

Ordinary Meeting Agenda

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

Tuesday 9th December 2025, 8:30am

Notice is hereby given that an Ordinary Meeting will be held at the Council Chambers,
Civic Centre, Julia Creek on 9th December at 8:30am.

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11. GENERAL BUSINESS

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1. OPENING BUSINESS

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

2. ATTENDANCE

Mayor: Cr. J Fegan

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

Staff:

Chief Executive Officer, Mr. Trevor Williams

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

Director Corporate and Community Services, Ms Tenneil Cody

Executive Administration Officer, Miss Mollie Buxton

2.1 APPOINTMENTS

3. DECLARATION OF CONFLICT OF INTEREST

4. CONFIRMATION OF MINUTES

4.1 That the Minutes of the Ordinary Meeting held on 15th October 2025 be confirmed.

4.2 That the Minutes of the Special Meeting held on 4th November 2025 be confirmed.



MCKINLAY SHIRE COUNCIL

UNCONFIRMED MINUTES

OF THE

ORDINARY MEETING OF COUNCIL

HELD AT THE

BOARDROOM, CIVIC CENTRE
JULIA CREEK

18th November 2025

ORDER OF BUSINESS

- 1..Opening
2. Attendance
- 2.1 Appointment
- 3.Declaration of Conflict of Interest
- 4.Confirmation of Minutes
- 4.1 Minutes of Ordinary Meeting 15th October 2025
- 4.2 Minutes of Special Meeting 4th November 2025

5. ENGINEERING REPORT

- 5.1 Engineering Services Monthly Report
- 5.2 Qotations Capital Works 20252026
- 5.3 T2526008 Register of Prequalified Suppliers - Slashing Services
- 5.4 T2526009 Register of Prequalified Suppliers of Wet and Dry Hire Plant
- 5.5 T2526002 Register of Prequalified Suppliers - Road Construction & Maintenance Services

6. ENVIRONMENTAL & REGULATORY SERVICES REPORT

- 6.1 Environmental and Regulatory Services Monthly Report

7. COMMUNITY SERVICES REPORT

- 7.1 Community Services Monthly Report
- 7.2 Report Caravan Park Bathhouse Pricing 2026

8. CORPORATE SERVICES REPORT

- 8.1 Corporate Services Report
- 8.2 Approval for Unauthorised Spending
- 8.3 Final Management Report 2025
- 8.4 Budget Re-allocation from Old ELC to McIntyre Park
- 8.5 Report. 2024-2025 4th Qtr Review

9. CHIEF EXECUTIVE OFFICERS REPORT

- 9.1 Chief Executive Officer Monthly Report

10. WORKPLACE HEALTH AND SAFETY

- 10.1 WHS Monthly Report

11. GENERAL BUSINESS

12. CLOSE

1. OPENING BUSINESS

All Councillors having signed the Attendance Book, Mayor Janene Fegan declared the meeting open at 8:30am.

2. ATTENDANCE

Mayor: Cr. J Fegan

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

Staff:

Chief Executive Officer, Mr. Trevor Williams

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

Director of Corporate & Community Services, Ms. Tenneil Cody

Executive Administration Officer, Miss Mollie Buxton

Apologies:

NIL

Others in attendance:

PDM, Ms Marissa Wise

PDM, Mr Andrew Franzmann

3. DECLARATION OF CONFLICT OF INTEREST

NIL

4. CONFIRMATION OF MINUTES

4.1 Confirmation of Minutes

Confirmation of Minutes of the Ordinary Meeting of Council held on the 15th October 2025 be confirmed.

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 15th October 2025 be confirmed.

Resolution No. 095/2526

Minutes of the Ordinary Meeting of Council held on 15th October 2025 be confirmed.

Moved Cr. S Royes

Seconded Cr. F Malone

CARRIED 5/0

4.2 Confirmation of Minutes

Confirmation of Minutes of the Special Meeting of Council held on the 4th November 2025 be confirmed.

RECOMMENDATION

That the Minutes of the Special Meeting of Council held on 4th November 2025 be confirmed.

Resolution No. 096/2526

Minutes of the Special Meeting of Council held on 4th November 2025 be confirmed.

Moved Cr. L Spreadborough

Seconded Cr. S Royes

CARRIED 5/0

4.3 BUSINESS ARISING FROM PREVIOUS MINUTES

Mayor Fegan did not attend the Powerlink 2025 Transmission Network Forum in Brisbane on November 14, 2025.

5. ENGINEERING SERVICES

5.1 Engineering Works Report

This report outlines the general activities, revenue, expenditure for the Engineering Services Department for the period October 2025.

RECOMMENDATION

That Council receives the October 2025 Engineering Services Department Report.

Resolution 097/2526

Council receives the October 2025 Engineering Services Department Report.

Moved Cr. L Spreadborough

Seconded Cr. J Lynch

CARRIED 5/0

5.2 Quotations for Stabilizing and seal works 2025/2026

Council have sought quotations from 3 Pre-Qualified Suppliers (VP382241) to undertake Capital Works on McKinlay Gilliat Road, Julia Creek Taldora Road and Byrne Street Reconstruction.

RECOMMENDATION

That Council resolve to;

- a) Engage Stabilisation Pavements Australia to undertake the works and;*
- b) Authorise the Chief Executive Officer to vary and negotiate extra scope within the approved budgets.*

Resolution 098/2526

Council resolves to;

- a) Engage Stabilisation Pavements Australia to undertake the works and;
- b) Authorise the Chief Executive Officer to vary and negotiate extra scope within the approved budgets

Moved Cr. J Lynch

Seconded Cr. F Malone

CARRIED 5/0

5.3 T2526008 Register of Pre-qualified Supplier of Slashing Services

Council sought tenders, via VendorPanel to establish a Register of Slashing Services to commence 1st December 2025 for an initial period of 2 years with an option for a 1-year extension at Council's discretion.

RECOMMENDATION

That Council:

- (a) accepts the recommendation of the evaluation panel;*
- (b) resolves to establish a list of 'Pre-qualified Supplier of slashing services' which includes the following entities*
 - (i) Alexander Plant Hire;*
 - (ii) C&R Contractors Pty Ltd;*
 - (iii) Collen Josef Stevenson;*
 - (iv) GOS Constructions QLD Pty Ltd; and*
 - (v) Tree Acq Pty Ltd trading as MPDT;*

Resolution 099/2526

Council approves the following:

- (a) accepts the recommendation of the evaluation panel;
- (b) resolves to establish a list of 'Pre-qualified Supplier of slashing services' which includes the following entities:
 - (i) Alexander Plant Hire;
 - (ii) C&R Contractors Pty Ltd;
 - (iii) Collen Josef Stevenson;
 - (iv) GOS Constructions QLD Pty Ltd; and
 - (v) Tree Acq Pty Ltd trading as MPDT;
- (c) resolves to undertake a refresh of the panel in June 2026.

Moved Cr. L Spreadborough

Seconded Cr. J Lynch

CARRIED 5/0

5.4 T2526009 - Register of Prequalified Suppliers of Wet and Dry Hire Plant

Council sought tenders, via VendorPanel, to establish a Register of Wet and Dry Hire Plant to commence 1st December 2025 for an initial period of 2 years with an option for a 1 year extension at Council's discretion.

RECOMMENDATION

That Council:

- (a) accepts the recommendation of the evaluation panel;*
- (b) resolves to establish a list of 'Pre-qualified Supplier of wet and dry plant hire' which includes the following entities*
 - (i) Alexander Plant Hire*
 - (ii) Arid To Oasis Solutions Pty Ltd*
 - (iii) Commins Contracting Pty Ltd*
 - (iv) Culleton Contracting Pty Ltd*
 - (v) Curry's Diesel & Machinery*
 - (vi) Ellis Profiling (Qld) Pty Ltd*
 - (vii) Horn Graders Pty Ltd*
 - (viii) Joe Coffey Constructions*
 - (ix) Mcconachy Ventures Pty Ltd*
 - (x) Milray Contracting Pty Ltd*
 - (xi) Monster Hire*
 - (xii) Searle Plumbing Pty Ltd*
 - (xiii) Specialised Pavement Services Pty Ltd*
 - (xiv) Stabilised Pavements of Australia Pty Limited*
 - (xv) The Trustee for Crocker Rural Trust*
 - (xvi) TEM The Trustee for Mclachlan Family Trust*
 - (xvii) The Trustee for Yesberg Earthmoving Unit Trust*
 - (xviii) T's Plant Hire Pty Ltd*
 - (xix) Verax Hire*
 - (xx) Viking Civil Contracting*
 - (xxi) Walter James Wilson*

Resolution 100/2526

Council approves the following:

- (a) accepts the recommendation of the evaluation panel;
- (b) resolves to establish a list of 'Pre-qualified Supplier of wet and dry plant hire' which includes the following entities
 - (i) Alexander Plant Hire
 - (ii) Arid To Oasis Solutions Pty Ltd
 - (iii) Commins Contracting Pty Ltd
 - (iv) Culleton Contracting Pty Ltd
 - (v) Curry's Diesel & Machinery
 - (vi) Ellis Profiling (Qld) Pty Ltd
 - (vii) Horn Graders Pty Ltd
 - (viii) Joe Coffey Constructions
 - (ix) Mcconachy Ventures Pty Ltd
 - (x) Milray Contracting Pty Ltd
 - (xi) Monster Hire
 - (xii) Searle Plumbing Pty Ltd
 - (xiii) Specialised Pavement Services Pty Ltd
 - (xiv) Stabilised Pavements of Australia Pty Limited
 - (xv) The Trustee for Crocker Rural Trust
 - (xvi) TEM The Trustee for Mclachlan Family Trust
 - (xvii) The Trustee for Yesberg Earthmoving Unit Trust
 - (xviii) T's Plant Hire Pty Ltd
 - (xix) Verax Hire
 - (xx) Viking Civil Contracting
 - (xxi) Walter James Wilson
- (c) resolves to undertake a refresh of the panel in June 2026.

Moved Cr. J Lynch

Seconded Cr. S Royes

CARRIED 5/0

5.5 T2526002 Register of Pre-qualified Supplier of Road Construction and Maintenance Services

Council sought tenders, via VendorPanel to establish a Register of Road Construction and Maintenance Services to commence 1st December 2025 for an initial period of 2 years with an option for a 1-year extension at Council's discretion.

RECOMMENDATION

That Council:

- (a) accepts the recommendation of the evaluation panel;*
- (b) resolves to establish a list of 'Pre-qualified Supplier of road construction and maintenance services' which includes the following entities*
 - (i) Alexander Plant Hire;*
 - (ii) Commins Contracting Pty Ltd;*
 - (iii) Crocker Rural Pty Ltd ATF the Crocker Rural Trust;*
 - (iv) DM COASTAL CONSTRUCTIONS PTY LTD;*
 - (v) Ellis Profiling QLD Pty Ltd;*
 - (vi) Everest Civil Pty Ltd;*
 - (vii) Fulton Hogan Industries Pty Ltd;*
 - (viii) HALLORAN & SONS EARTH MOVING PTY LTD;*
 - (ix) Hammer & Co Earthmoving;*
 - (x) JPD Construction NQ Pty Ltd;*
 - (xi) Koppen Construction Pty Ltd;*
 - (xii) A.J BRENNAN & M.B BRENNAN | Trading As: MB PLANT HIRE;*
 - (xiii) Milray Contracting Pty Ltd;*
 - (xiv) Stabilised Pavements of Australia Pty Limited;*
 - (xv) TEM The Trustee for Mclachlan Family Trust;*
 - (xvi) T's Plant Hire Pty Ltd;*
 - (xvii) Wagners Quarries Pty Ltd;*
 - (xviii) The Trustee for Yesberg Earthmoving Unit Trust;*

Resolution 101/2526

Council approves the following:

- (a) accepts the recommendation of the evaluation panel;
- (b) resolves to establish a list of 'Pre-qualified Supplier of road construction and maintenance services' which includes the following entities
 - (i) Alexander Plant Hire;
 - (ii) Commins Contracting Pty Ltd;
 - (iii) Crocker Rural Pty Ltd ATF the Crocker Rural Trust;
 - (iv) DM COASTAL CONSTRUCTIONS PTY LTD;
 - (v) Ellis Profiling QLD Pty Ltd;
 - (vi) Everest Civil Pty Ltd;
 - (vii) Fulton Hogan Industries Pty Ltd;
 - (viii) HALLORAN & SONS EARTH MOVING PTY LTD;
 - (ix) Hammer & Co Earthmoving;
 - (x) JPD Construction NQ Pty Ltd;
 - (xi) Koppen Construction Pty Ltd;
 - (xii) A.J BRENNAN & M.B BRENNAN | Trading As: MB PLANT HIRE;
 - (xiii) Milray Contracting Pty Ltd;
 - (xiv) Stabilised Pavements of Australia Pty Limited;
 - (xv) TEM The Trustee for Mclachlan Family Trust;
 - (xvi) T's Plant Hire Pty Ltd;
 - (xvii) Wagners Quarries Pty Ltd;
 - (xviii) The Trustee for Yesberg Earthmoving Unit Trust;
- (c) resolves to undertake a refresh of the panel in July 2026.

