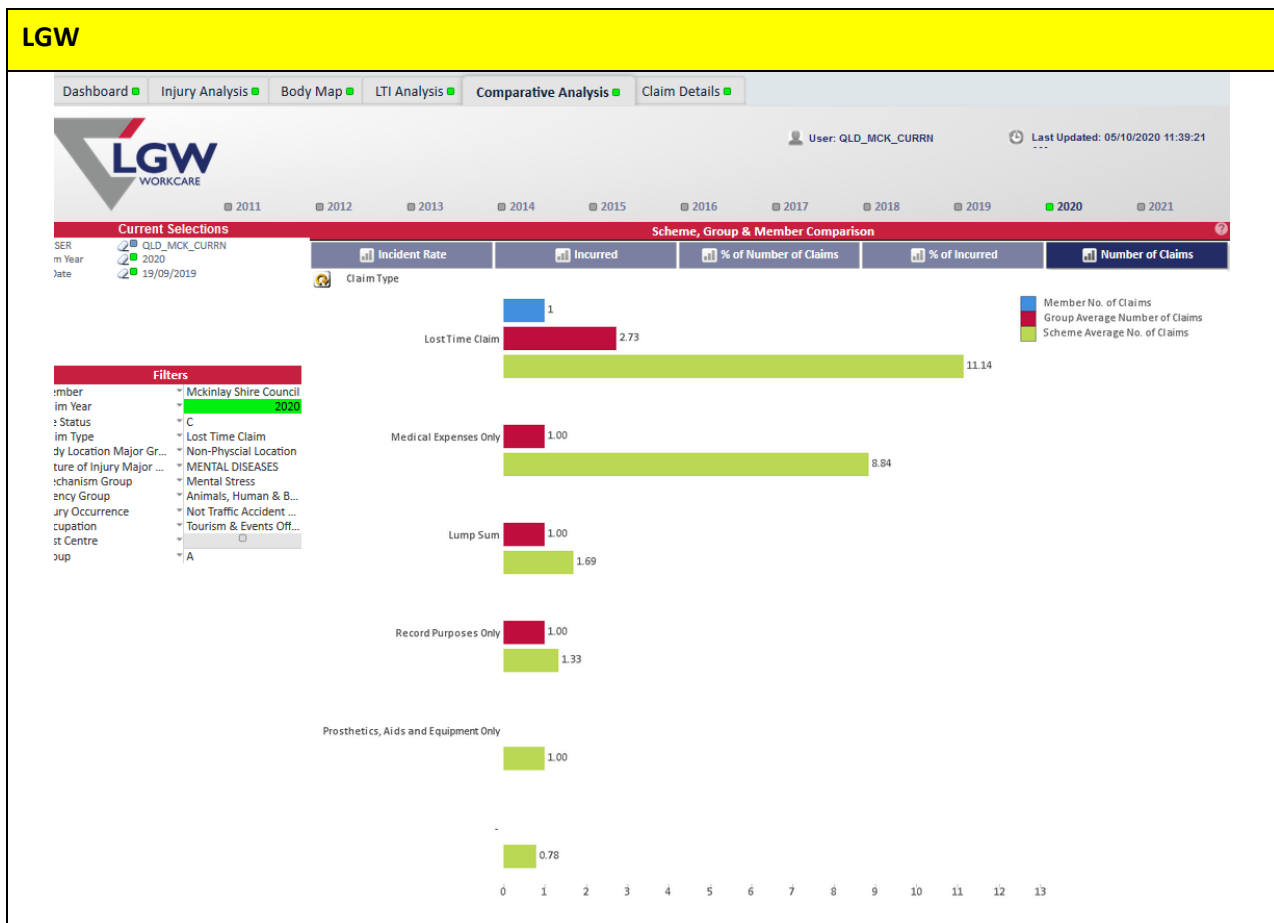
MONTH	Quarterly Action Plans (MAP's)							Audits / Hazard Inspections			Consultation				Risk Management	
	#	Total	Close Out	Comp %	Target	Transferred to CAR		Sched	Complete	Not Comp	P/Start TOTAL	P/Start MSC	P/Start DRFA	T/box	JSEA's & SWMS's	Plant & Equip
Jan-19	12	12	7	58%	80%	5	42%	0	0	0	72			1	4	
Feb-Mar 19	19	19	16	84%	80%	3	16%	51	32	19	101			11	14	
Apr-Jun 19	12	12	10	83%	80%	2	17%	41	19	22	402			37	11	
Jul-Sep 19	12	12	11	92%	80%	1	8%	49	27	22	521			19	18	
Oct-Dec 19	12	12	11	92%	80%	1	8%	30	13	17	449			24	36	
Jan-Mar 20	17	17	12	71%	80%	5	29%	52	33	19	487			20	57	
Apr-Jun 20	12	12	9	75%	80%	3	25%	59	44	15	632			19	60	
Jul-Sep 20	11	11	10	91%	80%	1	9%	52	11	41	583	251	332	11	80	
Oct-Dec 20	11				80%											
Jan-Feb 21	15				80%											
Total 2018	133		86	81%	80%	47	19%	334	179	155	3247			142	280	0



OUTSTANDING ACTIONS	Extreme Risk	High Risk	Moderate Risk	Low Risk	Details / Comments
Total 58 (in Rectification Action Plan)	1	8	33	16	At 06/10/2020
Total 10 (In SkyTrust)	0	1	5	4	At 06/10/2020