Moved Cr. J Fegan

Seconded Cr. F Malone

CARRIED 5/0

ENVIROMENTAL AND REGULATORY SERVICES

6.1 Environmental and Regulatory Services Report

This report outlines the general activities, revenue and expenditure for the Environmental and Regulatory Services Department for the period October 2025.

RECOMMENDATION

That Council receives the October 2025 Environmental and Regulatory Services Department Report.

Resolution No. 102/2526

Council receives the October 2025 Environmental and Regulatory Services Department Report.

Moved Cr. F Malone

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: October 2025.

RECOMMENDATION

That Council receives the Community Services monthly report for October 2025.

Resolution No. 103/2526

Council receives the Community Services monthly report for October 2025.

Moved Cr. L Spreadborough

Seconded Cr. S Royes

CARRIED 5/0

7.2 2026 Julia Creek Caravan Park Bathhouse Pricing and Session Time Review

Council staff have undertaken a review of the current 2025 Bathhouse pricing and session times at the Julia Creek Caravan Park. The review identified opportunities to simplify the pricing structure, improve operational efficiency and enhance revenue potential.

To achieve these outcomes, it is proposed that a unified pricing model be adopted across all bathhouse types, with standardised one-hour session durations and improved scheduling alignment with the RMS booking system. The proposed changes will streamline administration, reduce staff workload, and deliver a more user-friendly experience for guests while maintaining the Bathhouse's high-quality reputation.

RECOMMENDATION

That Council resolves to adopt the following revised Bathhouse pricing and session times for the Julia Creek Caravan Park, effective 1 January 2026.

Bathhouse Pricing (2026)

*Guest Type Session Individual Couple
Caravan Park Guests Afternoon Session \$35 \$60
Premium Sunset Timeslot \$45 \$80
Visitors Afternoon Session \$65 \$90
Premium Sunset Timeslot \$75 \$110*

Note: Pricing applies to both Boundary Rider Huts and Rainwater Tank Bathhouses (unified pricing model).

Bathhouse Session Times (2026)

*Season Afternoon Session Premium Sunset Timeslot
Winter 4:00 pm – 5:00 pm 5:30 pm – 6:30 pm
Summer 5:00 pm – 6:00 pm 6:30 pm – 7:30 pm*

All sessions are one hour in duration to ensure consistency and support efficient cleaning and turnaround.

Resolution No. 104/2526

Council resolves to adopt the following revised Bathhouse pricing and session times for the Julia Creek Caravan Park, effective 1 January 2026.

Bathhouse Pricing (2026)

**Guest Type Session Individual Couple
Caravan Park Guests Afternoon Session \$35 \$60
Premium Sunset Timeslot \$45 \$80
Visitors Afternoon Session \$65 \$90
Premium Sunset Timeslot \$75 \$110**

Note: Pricing applies to both Boundary Rider Huts and Rainwater Tank Bathhouses (unified pricing model).

Bathhouse Session Times (2026)

**Season Afternoon Session Premium Sunset Timeslot
Winter 4:00 pm – 5:00 pm 5:30 pm – 6:30 pm
Summer 5:00 pm – 6:00 pm 6:30 pm – 7:30 pm**

All sessions are one hour in duration to ensure consistency and support efficient cleaning and turnaround.

Moved Cr. F Malone

Seconded Cr. S Royes

CARRIED 5/0

8. CORPORATE SERVICES

8.1 Corporate Services Report

The Corporate Services Report as of 31 October 2025 which summarises the financial performance and position is presented to Council.

RECOMMENDATION

That Council receives the monthly Corporate Services Report for the period ending 31 October 2025.

Resolution No. 105/2526

Council receives the monthly Corporate Services Report for the period ending 31 October 2025.

Moved Cr. S Royes

Seconded Cr. J Lynch

CARRIED 5/0

8.2 Approval of Unauthorised Spending

This report is presented to Council to consider approval of unauthorised spending in accordance with section 173 of the Local Government Regulation 2012. Emergent Works are required at the Swimming Pool facility which are currently not included for in the 2025/26 budget.

RECOMMENDATION

That Council resolves to:

Authorise expenditure of \$110,000 for emergent works at the Julia Creek Swimming Pool facility to address compliance issues; further make the required amendment in the budget at mid-year review. Noting that these works will be funded from Councils retained surplus.

Resolution No. 106/2526

Council resolves to:

Authorise expenditure of \$110,000 for emergent works at the Julia Creek Swimming Pool facility to address compliance issues; further make the required amendment in the budget at mid-year review. Noting that these works will be funded from Councils retained surplus.

Moved Cr. J Lynch

Seconded Cr. S Royes

CARRIED 5/0

8.3 Final Management Report 2025

An external audit of Council's financial statements was undertaken throughout September/October 2025 by Pitcher Partners under the appointment of the Queensland Audit Office (QAO). QAO has provided a Final Management Audit Report to the Mayor for the financial year ending 30 June 2025. At the Mayor's direction this report has been prepared in order to present the Audit Report to Council.

RECOMMENDATION

That Council note the Final Management Report provided by the Queensland Audit Office for the year ending 30 June 2025.

Resolution No. 107/2526

Council note the Final Management Report provided by the Queensland Audit Office for the year ending 30 June 2025.

Moved Cr. F Malone

Seconded Cr. L Spreadborough

CARRIED 5/0

8.4 Capital Works Budget Re-allocation from Repurpose old ELC to McIntyre Park Amenities Upgrade

Council released a Public Tender through VendorPanel from October 10 to October 24 to invite responses from contractors to undertake building maintenance works as part of our 2025/26 Capital Works Program. The works included ceiling replacement works in Caravan Park Amenities, Internal and external building maintenance at McIntyre Park Campdraft Amenities and Roof replacement and internal storage area at CSA Building.

Based on the responses received, the budget for the McIntyre Amenities maintenance is not sufficient to complete the proposed scope of works. Staff propose to reallocate \$23,000 from the Repurpose Old ELC project to McIntyre Amenities projects from within the Capital Works Budget 2025/26. Council allocated \$100,000 for repurposing the old ELC Centre into staff accommodation in the Capital Works Budget 2025/2026.

RECOMMENDATION

That Council resolves to;

1. Re-allocate \$23,000 from Capital Works Job Repurpose old ELC to McIntyre Park Amenities

Upgrade.

Resolution No. 108/2526

Council resolves to;

1. Re-allocate \$23,000 from Capital Works Job Repurpose old ELC to McIntyre Park Amenities Upgrade.

Moved Cr. L Spreadborough

Seconded Cr. S Royes

CARRIED 5/0

8.5 Fourth Quarter Review of the 2024-2025 Operational Plan

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 fourth quarter (April to June 2025) is presented to Council.

RECOMMENDATION

That Council accepts the fourth quarter review of the 2024-2025 Operational Plan and Capital Works Program.

Resolution No. 109/2526

Council accepts the fourth quarter review of the 2024-2025 Operational Plan and Capital Works Program.

Moved Cr. L Spreadborough

Seconded Cr. F Malone

CARRIED 5/0

9. CHIEF EXECUTIVE OFFICER



9.1 Chief Executive Officer's Report

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

RECOMMENDATION:

That Council receive and note the report from the Chief Executive Officer for the period ending 12th November 2025 except where amended or varied by separate resolution of Council.

Resolution No. 110/2526

Council receive and note the report from the Chief Executive Officer for the period ending 12th November 2025 except where amended or varied by separate resolution of Council.

Moved Cr. S Royes

Seconded Cr. L Spreadborough

CARRIED 5/0

1. Meetings with External Organizations in November

The Deputy Mayor, Councillors and CEO met with Assistant Minister Bryson Head MP, Critical Minerals Queensland and Coexistence Queensland on November 4 for an update on social impact management, McKinlay Shire strategic priorities and Queensland Critical Minerals strategy update. The Deputy Mayor and CEO met with representatives from Outback Futures to discuss their existing and ongoing services. The Mayor and CEO met with representatives from AA Co on November 6 for a general update. The Mayor attended a meeting of the NPCG (Northern Projects Coordination Group) in Townsville on November 6 to discuss the coordination of projects across governments. The Mayor attended a virtual meeting of the NWQROC on November 7. The Mayor and CEO met virtually with members from Ergon on November 12 to discuss planning for the current fire and storm season. The Mayor attended the opening of the Lifelight Facility in Mount Isa on November 13. The Mayor and CEO will attend a virtual meeting of the Gulf Regional Water Assessment on November 25, and a virtual meeting of the Biofuels Feedstock Expansion Study on November 27.

RECOMMENDATION:

For Council Information

10.1 Workplace Health and Safety Report

This report has been further developed and outlines Work Health and Safety performance results and actions for the period of October 2025.

RECOMMENDATION

That Council receives the October 2025 WHS Report.

Resolution No. 111/2526

Council receives the October 2025 WHS Report.

Moved Cr. L Spreadborough

Seconded Cr. F Malone

CARRIED 5/0

11. GENERAL BUSINESS

Mayor

- Kynuna watchhouse, a price has been confirmed after Council's inspection. There will be no interest in acquiring it as it will need a significant amount of repairs.
- Digital Christmas card ideas – Community Newsletter and socials page will require one line from each Councillor. Councillors dress up for December Ordinary meeting.
- Christmas light competition within township, will this go ahead this year again, EA to organise.
- Regional Aviation Engagement session, held in Julia Creek on Tuesday 2nd December 2025. Continue promotions within the community to ensure our community provide their feedback.
- Congratulations to Turf Club, ICPA, Lions Ladies, Julia Creek State School P&C and Work Camp Crew on a successful Beach Races event and thank you for the hard work and dedication over the weekend.

Cr. Spreadborough

- In relation to the Lyrian job, comments received from contractors in relation to machinery and utilising roads. Contractors will be utilising Lyrian-Taldora Road. They noticed that some drop sections are rough, however DERS confirms that they have been rectified.

Cr. Malone

- Flood camera updates for Corella Creek need to be followed up.
- Follow up regarding a response from KOA.

Cr. Lynch

- Questions surrounding road works and gravel carting on the Beef Road, questioning works in the area. DERS noted that there are still more works to be completed in the area.
- Updates regarding dilapidated houses – further inspections to come for some houses and updates surrounding one house has been obtained.

Cr. Royes

- Questions surrounding the works on the school crossing located on Burke Street. DERS confirms that this work has until 30th June 2026 to be completed, contractor will be followed up with for an update.
- Wheelchair access and loading zones to be looked at along the main street, making the township and shops within more accessible.
- Line marking suggestions for the main street centre parking, may deter people from parking across multiple car parks.

Other

- Follow up on swamp at Nelia, around the back of houses located there. An inspection was completed on 17th November 2025, it was noticed that there were no obvious leaks present. Further investigation needed.

12. CLOSE

The Chair of the meeting, Mayor Janene Fegan declared the meeting closed at 11:44am.



MCKINLAY SHIRE COUNCIL

UNCONFIRMED MINUTES

OF THE

SPECIAL MEETING OF COUNCIL

HELD AT THE

BOARDROOM, CIVIC CENTRE
JULIA CREEK

27 November 2025

ORDER OF BUSINESS

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

4. ITEMS OF DISCUSSION

- 4.1 2024/25 Financial Year Annual Report Adoption Report
- 4.1.1 2024/25 Financial Year Annual Report

5. CLOSE

UNCONFIRMED

1. OPENING BUSINESS

All Councillors having signed the Attendance Book, Mayor Janene Fegan declared the meeting open at 8:31am.

2. ATTENDANCE

Mayor: Cr. J Fegan

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

Staff:

Chief Executive Officer, Mr. Trevor Williams

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

Director of Corporate & Community Services, Ms. Tenneil Cody

Executive Administration Officer, Miss Mollie Buxton

Others In Attendance: Nil

Apologies: Nil

3. DECLARATION OF CONFLICT OF INTEREST

Nil

4. ITEMS OF DISCUSSION

4.1 2024/25 Financial Year Annual Report Adoption

In accordance with section 182 of the *Local Government Regulation 2012* Council is presented with the 2024/25 Annual Report which includes the audited financial statements for the 2024/25 financial year.

Recommendation:

That Council adopt the 2024/2025 Annual Report including the Audited Financial Statements 2024/2025.

Resolution 112/2526

Council adopt the 2024/2025 Annual Report including the Audited Financial Statements 2024/2025.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

5. CLOSURE OF MEETING

Mayor Fegan Chair of the meeting, declared the meeting closed at 8:55am.



5.0 ENGINEERING SERVICES



5.1 Subject: Engineering Services Monthly Report – November 2025
Attachments: Nil
Author: Engineering Services Department
Date: 1 December 2025

Executive Summary:

This report outlines the general activities, revenue, expenditure for the Engineering Services Department for the period November 2025.

Recommendation:

That Council receives the November 2025 Engineering Services Department Report.

Background:

This report outlines the general activities of the department for the month of November 2025 and provides an update on projects.

RMPC

	Actual	Budget YTD	Budget
1610 RMPC Works	\$331,076	\$757,083	\$1,817,000

Pothole patching

- Kynuna Road (5807)
- Wills Development Road (78A)
- Richmond Road (14D)
- Cloncurry Road (14E)

Road Inspections and Backlog confirmation

- Kynuna Road (5807)
- Wills Development Road (78A)
- Richmond Road (14D)
- Cloncurry Road (14E)

Road runs (rubbish collection and dead animal removal)

- Richmond Road (14D)
- Cloncurry Road (14E)

Marker and Guidepost maintenance

- Kynuna Road (5807)
- Wills Development Road (78A)
- Richmond Road (14D)
- Cloncurry Road (14E)

Other

- Herbicide Spraying -78A
- Clearing work- 78A
- Light Shoulder work - 78A
- Culverts - 5807
- Guidepost Herbicide Spraying -14E
- Signage replacement -78A and 14E



Cannington Road

	Actual	Budget YTD	Budget
1630 Cannington Road Works	\$109,265	\$227,083	\$545,000

- Pothole Patching
- Marker post replacement
- Road Signage repairs
- Road runs, dead animal and rubbish removal
- Slashing

Roads Maintenance

	Actual	Budget YTD	Budget
1100 Repairs and Maintenance - Town Streets and Shire Roads	\$448,676	\$625,000	\$1,500,000

- Pothole patching, gutter cleaning and debris removal
- Ordering of new signage

Workshop

	Actual	Budget YTD	Budget
1510 Repairs and Maintenance - Plant & Vehicles	\$553,667	\$525,000	\$1,260,000

- NHVR Inspections on heavy trucks completed – Plant #147 Side Tipper to have a new skid plate. All else will be self-clearing defects and AIS Inspections (Sam Crawford)
- Servicing, repairs and maintenance to council plant and equipment
- Workcamp supplied one crew member during November to assist with cleaning and general repairs
- Regular cleaning and tidying of the workshop

Parks and Gardens

	Actual	Budget YTD	Budget
2700 Parks & Gardens and Amenities - Operations	\$288,390	\$218,750	\$525,000

Julia Creek

- Prepared venues around the planting along Airport Road
- Prepared cemetery for a recent funeral
- Provided weekend care for the Dunnarts
- Installed automatic watering systems for Coyne, Byrne and Shaw Streets
- Fertilised all parks and lawns for the summer period
- Regular weed spraying, toilet cleaning, watering, irrigation repairs and maintenance
- Regular weekly tasks – Refuse collection, mowing, cleaning the Oorindi and Alick Creek toilets
- Regular weekly slashing and mowing of the Cemetery, Peter Dawes, Lions and Dog Park

Kynuna

- Bi-Weekly tasks – Toilet cleaning, rest area and playground cleaning and weed spraying

McKinlay

- Regular daily tasks – toilet cleaning and watering in township
- Regular cleaning of truck rest area and toilets
- Regular weekly tasks – slashing/mowing tennis Court area and the main playground and park



Other Works – Parks and Gardens

- Funeral preparations and grave site set up.
- Weekend dunnart management
- New planting and mulching Burke and Coyne Street Garden beds
- Automation of town irrigation systems 99% completed, only 2 beds in Coyne Street remaining, due early December
- Painting of grave sites and beautification of the cemetery
- New irrigation lines installed and automated Airport Road from the grid to the terminal building
- Set up and prepare McIntyre Park for the Beach races

Airport

	Actual	Budget YTD	Budget
1300 Airport Operational Costs	\$84,743	\$66,667	\$160,000

Other Works

- There was a focus on RMPC works through November due to storm activity and limited staff resources
- Completed works for the access road to the new houses in Church Lane
- Commenced Stabilization works on Byrne Street - Stabilised Pavements Australia (SPA)
- Spraying of weeds - ongoing
- Signage works - ongoing
- Byramine Road works (HFG) completed - ready for seal



DRFA

Current Work Effort

Table 2. DRFA 2024 & 2025 – Work Summary

Work Package	Current
2023 WP06 Sealed Network Repairs	Closeout complete – approvals under assessment.
2023 REPA Oorindi Culverts	Base slab poured. RCBC Units installed.
2023 RFA Yorkshire Floodway	Contract awarded. Due to mobilise on site 3 Dec 2025.
Julia Creek Concrete Works	Contract awarded. Due to mobilise on site early Dec 2025. Works at risk of not being completed prior to shut down. Discussion ongoing with contractor.
2024 WP01 SE	Lindfield Pit 1 closed. Garomna Pit operational. Minamere Nelia Road – completed. Yorkshire Road.
2024 WP02 S	Program completed
2024 WP03 SW	Greenhills Pit operational. Percol Road – completed.
2024 WP04 NW	Culvert cleaning and repairs – completed.
2024 WP05 NE	Byrnelm Pit operational. Maxwellton Bunda Road – Completed. Gladevale Road – Completed. Nelia Bunda Road.
2024 WP07 – Cooradine Road	Road Formation – Est 60% completed.
2024 WP06 – REPA – Sealed Network	McKinlay Gilliat Road – Completed. Nelia Bunda Road. Nelia Road.
Etta Plains NRI	Crushing and Screening – Completed.
2025 REPA	Unsealed – approvals received. Sealed – issued as Variation to 2024 WP06 REPA Contract.

Additional Notes: REPA works ongoing to program



DRFA cont.

Next Month Work Effort

Table 3. DRFA 2024 & 2025 - Next Month Forecast Summary

Work Package	Next Month
2023 WP06 Sealed Network Repairs	Closeout complete – approvals under assessment.
2023 REPA Oorindi Culvert Works	Complete Wingwall/Headwall Formwork. Backfill and Reinststate Road. Anticipate completion prior to shut down.
2023 RFA Yorkshire Floodway	Due to mobilise on site 3 Dec 2025. Remove and replace existing culvert structure. Anticipate completion prior to shut down.
Julia Creek Concrete Works	Works at risk of not being completed prior to shut down. Discussion ongoing with contractor.
2024 WP01 SE	Garomna Pit operational. Yorkshire Road. Anticipate completion prior to shut down.
2024 WP02 S	Program complete.
2024 WP03 SW	Greenhills Pit operational. Oorindi Road. Anticipate completion prior to shut down.
2024 WP04 NW	Program Complete.
2024 WP05 NE	Byrnelm Pit operational. Euraba Road. Alisona Road – remaining sections. Malpas Trenton Road – remaining sections. Punchbowl Road – remaining sections. Anticipate completion prior to shut down.
2024 WP07 – Cooradine Road	Road Formation. Anticipate completion prior to shut down.
2024 WP06 – REPA – Sealed Network	Punchbowl Road. Oorindi Road. Julia Creek Taldora Road. Anticipate completion prior to shut down.
Etta Plains NRI	Works to commence 1 December 2025. Anticipate completion prior to shut down.
2025 Repa	Unsealed – approvals received. To tender in early 2026 for completion post wet season. Sealed – issued as Variation to 2024 WP06 REPA Contract. Anticipate completion prior to shut down.

Additional Notes: REPA works ongoing to program



Legal Implications:

Nil

Policy Implications:

Nil

Financial and Resource Implications:

As provided in the report

InfoXpert Document ID: 136086



5.2 Subject: 2024I REPA Works Quotation– Department of Transport and Main Roads (DTMR)
Attachments: Nil
Author: Director Engineering and Regulatory Services
Date: 1 December 2025

Executive Summary:

Council has been requested to price 2024I REPA (Restoration of Essential Public Assets) works on state-controlled roads within the McKinlay Shire for DTMR.

Recommendation:

That Council resolves to;

- a) Offer DTMR \$1,281,063.60 Ex GST for Council to undertake and manage the 2024I REPA original scope and;*
 - b) Authorise the Chief Executive Officer to engage Koppen Constructions for these works and negotiate and vary the engagement to encompass any scope changes.*
-

Background:

Council has been requested to price REPA works on state-controlled roads within the shire under DTMR's 2024I REPA Claim.

These works include stabilizing and sealing works on various sections within McKinlay Shire.

Council staff provided the DTMR scope to three (3) suppliers capable of undertaking the works under Preferred Supplier Arrangement (PSA) VP382241, which was still active at the time.

- Stabilised Pavements Australia
- Koppen Construction
- Durack Civil

Koppen Construction provided the best value for money pricing for the original scope. It is recommended that Council engage Koppen's and make an offer to DTMR to undertake the works.

It is also recommended that the Chief Executive Officer be authorized to negotiate and vary the engagement with Koppen's to allow for variations within the scope of works for DTMR.

Legal Implications:

Nil

Policy Implications:

Nil, engagement under established Preferred Supplier arrangements



Ordinary Meeting of Council Tuesday 9 December 2025

Financial and Resource Implications:

As provided in the report

InfoXpert Document ID: 136087



5.3 Subject: T2526007 and T2526010 - Register of Pre-qualified Supplier of Goods and Services
Attachment/s: 5.3.1 T2526007 and T2526010 – Evaluation Panel Recommendation Report
Author: Director of Engineering and Regulatory Services
Date: 3 December 2025

Executive Summary:

McKinlay Shire Council sought tenders for pre-qualified suppliers of goods and services, with the term starting from 1 December 2025 to 30 November 2027. The term may be extended by one year at the principal's discretion, and additional procurement processes may be undertaken during the term. Successful tenderers will not enter into a contract with the Council unless engaged for goods and/or services.

Recommendation:

1.1 That Council:

- (a) *accepts the recommendation of the evaluation panel;*
 - (b) *resolves to establish a list of 'Pre-qualified Supplier of goods and services' which includes the following entities*
 - (i) 360 Engineering Pty Ltd;
 - (ii) Arid To Oasis Solutions Pty Ltd;
 - (iii) Austek Pty Ltd;
 - (iv) G.J Crawford & M Rudolph T/as Crawford Colours Painting & Decorating;
 - (v) Crocker Rural Pty Ltd ATF the Crocker Rural Trust;
 - (vi) Data Right Pty Ltd;
 - (vii) Joe Armstrong Coffey;
 - (viii) KW Murphy Holdings T/A Julia Creek Hardware;
 - (ix) Macaroni Contractors Pty. Ltd.;
 - (x) Marwill Pty Ltd;
 - (xi) PLD Holdings Pty Ltd;
 - (xii) S.N. Gabbert Constructions Pty Ltd;
 - (xiii) Searle Plumbing Pty Ltd;
 - (xiv) Wattworx Pty Ltd; and
 - (xv) Woods Welding & Rural Contracting Pty Ltd.
 - (xvi) Blackform Contracting Pty Ltd;
 - (xvii) Durack Civil Pty Ltd;
 - (xviii) Eureka Water and Filtration;
 - (xix) J&D Contracting Australia Pty Ltd;
 - (xx) Neoferma Australia Pty Ltd; and
 - (xxi) Reece Australia Pty Ltd.
 - (c) resolves to undertake a refresh of the panel in August 2026.
-



Background:

Council's current Register of Pre-qualified suppliers for Goods and Services expired on the 30 November 2025.

Tenders were initially issued to the market on the 6 October 2025. Request for information closed at 5pm on the 20 October 2025 with the tenders closing 2pm 27 October 2025.

A second round of tenders were released on 11 November 2025. Request for information closed at 5pm on the 25 November 2025 with the tenders closing 2pm 2 December 2025. The new tender was for some Vendor Panel Marketplace categories that could not be selected for the last tender notification as there is a limit to the number that can be selected in the Vendor Panel system.

An evaluation panel comprising Cameron Scott (DERS), Lui Gottani (Works Manager), and Marissa Wise (PDM) considered the responses.