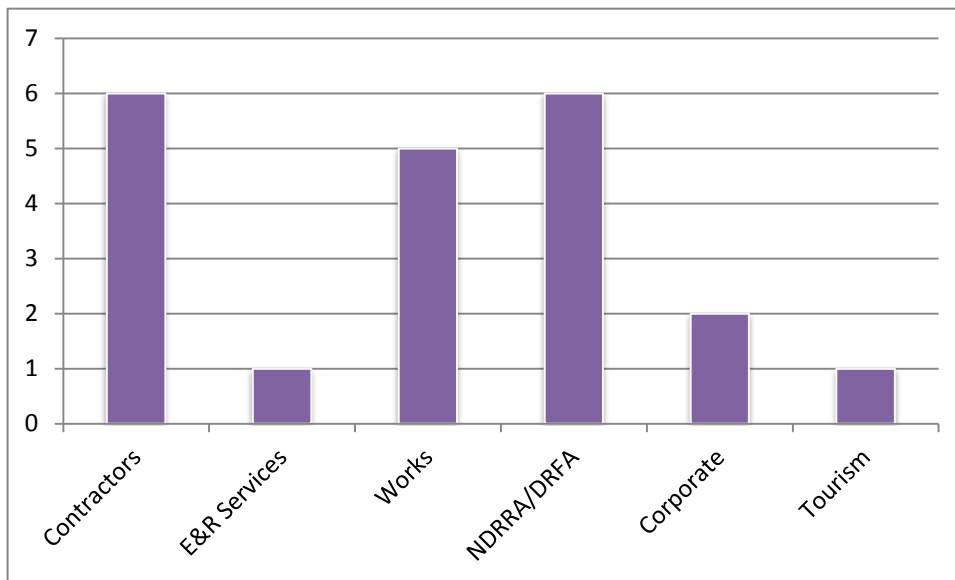
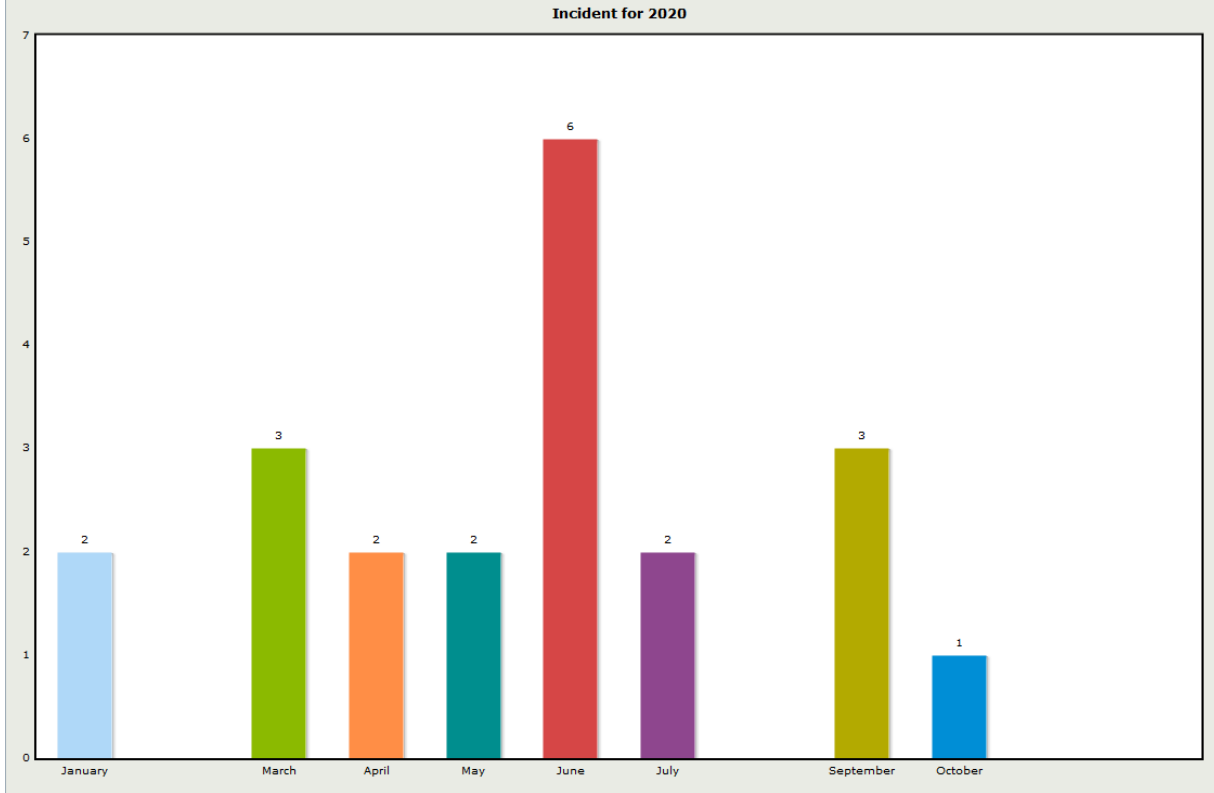
Extreme Risk; Identified issue with access to Kynuna Bore, EWP Access only – remove platform and ladder (dangerous). Access has been restricted (and notified to all parties) however the ladder is still present.

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.





Incidents and Events



There has been an increase in incidents caused by kangaroos and the general dry conditions.



Ordinary Meeting of Council Tuesday, 20th October 2020

11. CLOSE