Compliance with procurement requirements included mandatory conformance checks, specifically related to submission formats and insurance certificates. Non-conforming tenderers identified included: Berms Trading Pty Ltd, Braille Tactile Signs, Allshelter Site Support Pty Ltd (T/as Ground Nurse®); Jenks Place Industries Pty Ltd Trading as NEOMAX, Meca Mechanical Pty Ltd, North West Logistics Terminal, RSEA, Teklus, Renick Holding Pty Ltd and KnB Fabrication Pty Ltd. Reasons for non-conformance included failure to submit responses in the required format, lack of insurance certificates, and unacceptable departures from tender documentation.

The Council adhered to the *Local Government Regulation 2012 (Qld)*, *Queensland Procurement Policy 2023*, and ethical and probity principles. Transparency, open competition, value for money, and fair dealing were integral to the evaluation process.

The evaluation panel finalised their recommendations through consensus, accepting 21 tenderers to the Register of Pre-qualified Suppliers.

Non-conforming tenderers were excluded due to significant failures in meeting mandatory requirements, such as improper submission formats or missing insurance documentation.

Tenders were received from the following entities in the first tender:

- (i) 360 Engineering Pty Ltd;
- (ii) Arid To Oasis Solutions Pty Ltd;
- (iii) Austek Pty Ltd;
- (iv) Berms Trading Pty Ltd;
- (v) Braille Tactile Signs;
- (vi) G.J Crawford & M Rudolph T/as Crawford Colours Painting & Decorating;
- (vii) Crocker Rural Pty Ltd ATF the Crocker Rural Trust;
- (viii) Data Right Pty Ltd;
- (ix) Allshelter Site Support Pty Ltd (T/as Ground Nurse®);
- (x) Jenks Place Industries Pty Ltd Trading as NEOMAX;
- (xi) Joe Armstrong Coffey;
- (xii) KW Murphy Holdings T/A Julia Creek Hardware;
- (xiii) Macaroni Contractors Pty. Ltd.;



- (i) Marwill Pty Ltd;
- (ii) Meca Mechanical Pty Ltd;
- (iii) North West Logistics Terminal;
- (iv) PLD Holdings Pty Ltd;
- (v) RSEA;
- (vi) S.N. Gabbert Constructions Pty Ltd;
- (vii) Searle Plumbing Pty Ltd;
- (viii) Teklus;
- (ix) Wattworx Pty Ltd; and
- (x) Woods Welding & Rural Contracting Pty Ltd.

Tenders were received from the following entities in the second tender:

- (xi) Blackform Contracting Pty Ltd;
- (xii) Durack Civil Pty Ltd;
- (xiii) Eureka Water and Filtration;
- (xiv) J&D Contracting Australia Pty Ltd;
- (xv) KnB Fabrication Pty Ltd;
- (xvi) Neoferma Australia Pty Ltd;
- (xvii) Reece Australia Pty Ltd; and
- (xviii) Renick Holding Pty Ltd.

The Evaluation Panel consisted of the following:

Name	Position/Company	Reason For selection
Cameron Scott (Chair)	Director of Engineering and Regulatory Services at McKinlay Shire Council	Councils' Executive Member responsible for delivery
Lui Gottani	Works Manager at McKinlay Shire Council	Council's Works Manager
Marissa Wise	Principal Program Manager at Project Delivery Managers	Engaged to Support MSC DRFA works

Each of the panel members has signed a declaration to ensure no conflict of interest.

The panel has assessed the conforming tenders in accordance with Council Procurement Policy.

Refer to Attachment 5.3.1: T2526007 and T2526010 – Evaluation Panel Recommendation Report.

Legal Implications:

Nil

Policy Implications:

Nil

Financial and Resource Implications:

As provided in the report.

InfoXpert Document ID: 136085

EVALUATION PANEL RECOMMENDATION REPORT

PRE-QUALIFIED SUPPLIERS OF GOODS AND SERVICES

REGISTER NO: T2526007 and T2526010

Contents

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Evaluation Panel Recommendation Report

1. RECOMMENDATION

1.1 That Council:

- (a) accepts the recommendation of the evaluation panel;
- (b) resolves to establish a list of 'Pre-qualified Supplier of goods and services' which includes the following entities:
 - (i) 360 Engineering Pty Ltd;
 - (ii) Arid To Oasis Solutions Pty Ltd;
 - (iii) Austek Pty Ltd;
 - (iv) G.J Crawford & M Rudolph T/as Crawford Colours Painting & Decorating;
 - (v) Crocker Rural Pty Ltd ATF the Crocker Rural Trust;
 - (vi) Data Right Pty Ltd;
 - (vii) Joe Armstrong Coffey;
 - (viii) KW Murphy Holdings T/A Julia Creek Hardware;
 - (ix) Macaroni Contractors Pty. Ltd.;
 - (x) Marwill Pty Ltd;
 - (xi) PLD Holdings Pty Ltd;
 - (xii) S.N. Gabbert Constructions Pty Ltd;
 - (xiii) Searle Plumbing Pty Ltd;
 - (xiv) Wattworx Pty Ltd; and
 - (xv) Woods Welding & Rural Contracting Pty Ltd.
 - (xvi) Blackform Contracting Pty Ltd;
 - (xvii) Durack Civil Pty Ltd;
 - (xviii) Eureka Water and Filtration;
 - (xix) J&D Contracting Australia Pty Ltd;
 - (xx) Neoferma Australia Pty Ltd; and
 - (xxi) Reece Australia Pty Ltd.
- (c) resolves to undertake a refresh of the panel in July 2026.

Evaluation Panel Recommendation Report

2. OVERVIEW OF PROCUREMENT PROCESS

- 2.1 McKinlay Shire Council ('Council') invited tenders from suitably qualified tenderers for selection as a pre-qualified supplier of goods and services.
- 2.2 Council intends for the appointment as a pre-qualified supplier to commence on 1.12.2025 and end on 30.11.2027 ('Term'). The Principal may extend the Term, at its discretion, for a further 12 months by giving written notice to successful Tenderers.
- 2.3 The Principal may also, during the Term, conduct a further procurement process to appoint other suppliers.
- 2.4 Successful tenderers will be selected as Pre-qualified Suppliers but will not be required to enter into a contract with Council unless and until the Pre-qualified Supplier is subsequently engaged by the Principal to provide goods and/or services pursuant to the register of Pre-qualified Suppliers.
- 2.5 If a Pre-qualified Supplier is so engaged, then unless otherwise expressly agreed in writing by the Principal and the Pre-qualified Supplier, that engagement will be governed by, and the Pre-qualified Supplier and the Principal will be bound to a contract comprising, the documents listed in clause 2.1 of the Principal's standard terms and conditions a copy of which was attached to the Request for Tender and identified as Part 4 – Standard T&Cs G&S.
- 2.6 Tenders were issued to the market on the 6 October 2025. Request for information closed on at 5pm on the 20 October 2025 with the tenders closing 2pm 27 October 2025.
- 2.7 A second round of tenders were released on 11 November 2025. Request for information closed at 5pm on the 25 November 2025 with the tenders closing 2pm 2 December 2025. The new tender was for some Vender Panel Marketplace categories that could not be selected for the last tender notification as there is a limit to the number that can be selected in the Vendor Panel system.
- 2.8 Council appointed an evaluation panel to consider the Responses comprising:

Name of evaluation panel member	Role
Cameron Scott (MSC, Director of Engineering and Regulatory Services)	Panel Chair
Lui Gottani (MSC, Works Manager)	Panel Member
Marissa Wise (Project Delivery Managers, Program Manager)	Panel Member

- 2.9 The Evaluation Panel's recommendation to exclude non-conforming tenderers from the Register of Pre-qualified Suppliers is legally sound and consistent with the principles of probity, fairness, and transparency. The Council's adherence to the sound contracting principles under section 104 of the *Local Government Act 2009 (Qld)* and the requirements of the *Local Government Regulation 2012 (Qld)* further supports the integrity of the procurement process.
- 2.10 The Council's actions demonstrate a commitment to ensuring that public funds are expended in a manner that achieves value for money, promotes open competition, and upholds ethical standards. The recommendation to establish the Register of Pre-qualified Suppliers, as outlined in the Evaluation Panel Recommendation Report, is legally defensible and aligns with the applicable legal and regulatory framework.
- 2.11 Key Issues arising from the process:
- (a) Compliance with Procurement Requirements: The Evaluation Panel conducted a conformance check to ensure that all tenderers met the mandatory requirements

Evaluation Panel Recommendation Report

outlined in the procurement documents. The following non-conformance issues were identified:

- **Failure to Submit Responses in the Required Format:** Several tenderers, including Berms Trading Pty Ltd, Braille Tactile Signs, Meca Mechanical Pty Ltd, RSEA, Teklus, and KnB Fabrication Pty Ltd, failed to submit their responses in the requested format (neither Part 6A nor 6B).
- **Failure to Provide Insurance Certificates:** Berms Trading Pty Ltd, Braille Tactile Signs, Meca Mechanical Pty Ltd, North West Logistics Terminal, RSEA, and Teklus failed to provide insurance certificates as required by tender Schedule B2 and repeated in Schedule F.
- **Unacceptable departures to the tender:** Allshelter Site Support Pty Ltd (T/as Ground Nurse®), Jenks Place Industries Pty Ltd Trading as NEOMAX and Renick Holding Pty Ltd tendered in categories that were not part of the tender scope. This constitutes a departure and is not acceptable.

The failure to meet these mandatory requirements constitutes a "fatal flaw" as per the procurement documents, justifying the exclusion of these tenderers from the Register of Pre-qualified Suppliers. This approach aligns with the principles of probity and fairness, as it ensures that all tenderers are evaluated on an equal footing and that the integrity of the procurement process is maintained.

- (b) Legal and Probity Considerations in the Procurement Process: The procurement process was conducted in compliance with the *Local Government Regulation 2012 (Qld)*, which allows local governments to establish a register of pre-qualified suppliers for medium-sized and large-sized contractual arrangements under specific conditions¹. The Council adhered to the following requirements:

- **Invitation to Tender:** The Council issued a public invitation to tender, ensuring open competition and compliance with the requirement to publish the invitation on its website for at least 21 days.
- **Evaluation Criteria:** The Council evaluated tenders based on criteria such as value for money, supplier capability, and environmental considerations, in line with the *Queensland Procurement Policy 2023*² and the *Queensland Government Supplier Code of Conduct Responding to state government approaches to market — Queensland*³.
- **Probity and Transparency:** The Council maintained the confidentiality of tender information, avoided conflicts of interest, and ensured that all mandatory requirements were observed, as required under the principles of probity.

The exclusion of non-conforming tenderers is consistent with the Council's obligation to act impartially and in the public interest, as outlined in the *Local Government Regulation 2012 (Qld)* and the Queensland procurement framework.

¹ (QLD) LOCAL GOVERNMENT REGULATION 2012 Division 3 Exceptions for medium-sized and large-sized contractual arrangements

² <https://www.forgov.qld.gov.au/finance-procurement-and-travel/procurement/procurement-resources/procurement-policies-and-frameworks/queensland-procurement-policy-2023>

³ <https://www.forgov.qld.gov.au/finance-procurement-and-travel/procurement/procurement-resources/search-for-procurement-policies-resources-tools-and-templates/queensland-government-supplier-code-of-conduct-2023>

Evaluation Panel Recommendation Report

3. RESPONSES RECEIVED

3.1 Responses were received from the Respondents identified in clause 3.2.

3.2 Tenders were received from the following entities in the first tender:

- (i) 360 Engineering Pty Ltd;
- (ii) Arid To Oasis Solutions Pty Ltd;
- (iii) Austek Pty Ltd;
- (iv) Berms Trading Pty Ltd;
- (v) Braille Tactile Signs;
- (vi) G.J Crawford & M Rudolph T/as Crawford Colours Painting & Decorating;
- (vii) Crocker Rural Pty Ltd ATF the Crocker Rural Trust;
- (viii) Data Right Pty Ltd;
- (ix) Allshelter Site Support Pty Ltd (T/as Ground Nurse®);
- (x) Jenks Place Industries Pty Ltd Trading as NEOMAX;
- (xi) Joe Armstrong Coffey;
- (xii) KW Murphy Holdings T/A Julia Creek Hardware;
- (xiii) Macaroni Contractors Pty. Ltd.;
- (xiv) Marwill Pty Ltd;
- (xv) Meca Mechanical Pty Ltd;
- (xvi) North West Logistics Terminal;
- (xvii) PLD Holdings Pty Ltd;
- (xviii) RSEA;
- (xix) S.N. Gabbert Constructions Pty Ltd;
- (xx) Searle Plumbing Pty Ltd;
- (xxi) Teklus;
- (xxii) Wattworx Pty Ltd; and
- (xxiii) Woods Welding & Rural Contracting Pty Ltd.

3.3 Tenders were received from the following entities in the second tender:

- (i) Blackform Contracting Pty Ltd;
- (ii) Durack Civil Pty Ltd;
- (iii) Eureka Water and Filtration;

Evaluation Panel Recommendation Report

- (iv) J&D Contracting Australia Pty Ltd;
- (v) KnB Fabrication Pty Ltd;
- (vi) Neoferma Australia Pty Ltd;
- (vii) Reece Australia Pty Ltd; and
- (viii) Renick Holding Pty Ltd.

4. CONFORMANCE CHECK

4.1 Responses were checked for conformance against the requirements of the procurement documents. The following items were assessed as a fatal flaw:

- (i) Did not respond in the required format;
- (ii) Inadequate insurance/failure to provide insurance; and
- (iii) Unacceptable departures to the tender.

as assessed by the Evaluation Panel.

4.2 The following tenderers did not pass the conformance check:

- (i) **Berms Trading Pty Ltd:** The tenderer did not submit a response in the requested format (neither Part 6A nor 6B). They did not provide insurance certificates as requested by tender Schedule B2 and repeated in Schedule F.
- (ii) **Braille Tactile Signs:** The tenderer did not submit a response in the requested format (neither Part 6A nor 6B). They did not provide insurance certificates as requested by tender Schedule B2 and repeated in Schedule F.
- (iii) **Allshelter Site Support Pty Ltd (T/as Ground Nurse®):** The tenderer nominated goods and services in categories that were not part of the tender scope. This constitutes a departure and is not acceptable.
- (iv) **Jenks Place Industries Pty Ltd Trading as NEOMAX:** The tenderer nominated goods and services in categories that were not part of the tender scope. This constitutes a departure and is not acceptable.
- (v) **Meca Mechanical Pty Ltd:** The tenderer did not submit a response in the requested format (neither Part 6A nor 6B). They did not provide insurance certificates as requested by tender Schedule B2 and repeated in Schedule F.
- (vi) **North West Logistics Terminal:** They did not provide insurance certificates as requested by tender Schedule B2 and repeated in Schedule F.
- (vii) **RSEA:** The tenderer did not submit a response in the requested format (neither Part 6A nor 6B). They did not provide insurance certificates as requested by tender Schedule B2 and repeated in Schedule F.
- (viii) **Teklus:** The tenderer did not submit a response in the requested format (neither Part 6A nor 6B). They did not provide insurance certificates as requested by tender Schedule B2 and repeated in Schedule F.
- (ix) **KnB Fabrication Pty Ltd:** The tenderer did not submit a response in the requested format (neither Part 6A nor 6B).

Evaluation Panel Recommendation Report

- (x) **Renick Holding Pty Ltd:** The tenderer nominated goods and services in categories that were not part of the tender scope. This constitutes a departure and is not acceptable.

5. EVALUATION

- 5.1 In selecting the successful Respondent, the Evaluation Panel had regard to the sound contracting principles described in section 104 of the *Local Government Act 2009* (Qld) as follows:

Principle	How regard was had to it
Value for money	Council conducted an open tender process to establish a Register of Prequalified Supplier. A tender was then let to all those registered. The assessment included both price and non-price criteria.
Open and effective competition	Council conducted a tender process through the Register of Prequalified Suppliers and did not include terms which would restrict competition.
The development of competitive local business and industry	Council assessed the contribution of the Respondent to the development of competitive local business and industry as an evaluation criteria
Environmental protection	Council assessed the Respondent's environmental management systems as part of an evaluation criteria
Ethical behaviour and fair dealing	Council conducted the process consistently with the principles of probity

- 5.2 There were no tenders received for the category of 'Catering'.

- 5.3 Evaluation Panel members met to discuss the Responses and agree a consensus outcome of the evaluation. The consensus outcome of the evaluation process was:

Respondent	RECOMMENDATION
360 Engineering Pty Ltd	Accepted
Arid To Oasis Solutions Pty Ltd	Accepted
Austek Pty Ltd	Accepted
Berms Trading Pty Ltd	Not accepted
Braille Tactile Signs	Not accepted
G.J Crawford & M Rudolph T/as Crawford Colours Painting & Decorating	Accepted
Crocker Rural Pty Ltd ATF the Crocker Rural Trust	Accepted
Data Right Pty Ltd	Accepted
Allshelter Site Support Pty Ltd (T/as Ground Nurse®)	Not accepted
Jenks Place Industries Pty Ltd Trading as NEOMAX	Not accepted
Joe Armstrong Coffey	Accepted
KW Murphy Holdings T/A Julia Creek Hardware	Accepted
Macaroni Contractors Pty. Ltd	Accepted

Evaluation Panel Recommendation Report

Respondent	RECOMMENDATION
Marwill Pty Ltd	Accepted
Meca Mechanical Pty Ltd	Not accepted
North West Logistics Terminal	Not accepted
PLD Holdings Pty Ltd	Accepted
RSEA	Not accepted
S.N. Gabbert Constructions Pty Ltd	Accepted
Searle Plumbing Pty Ltd	Accepted
Teklus	Not accepted
Wattworx Pty Ltd	Accepted
Woods Welding & Rural Contracting Pty Ltd	Accepted
Blackform Contracting Pty Ltd	Accepted
Durack Civil Pty Ltd	Accepted
Eureka Water and Filtration	Accepted
J&D Contracting Australia Pty Ltd	Accepted
KnB Fabrication Pty Ltd	Not accepted
Neoferma Australia Pty Ltd	Accepted
Reece Australia Pty Ltd	Accepted
Renick Holding Pty Ltd	Not accepted

5.4 The Register of prequalified suppliers of goods and services is provided at Attachment A.

Evaluation Panel Recommendation Report

6. RECOMMENDED RESPONSE

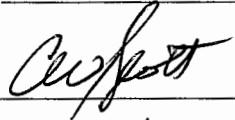
6.1 The evaluation panel recommends that Council award Pre-qualified Supplier status to the following entities:

- (i) 360 Engineering Pty Ltd;
- (ii) Arid To Oasis Solutions Pty Ltd;
- (iii) Austek Pty Ltd;
- (iv) G.J Crawford & M Rudolph T/as Crawford Colours Painting & Decorating;
- (v) Crocker Rural Pty Ltd ATF the Crocker Rural Trust;
- (vi) Data Right Pty Ltd;
- (vii) Joe Armstrong Coffey;
- (viii) KW Murphy Holdings T/A Julia Creek Hardware;
- (ix) Macaroni Contractors Pty. Ltd.;
- (x) Marwill Pty Ltd;
- (xi) PLD Holdings Pty Ltd;
- (xii) S.N. Gabbert Constructions Pty Ltd;
- (xiii) Searle Plumbing Pty Ltd;
- (xiv) Wattworx Pty Ltd; and
- (xv) Woods Welding & Rural Contracting Pty Ltd.
- (xvi) Blackform Contracting Pty Ltd;
- (xvii) Durack Civil Pty Ltd;
- (xviii) Eureka Water and Filtration;
- (xix) J&D Contracting Australia Pty Ltd;
- (xx) Neoferma Australia Pty Ltd; and
- (xxi) Reece Australia Pty Ltd.

Executed by the Evaluation Panel

Name: Cameron Scott

Signature:



Date:

3/12/2025

Name: Lui Gottani

Signature:

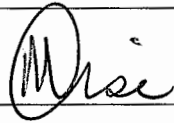


Date:

3/12/2025

Name: Marissa Wise

Signature:



Date:

3.12.2025



6.o ENVIRONMENTAL & REGULATORY SERVICES



6.1 Subject: Environmental and Regulatory Services Report – November 2025

Author: Environmental and Regulatory Services Team Leader

Attachments: Nil

Date: 1 December 2025

Executive Summary:

This report outlines the general activities, revenue and expenditure for the Environmental and Regulatory Services Department for the period November 2025.

Recommendation:

That Council receives the November 2025 Environmental and Regulatory Services Department Report.

Background:

This report outlines the general activities of the department for the month of November 2025 and provides an update on projects.

Consultation: (Internal/External)

Director Engineering and Regulatory Services, Local Laws Officer, Water and Sewerage Officer, Ranger, Builder and Finance Officer.

Legal Implications:

Nil

Policy Implications:

Nil

Financial and Resource Implications:

As provided in the report.

InfoXpert Document ID: 136084



1 – Refuse Collection and Disposal

1.1 - Budget

		Actual	Budget
ENVIRO1.1	3100 - Refuse Collection Revenue	\$72,911	\$132,729
ENVIRO1.2	3100 - Kerbside Rubbish Collection Expenditure	\$36,150	\$117,500
ENVIRO1.3	3110 - Refuse Disposal Revenue	\$28,525	\$53,011
ENVIRO1.4	3110 - Refuse Disposal Operational Costs	\$21,491	\$90,000

1.2 - Report

Julia Creek Waste Facility

The following works continued during the month of November:

- Regular pushing and covering of household rubbish section (Skip bins to McIntyre park for races)
- Continuing preparation for the implementation of new general waste pit (Sub-Contractor by T's Plant Hire & Crocker Rural)

Inspected and checked the Kynuna, Nelia, and McKinlay landfills.

2 – Environmental Health Services

2.1 – Budget

		Actual	Budget
ENVIRO2.1	3000 - Environmental Licence Fees (Revenue)	\$741	\$2,000
ENVIRO2.2	3000 - Environmental Health Services	\$124,224	\$404,000

2.2 – Report

Water and Sewage Monitoring

Julia Creek Water Scheme

Nil issues reported. Fluoride levels for the month were:

- Julia Creek Lions Park: 2.89 mg/L
- Coyne Street Depot: 2.85 mg/L

Nelia and Kynuna Bores

Manganese levels were as follows (note: Kynuna filtration removes manganese before reticulation):

- Nelia: 0.12 mg/L
- Kynuna Bore: 0.19 mg/L

Kynuna Water Scheme – 31 October 2025

A bore pump fault impacted the water supply. Actions taken:

- Boil water alert and water restrictions issued via social media and doorknocking.
- Emergency water supply activated from the ground storage tank.
- Daily site inspections until 3 November 2025.
- Two Colilert samples collected daily (31 Oct–3 Nov), all negative.
- NATA sample collected on 3 Nov, returned negative on 5 Nov.
- Bore pump replaced and Pressure Pump No. 2 repaired.



Incident reported to the Water Regulator, and the investigation has also been completed.

McKinlay Water Scheme – 14 November 2025

An E. coli detection (1 CFU/100 mL) was reported in the monthly NATA sample. Actions taken:

- Boil water alert issued via social media and doorknocking.
- Reticulation network flushed and new test point installed.
- Colilert and confirmatory NATA samples collected, all negative.

This constitutes non-compliance, reducing the rolling 12-month compliance average below 98%. Additional sampling will be undertaken, and the incident reported to the Water Regulator.

Other Matters

- Quotations are being sourced for Kynuna bore relining.
- A flow meter is required on the Kynuna bore water pump; quotation completed to monitor pump operation.

2.3 - Food Safety

There were 2 food safety recalls for the month of November - Nil affecting local stores.

Letters were issued to the following businesses in Julia Creek, McKinlay, Kynuna and Nelia regarding the new seafood origin labelling requirements (AIM Model), which must be implemented by 1 July 2026.

- The Blue Heeler Hotel Kynuna
- Kynuna Roadhouse
- Julia Creek Roadhouse
- Julia Creek Foodmart
- Godiers Supermarket
- Drovers Dog Hotel
- Corrinas Cafe & Bakery
- Gallery @ Nelia
- Walkabout Creek Hotel

2.4 – Aerodrome

- Mowing and slashing carried out; runway lights and surrounding grass were mowed and treated with poison.
- Fuel checks conducted on the Rex aircraft.
- “Parking Clearance” wording painted, and parking clearance signage installed at the fuel bowser.

3 – Local Laws Administration

3.1 – Budget

		Actual	Budget
ENVIRO3.1	3210 - Animal Registration Fees	\$6,171	\$5,000
ENVIRO3.2	3210 - Fines & Penalties – Animal Control	\$220	\$500
ENVIRO3.3	3210 - Animal Boarding	\$7,140	\$18,500
ENVIRO3.4	3210 - Local Law Administration	\$45,509	\$182,000

3.2 - Report

A summary of activities for Local Laws and Animal Control is outlined in Table 1 below:



Table 1 - Local Laws and Animal Control

Activity	Number / Details
Impounding's and infringement notices issued	0
Euthanized/Destroyed/Rehomed	0
Verbal/Written/Official warnings issued	0/1/0-Dog Barking
Complaints received	0
Dog Boarding	9
Removal of Dead Animals	7
Trapping Locations & Results	0
Compliance Notices (Untidy Allotments) issued	0
SPER Infringement Fines issued	0
Commercial Use of Road Permits issued	0

The old house at 28 Hickman St is to be pulled down in December 2025.

4 – Noxious Weeds and Pest Control

4.1 – Budget

		Actual	Budget
ENVIRO4.1	3220 – Pest Plant & Animal Control Funding	\$0	\$0
ENVIRO4.2	3220 – Truck Washdown Bay Revenue	\$11,141	\$26,000
ENVIRO4.3	3220 – Dingo Baits (Revenue)	\$318	\$1,000
ENVIRO4.4	3220 – Feral Pig Baits (Revenue)	\$0	\$1,000
ENVIRO4.5	3220 – Pest Animal Rural Landowners Fees	\$34,301	\$78,874
ENVIRO4.6	3220 – Pest Plant Control Program Exp	\$114,401	\$215,000
ENVIRO4.7	3230 – Pest Animal Control Program Exp	\$47,371	\$100,000

4.2 – Report

Pest Animal Control – Baiting Program

- Boxes were treated for Singapore ants in the fairy lights on the tree in Burke Street, Julia Creek
- Ranger has attended Pest Task Force meeting with southern gulf catchment (NRM)
- Four (4) Dingo scalps received

Pest - Plant

- Roadside spraying is ongoing, conducted by road crew members.
- Completed some pallet (Graslan) treatment on Stock routes and Combo Road.

Washdown Bay Facility

- Pumps inspected
- Drains cleaned



5 – Livestock Operations

5.1 – Budget

		Actual	Budget
ENVIRO5.1	3235 – Livestock Facility Capital Grant	\$20,000	\$0
ENVIRO5.2	3235 – Livestock Weighing Revenue	\$42,511	\$50,000
ENVIRO5.3	3235 – Livestock Yard fees	\$36,260	\$29,000
ENVIRO5.4	3235 – Livestock Cattle Train Loading Revenue	\$0	\$8,000
ENVIRO5.5	3235 – Livestock Operational Costs	\$55,688	\$131,000

5.2 – Report

Julia Creek Livestock Facility

- Routine cleaning and ongoing maintenance carried out.
- Cattle activities:
 - 459 head of cattle scanned
 - 507 head of cattle weighed
 - 517 head of cattle processed (spelling/tagging)
 - 374 head of cattle loaded
- Maintenance and repairs undertaken:
 - Repaired broken gate hinges and chains
 - Fixed leaking troughs
 - Replaced broken cleats in DIP Crush
 - Repaired dents in DIP drain pens

6 – Stock Routes and Reserves

6.1 – Budget

		Actual	Budget
ENVIRO6.2	3300 – Stock Route –Recoverable works (Revenue)	\$0	\$0
ENVIRO6.3	3300 – Stock Route – Permit /Water fees	\$455	\$9,500
ENVIRO6.4	3300 – Trustee Lease Fees (Revenue)	\$105,111	\$245,000
ENVIRO6.5	3300 – Reserves Agistment Fees (Revenue)	\$8,447	\$18,500
ENVIRO6.6	3300 – Permit to occupy – revenue	\$0	\$0
ENVIRO6.7	3300 – Precept expenses	\$20,771	\$20,000
ENVIRO6.8	3300 – Stock route Maintenance	\$45,999	\$113,000
ENVIRO6.9	3300 – Reserves Expenses	\$3,713	\$46,000

6.2 – Report

Stock Routes/ Reserves

- General inspections were conducted.
- Longford pad has been constructed for new tanks, which have been ordered under capital works.
- Cremona stock route work is scheduled to be completed by mid-December under capital works.
- 1080 Yard Shed: Roof and walls were repaired/renewed under insurance from last year.



6.3 – Cemeteries

Nil

6.3.1 – Budget

		Actual	Budget
ENVIRO6.9	3400 – Cemeteries	\$20,335	\$52,500

7 – Work Program (Workcamp)

7.1 – Budget

		Actual	Budget
ENVIRO7.1	3600 – Work Program	\$16,384	\$44,500

7.2 – Report

General duties/ Activities were conducted as follows throughout November by Community Group McKinlay Shire Council

Community Group / McKinlay Shire Council	Activity
McKinlay Shire Council	Workshop - Assisted with general workshop duties
McKinlay Shire Council	Plumbing – Assisted the Water Officer with irrigation pipeline installation and tree planting at the STP
McKinlay Shire Council	Saleyards/Loading Area Mowing/whipper snipping, cleaning and repairs
McKinlay Shire Council	RV Park -Made and installed new posts
McKinlay Shire Council	Mcintyre Park, Airport runway & Pony Club - Mowing/whipper snipping
Julia Creek State School	Mowing and whipper snipping carried out, and new trees planted with a watering system installed.
Julia Creek Turf Club	Pressure-cleaned stables and bar area, erected the marquee tent roof, and assisted with race day setup
Julia Creek Lions Ladies	Clean-up activities carried out

8 – Housing, FRB and Community Centre

8.1 – Budget

			Actual	Budget
ENVIRO9.1	3810-1150	3810 - Council Housing - Capital Grant	\$0	\$0
ENVIRO9.2	3810-1300	3810 - Council Property / Staff Housing Program Rev	\$91,622	\$185,000
ENVIRO9.3	3810-1301	3810 - Council Property / Subdivision Blocks Rent	\$573	\$1,000
ENVIRO9.4	3810-1302	3810 - Council Property / Subdivision Blocks outgoings	\$0	\$1,000
ENVIRO9.5	3810-2300	3810 - Council Property / Staff Housing Program Exp	\$196,147	\$389,000
ENVIRO9.6	3810-2310	3810 - Council Property / Subdivision Exp	\$2,788	\$2,000



8.2 - Council Properties / Staff Housing

Council Property / Staff Housing activities and works for the month are detailed in the table below:

Activity	Details
Properties Available	79 Coyne Street (3-Bedroom) & Unit 17 Church Lane (2 units- Bedroom)
Tenancies	Nil
Remedy Breach	Nil

8.2.1 Building/Maintenance Activities carried out – Council Properties/Staff Housing

The table below lists repairs and maintenance at Council houses and properties for November 2025,

Council Houses / Properties	Details
4 Amberly Drive	<ul style="list-style-type: none"> Fixed broken hinge on cupboard door. Rear screen door roller has been ordered and will be installed once received. Repair carried out on washing machine water pump; pump reset.
4B Shaw Street	<ul style="list-style-type: none"> Shade cover on the outer window was ripped and noted for repair Empty gas bottles were replaced.
Swimming Pool	<ul style="list-style-type: none"> Repaired leak in the disabled toilet by replacing the knee pipe. Applied temporary sealant to the men's urinal leak; long-term repair will require TIG welding or ceramic replacement. Replaced missing flush buttons on the toilet next to the urinal to fix continuous flow
Racetrack Toilets	<ul style="list-style-type: none"> Resolved leak in the ladies' ambulant toilet (caused by a dead frog). Fixed running issue in the men's middle toilet by removing a cistern additive that was jamming the mechanism.
Cultural Workshop	<ul style="list-style-type: none"> New window quotation is in progress -Front of workshop
77 Coyne Street	<ul style="list-style-type: none"> Replaced broken showerhead in spare bathroom.
SES Shed, Julia Creek	<ul style="list-style-type: none"> Fixed electrical issue with air conditioner and intermittent lighting.

Pest control has been completed at all Council houses and properties across Julia Creek, McKinlay, Kynuna, and Nelia by Mount Isa Pest Control.

Air conditioner cleaning is currently in progress at all Council houses and properties across Julia Creek, McKinlay, Kynuna, and Nelia by M.E.Z Air Conditioning.

Gutter cleaning in the stormwater pipe is currently underway at all Council houses and properties across Julia Creek, McKinlay, Kynuna, and Nelia

Routine visual inspections completed for all parks and playgrounds in the McKinlay Shire Council region.



8.3 Old Normanton Road Units

Housing activities for the month of October are detailed in the Table Below:

Activity	Details
Properties available	Nil
New tenancies	Nil
Finalised tenancies	Nil
Remedy Breach issued	Nil
Notice to Leave issued	Nil
Notes/Repairs	Pest control has been completed, and air conditioner cleaning is currently in progress.

8.4 - Seniors Living Units / Father Bill Community Centre

8.4 - Budget

		Actual	Budget
ENVIRO10.4	3820 - Community Centre Hire Fees	\$2,009	\$3,500
ENVIRO10.5	3820 - FRB Centre Rent	\$14,817	\$45,000
ENVIRO10.6	3820 - FRB Units & Community Centre Operational Costs	\$24,777	\$101,000

Seniors Living Units / Father Bill Community Centre

Seniors Living Units and FB Community Centre activities for the month are detailed in the Table below:

Activity	Details
Units Available for Rent	Three units are available (Unit 3,7 & 8)
New Tenancies	Nil
Finalised Tenancies	Nil
Remedy Breach issued	Nil
Notice to Leave issued	Nil
Notes/Repairs	Installation of smoke alarms has been completed in all units
Father Bill Centre	Nil

Pest control has been completed, and air conditioner cleaning is currently in progress.

9 – Land and Building Development

9.1 – Budget

		Actual	Budget
ENVIRO11.1	3900 - Revenue	\$1,551	\$6,000
ENVIRO11.2	3900 - Town Planning Program	\$791	\$21,000



9.2 - Report

Regulatory Services, Land and Building Development

Matter	Status
McKinlay Landfill	Matters with the State awaiting invoicing
Lot 2 K3718 – Land beside water reserve Kynuna	Matters still with the State awaiting finalisation

10 – Water and Sewage

10.1 – Budget

		Actual	Budget
1800-2200	Operational costs - Julia Creek water	\$81,009	\$200,000
1810-2200	Operational costs - McKinlay water	\$10,491	\$30,000
1820-2200	Operational costs - Kynuna water	\$32,307	\$70,000
1830-2200	Operational costs - Nelia water	\$1,986	\$12,000
1900-2200	Operational costs - Julia Creek Sewage	\$164,439	\$290,000

10.2 - Report

Plumbing

- Monthly water sampling is in line with Councils DWQMP all schemes.
- Monthly visual checks conducted on the bore/storage tanks and Maintenance work for Tower bore pump
- Carried out water testing - Private Works (1 No.).
- Water and Sewerage officer has attended the Hazops Meeting in Brisbane for inlet screen project.
- The Environmental and Regulatory Services Team Leader and the Water and Sewerage Officer attended an online meeting with the new Water Regulatory Officer.
- The Environmental and Regulatory Services Team Leader and the Water and Sewerage Officer attended the Water Supply Regulation Workshop in Julia Creek.

Sewerage

- Routine monitoring of scheme, measuring of pond levels and in-house sampling carried out
- Monthly sewage testing carried out
- Daily checks and maintenance of STP and SPS
- Installation of a new irrigation pipeline has been completed at the sewage treatment plant, and tree planting has been carried out in the surrounding areas.
- Installed new UVT sensor and UV bulbs at the STP
- Rectified safety issues at the STP.
- Assisted Stantec by providing information and diagnosing issues with Colilert tests for the DWQMP
- Diagnosed and repaired a fault in the sewer pit pump at McIntyre Racecourse house



11 – Local Disaster Management

11.1 – Budget

		Actual	Budget
ENVIRO12.1	2760 - SES Grants	\$0	\$21,267
ENVIRO12.2	2760 – SES Capital Grants	\$0	\$0
ENVIRO12.2	2760 - Natural Disaster Grants	\$648	\$6,102
ENVIRO12.3	2760 - Disaster Management Operational Costs	\$11,614	\$36,000

11.2 – Report

Nil Events to report for the November 2025 period.



7.0 COMMUNITY SERVICES



Ordinary Meeting of Council Tuesday 9th December

Subject: 7.1 Community Services Monthly Report

Attachments: Nil

Author: Community Services Team Leader

Executive Summary:

Council is presented with the monthly Community Services report, which provides an overview of the operations for the month: **November 2025**.

Recommendation:

That Council receives the Community Services monthly report for November 2025.

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

Julia Creek Caravan Park

Typically, another quiet month at the Caravan Park for tourists, however accommodation for workers in the cabins and twin-single units were relatively consistent. A few capital works projects were completed, with the car park slab for the PWD completed resulting in the receipt of final building certification. Accompanying this was the addition of a range of new irrigation systems across the powered camping areas in conjunction with the NWMP funding. The remaining slabs for the existing caravan sites will also be completed in early December. We will be welcoming back Chris and Anita Reed as Managers from early December through to March.

JC Caravan Park Revenues November 2025

Type of service	SEPTEMBER revenue (inc GST)	Total	OCTOBER revenue (inc GST)	Total	NOVEMBER revenue (inc GST)	Total
Twin Single Units	\$7,035		\$4,655		\$6,460	
Powered Sites	\$28,289.60		\$8,863		\$5,330	
Self-Contained Cabins	\$17,950		\$17,120		\$16,710	
Unpowered Sites	\$2,524		\$1,180		\$540	
Sub Total	\$55,798.60		\$31,818		\$29,040	
Artesian Baths incl. salts	\$15,599		\$5,132		\$3,142	
McIntyre Park						
Laundry	\$615		\$427			
Calculated Total	\$72,012.60		\$37,377		\$32,182	

JC Caravan Park Occupancy by Category November 2025

Type of Service	% Occupancy
Twin Single Units	53%
Cabin – 4 berth	82%
Cabin – 6 berth	63%
Cabin – Accessible	3%
Unpowered site	25%
Powered Caravan site	17%
Powered camp site	1%



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JC Caravan Park Artesian Bathhouse Usage November 2025

Type of Service	Number of bookings
Boundary Rider Huts	7
Replica Rainwater Tank Bathhouses	34

Library & Funeral Services

All regular Friday Library and visits from the Early Learning Centre continued throughout the month along with a book exchange providing new books available for borrowing. Friday Library activities have now concluded as the end of the school year is fast approaching and the children celebrated with special Christmas treats and activities. An audit of Library membership has also been completed with non-active members removed from our catalogue.

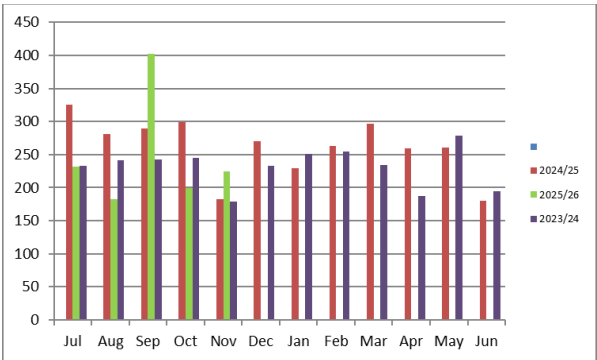
JC Library Memberships November 2025

Type of Membership	Total Membership
Adult	258
Junior	48
Institutions	2
Online	3

JC Library Services Provided November 2025

Services Provided	Total Amount
Reservations satisfied	7
Requests for books	20

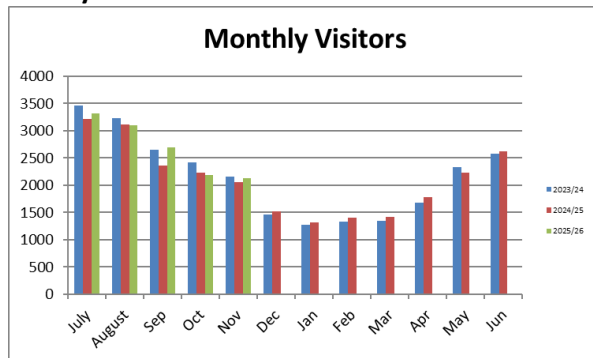
Library Loans November 2025





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Library Visitors November 2025



Tourism

Total Visitor Numbers for November 2025

There were 76 visitors to the Julia Creek Visitor Information Centre in November 2025 compared with 160 in November 2024.

Total Locals November 2025

There was a total of 20 local visitors to the Julia Creek Visitor Information Centre in November 2025 compared with 47 in November 2024

Beneath the Creek Entries November 2025

There was a total of 16 attendees at the Dunnart Feeding Experience in November 2025 compared with 20 in November 2024

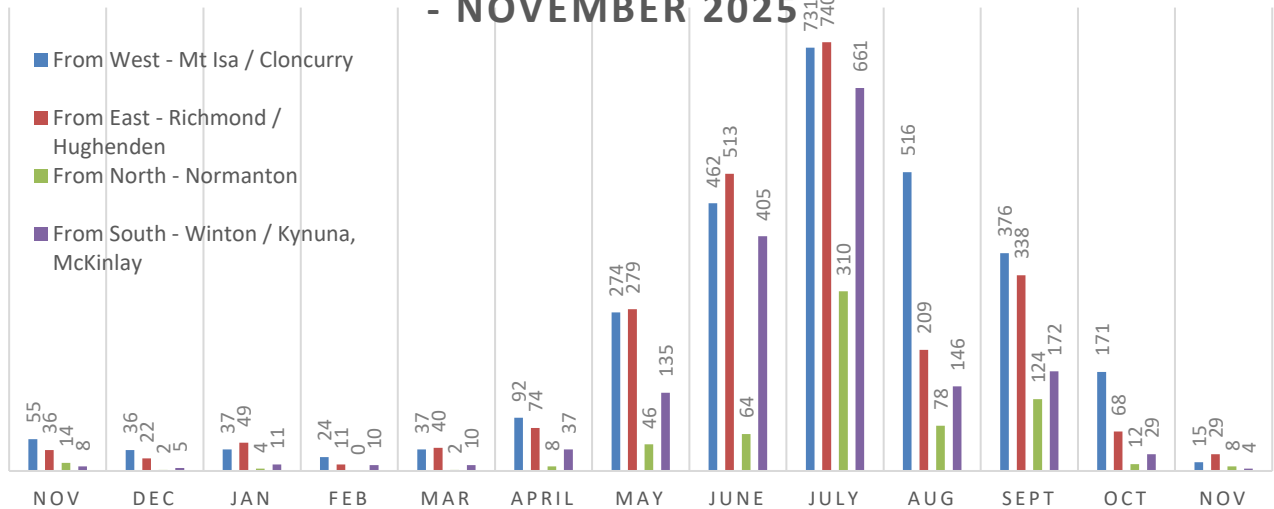
Virtual Reality Mustering Experiences November 2025

There was a total of 3 attendees who experienced the Virtual Reality Muster in November 2025.



Ordinary Meeting of Council Tuesday 9th December
North-West Regional Statistics for November 2025

NORTH-WEST REGIONAL STATISTICS NOVEMBER 2024 - NOVEMBER 2025



RV Site Permits November 2025

There were 2 RV Site permits issued in November 2025 compared with 2 in November 2024.

Social Media Figures November 2025

	Facebook Page Followers			Instagram Followers		
	Mckinlay Shire Council	Julia Creek VIC	Caravan Park	Mckinlay Shire Council	Julia Creek VIC	Caravan Park
November 1	10,209	6,349	9,575	1,200	4,060	1,453
November 30	10,213	6,372	9,585	1,201	4,058	1,460

Julia Creek Early Learning Centre

Achievements

- Our centre Christmas party was very successful, choosing to hold it earlier in the term to not interfere with community celebrations.
- Our enrolment numbers have increased
- Trainee potentially coming on board in 2026
- Director to be rostered off floor for risk assessments and preparation for the new build



Ordinary Meeting of Council Tuesday 9th December

Challenges / Issues for consideration

- As numbers grow and families requesting more days we are finding it difficult to keep up with limited staffing

Projects update

- Occupancy has been granted for the new centre and now in the process of fine tuning, procedures and policies to ensure they align with new centre.

Occupancy

	Utilisation/Capacity	Waiting List	Occupancy %
Babies	62/80	2	77.50%
Toddlers	131/100	0	131%
Kindy	144/260	0	88.2%

Sport & Recreation

After School Activity:

The After School Activity (Term 4) started on 14th October 2025 and continued until 27th November 2025, taking place on Tuesday, Wednesday, and Thursday. For this month, around 149 children participated in the After School Activity (Term 4), and a total of approximately 196 children participated overall for Term 4.

School Holiday Activity:

School Holiday Activities have been planned, and the program is scheduled to run for two weeks in December (8th–19th December) and two weeks in January (12th–23rd January). Activities include pool day, game day, Lego, board games, arts and crafts, etc.

ELC Activities:

This month, activities were conducted with children from the Early Learning Centre, engaging them in sports activities at the indoor sports centre mostly on Tuesday and Wednesday. Each session runs for one hour starting at 10 a.m. and focuses on developing their gross motor skills, including running, jumping, catching, throwing, and kicking.

Daren Ginns Centre (Gym):

Regularly performing maintenance and checks in the gym, vacuuming the floor when required, checking the Tunstall alarm weekly, and ensuring all equipment is safe to use. Any issues are



Ordinary Meeting of Council Tuesday 9th December reported to the Team Leader, Community Services. For this month, the average daily attendance is 12, with 92 active members recorded in November.

Library:

Have continued to walk the school children to the library from school (Term 4) during the afternoons (after-school hours) on Fridays.

Swimming Carnival & Swimming Lessons:

Assisted the school with the swimming carnival on 28th November and supported the school during swimming lessons throughout the month of November.

Julia Creek Swimming Pool

ENTRIES	SWIMMERS
ADULT ENTRY	109
CHID ENTRY	130
CARAVAN PARK TOKENS	
ADULT ENTRY	47
CHILD ENTRY	19
COUNCIL STAFF ACCESS	
ADULT ENTRY	12
CHILD ENTRY	20
SCHOOL HOLIDAY PROGRAM	0
SEASON / FAMILY PASS	
ADULT	2
CHILD	0
J/C SWIMMING CLUB	0
J/C STATE SCHOOL	116
AFTER SCHOOL CARE	86
SWIM LESSONS / PROGRAMS	26
TOTAL SWIMMERS	567

Kirrtech Pools will be returning from December 8th – 17th to undertake the additional works as approved at the November Council Meeting. This will result in disruptions to the use of the toddler pool and splash pad during this period. The new dosing system and pumps are all working efficiently and providing a good water quality for users.

Community Health

CHSP Clients	Occasions of Service	Time Spent (hrs)
Nursing Care	12	6.75
Personal Care	--	--



Ordinary Meeting of Council Tuesday 9th December

Other	--	--
TOTAL	12	6.75

Non-CHSP Clients	Occasions of Service	Time Spent (hrs)
Nursing Care	2	1.25
Other	--	--
Other	--	--
TOTAL	2	1.25

TRANSPORTS	Number of one-way journeys
CHSP Clients	2
Non-CHSP Clients	0
TOTAL	2

Meetings
MDT @ MPHS x1; Jen Perkins from Outback Futures x1
Health Promotion
Supported Hearing Australia visit to JC by ensuring clients aware of their appointment times
General Business
Show Day Public Holiday taken 04/11/2025 then Community Nurse on leave 12/11/25-30/11/25. Ergo this report reflective of only x6 working days

CHSP – Commonwealth Home Support Program

Events and Activities

Regular CHSP activities are continuing with Monday games and Wednesday games and luncheon for clients, as well shopping and other transport where required. Clients also attended the Lions Ladies annual Christmas luncheon and enjoyed a great day of activities and getting into the festive spirit. Council's CHSP Coordinator and Community Services Team Leader visited Hughenden to meet with their Council CHSP team and gain valuable insights into the new Aged Care Reforms. Following on with the new Aged Care Reforms, Council has been successful in receiving support through Rural, Remote and First Nations Aged Care Service Development Assistance Panel (SDAP). SDAP provides free professional support to aged care service providers located in rural and remote areas or who provide care to First Nations peoples. It aims to help providers in 3 main areas – provider capacity and support, sector development and infrastructure project management. We have been notified that our consultant assigned to help us is Enkindle Consulting and will commence working with us in December.

Statistics October 2025

CHSP currently have a total of **17** clients.

Service Offered	Number of Clients
Transport	28 Two-way trips
Social Support	24 Visits



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Personal Care	0 visits
Counselling/Support, Information and advocacy (client)	5 hours
Shopping	4 trips
GAMES	15 attended (3 sessions)
Luncheon	24 Attended (5 sessions)
Meals on Wheels	0 meals delivered
Community Nurse Visits	40 visits
Home Maintenance	16 lawns mowed 8 clients
Domestic Assistance	5 clients 20 visits
Pub Lunch	24 clients 5 sessions
Clients Transported for Doctors Appointments	0 CHSP clients

Consultation: Consultation with Corporate & Community Services Director

Legal Implications: Nil

Policy Implications: Nil

Financial and Resource Implications: Nil

InfoXpert Document ID: 136083



Ordinary Meeting of Council Tuesday 9th December 2025

7.2 Subject: 2026 Julia Creek Dirt & Dust Festival Support
Attachments: Nil
Author: Director Corporate & Community Services
Date: 1st December 2025

Executive Summary:

Council has received correspondence from the Julia Creek Dirt and Dust Festival as a formal request of sponsorship for the 2026 event. The request is for \$10,000 cash and \$15,000 in-kind support. Council is presented with the request for consideration and review.

Recommendation:

That Council approve sponsorship of the 2026 Julia Creek Dirt & Dust Festival being \$10,000 cash and \$15,000 in-kind support.

Background:

Council has long supported the annual Julia Creek Dirt & Dust Festival by means of cash and in-kind support to assist the organisation with hosting their annual events. The committee has worked hard to rejuvenate the festival over the past four years with new and exciting features that received large amounts of media exposure and high visitation to Julia Creek. In 2025, the festival had to be postponed from April to August due to late rain the region experienced.

Event data provided by the committee shows the event had 2,307 individuals attend the event. This injected a total of \$612,520 direct and incremental expenditure into the McKinlay Shire.

Council has previously supported the event yearly with a contribution of \$10,000 cash and \$15,000 in-kind over recent years. The 2026 event will be a significant milestone for the event where they will celebrate 30 years of the iconic Outback event. The 2026 event is scheduled to be held from the 17th – 19th April 2026. 2026 will see the addition of a community focused fun day on the Sunday with free entry for local, live entertainment, novelty events, raffles and children's amusement rides. is scheduled from April 11 – 13 with the organisation also looking at the addition of Trade Stalls Thursday afternoon and hosting the children's adventure run on Friday afternoon as opposed to Saturday morning to hopefully entice local families on stations to be able to participate and stay around for the Friday evening festivities.

Consultation:

The Dirt & Dust Festival committee

Legal Implications: N/A

Policy Implications: The group have complied with the requirements of the community grants policy, including the provision of public liability insurance and audited financial statements.



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Financial and Resource Implications:

Council annually sets aside budget allocations for sponsorship and donations for distribution to local community groups upon application to provide financial and in-kind support.

InfoXpert Document ID: 136082



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7.3 Subject: Julia Creek Early Learning Centre Fees
Attachments: Nil
Author: Director Corporate and Community Services
Date: 2 December 2025

Executive Summary:

Council is presented with a review of the fees for the Julia Creek Early Learning Centre, with a proposal to increase the fees effective from 1 January 2026.

Recommendation:

That Council increase the daily attendance fee of the Julia Creek Early Learning Centre from \$110.00 per day per child to \$124.00 per day per child, the Temporary Reduced Operating Hours (i.e. when Centre only open from 8.30am to 2.30pm) increase from \$85.00 per day per child to \$87.00 per day per child, increase the late fee of \$1.00 per minute to \$5.00 per minute and remove the sessional kinder and the half day enrolment eligibility effective from 1st January 2026.

Further, that a Holiday fee be offered at a 20% reduction of the full daily fee eligible for a maximum of 4 weeks per annum (calendar year) per child and a Term Fee be introduced at \$5 per child per term.

Background:

The fees are currently set at \$110.00 per child for a full day, \$85.00 per child for a half day and \$90.00 per session for sessional kinder. The fee increase will first and foremost ensure that the Centre remains sustainable and continues to remain open, providing a vital and necessary service to the community. Noting that the fees did not increase in 2025, fees have been the same for two years. The introduction of the term fee is to cover consumables such as sunscreen, mosquito repellant, tissues and the like.

The proposal is to reduce the eligibility of the Holiday Half Gap to be a 20% reduction of the full fee and remain eligible for a maximum of four weeks per child per calendar year. Proposal is to remove the half day fee and the sessional kinder fee as to only accept full day enrolments.

The fee increase will help to cover the costs of employing a minimum of four qualified Educators, with one being Bachelor qualified at a minimum. Additionally, a trainee plus casuals as required. This is provided we can fulfil the positions.

The increase will allow for greater resources, as well as contributing to professional development opportunities, ensuring that the Educators at Julia Creek ELC are up to date with current knowledge and information in the Early Childhood sector as stipulated in our governing regulation, this in turn



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will provide greater opportunities for the children to grow, learn and have the best start for future learning.

Consultation:

Centre Director.

A letter will be sent to all current families immediately after a decision is made by Council regarding the fees and other changes regarding the application of the fees.

Policy Implications:

This fee will be included in the Centre's Fees and Payments Policy and will be amended in the Council Fees & Charges Schedule on approval.

Financial and Resource Implications:

The increase will ensure that the service remains sustainable and that it remains a service that can be offered to the community.

InfoXpert Document ID: 136081



8.0 CORPORATE SERVICES



8.1 Subject: Corporate Services November 2025 Report

Attachments: Nil

Author: Director Corporate & Community Services

Executive Summary:

The Corporate Services Report as of 30 November 2025 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 November 2025.

Report:

The Corporate Services Report compares actual performance to date with the Council's 2025/2026 Budget and provides information, budget variances or any financial risks/concerns.

Financial information provided in this report is:

1. Summary of the Statement of Comprehensive Income (Profit & Loss Sheet) provides the total revenue versus expenditure which gives the operating result.
2. Statement of Financial Position (the Balance Sheet) "bottom line" discloses the Net Community Equity of Council, which represents its wealth as measured by a dollar value of its asset less liabilities.
3. Statement of Cash Flows indicates where Council's cash came from and where it was spent.
4. Summary by function provides the total year to date revenue and expenditure for each Department of Council.
5. Summary of year to date expenditure for the Capital Works program.
6. Outstanding balances for rates and debtors.

Income Statement Variances/Comments:



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INCOME STATEMENT SUMMARY

	Actuals	Variance	YTD Budget	Full Year Budget
Total Income	31,042,410	141%	22,077,939	52,987,053
Total Expenses	(7,860,277)	104%	(7,554,243)	(18,130,182)
Net Result	23,182,133	160%	14,523,696	34,856,871
Less Capital Revenue	22,280,158	187%	11,901,329	28,563,189
Operating Result (excl. Capital Revenue)	\$ 901,975	34%	\$ 2,622,368	\$ 6,293,682

STATEMENT OF FINANCIAL POSITION

	2026 Actuals	2025 Actuals
Current Assets	46,672,033	52,744,664
Total Non-Current Assets	310,048,386	265,986,005
Total Assets	356,720,419	318,730,669
Total Current Liabilities	8,377,220	3,201,338
Total Non-Current Liabilities	168,627	220,817
Total Liabilities	8,545,847	3,422,155
Net Community Assets	\$ 348,174,572	\$ 315,308,514
<u>Community Equity</u>		
Asset Revaluation Surplus	99,673,547	99,673,547
Retained Surplus	248,401,026	225,218,893
Total Community Equity	\$ 348,174,573	\$ 324,992,440

STATEMENT OF CASH FLOWS

	2025/26 Actuals	2024/25 Actuals
Cash Flows from Operating Activities	(3,338,007)	24,692,405
Receipts, Payments & Interest Received		
Borrowing Costs		
Cash Flows From Investing Activities	(271,172)	(3,066,935)
Payments and Proceeds for PPE		
Capital Income		
Cash Flows from Financing Activities	-	-
Loan Payments		
Net increase (decrease) in cash held	(3,609,179)	21,625,470
Cash at beginning of the financial year	41,098,176	19,472,706
Cash at the end of the period	\$ 37,488,997	\$ 41,098,176



Summary By Departments						
Department	Revenue			Expenditure		
	Actuals	%	Budget	Actuals	%	Budget
Infrastructure & Works	24,566,028	59%	41,762,722	3,867,364	35%	11,191,700
Governance & Partnerships	-	0%	-	434,120	40%	1,078,779
Corporate Services	4,847,593	28%	17,358,362	816,207	35%	2,304,801
Economic Development	234,800	84%	280,500	371,439	32%	1,145,650
Community Services	1,089,413	56%	1,961,578	1,842,272	42%	4,393,628
Health Safety & Development	16,471	28%	59,369	182,139	28%	643,000
Environmental Management	260,323	46%	565,614	345,121	48%	723,500
	31,014,627	50%	61,988,145	7,858,662	37%	21,481,058

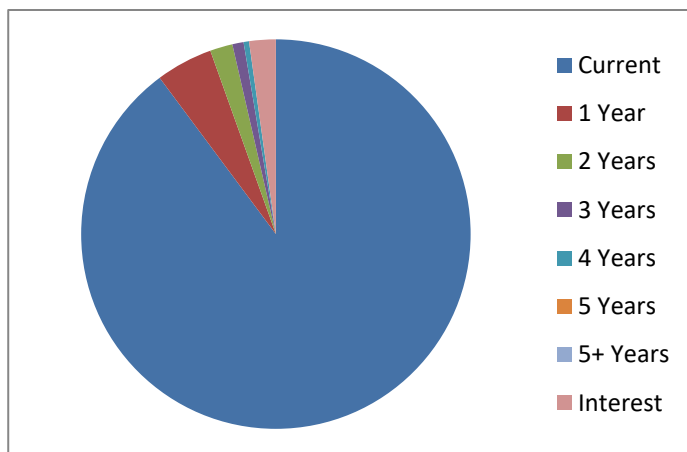
Capital Works Program 2025-2026 Version 1.0

		Adopted Budget 2025- 26		
Infrastructure & Works	Actuals		Grants/Other	Comments
Roads	\$6,776,493.73	\$46,398,419	\$45,730,250	
Wastewater	\$0	\$1,600,000	\$700,000	
Water	\$0	\$700,000	\$0	
Transport	\$202,437	\$1,759,957	\$1,759,957	
Other	\$347,893	\$1,850,000	\$0	
Subtotal	\$7,326,823	\$52,308,376	\$48,190,207	
Environmental Management			Grants/Other	Comments
Reserves	\$35,385	\$410,000	\$208,882	
Subtotal	\$35,385	\$410,000	\$208,882	
Community Services & Facilities			Grants/Other	Comments
Community Buildings & Other Structures	\$824,277	\$1,086,473	\$498,473	
Parks & Gardens	\$10,658	\$100,000	\$0	
Council Housing	\$1,111,570	\$4,599,500	\$1,400,000	
Subtotal	\$1,946,505	\$5,785,973	\$1,898,473	
Corporate Services			Grants/Other	Comments
Corporate Buildings & Other Structures	\$207,311	\$426,000	\$0	
Other	\$22,861	\$40,000	\$0	
Economic Development	\$0	\$0	\$0	
Subtotal	\$230,172	\$466,000	\$0	
Total	\$9,538,885	\$58,970,349	\$50,297,561	



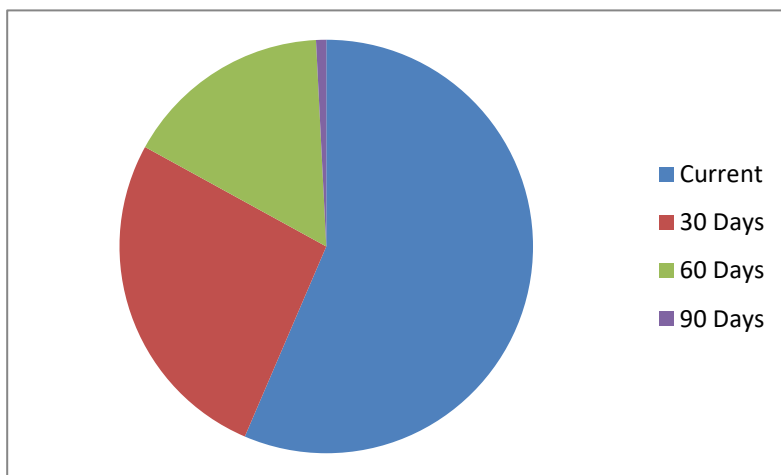
Outstanding Rates

	Nov-25	Oct-25
Current	12,390	109,825
1 Year	5,689	5,767
2 Years	2,289	2,289
3 Years	1,141	1,141
4 Years	555	555
5 Years	-	-
5+ Years	-	-
Interest	2,693	2,696
Total	24,758	122,273



Outstanding Debtors

Total	1,345,295
Current	759,385
30 Days	357,072
60 Days	218,173
90 Days	10,665





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Comments:

Consultation:

Legal Implications:

Policy Implications:

Financial and Resource Implications:

InfoXpert Document ID: 136091



9.0 CHIEF EXECUTIVE OFFICER



Ordinary Meeting of Council Tuesday 9th December 2025

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

Attachments: NIL

Author: CEO

Date: 4th December 2025

Executive Summary:

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

Recommendation:

That Council receive and note the report from the Chief Executive Officer for the period ending 4th December 2025 except where amended or varied by separate resolution of Council.

1. Meetings with External Organizations in December

The Mayor, Councilors and Acting CEO (Ms. Tenneil Cody) met with staff from Transport and Main Roads on December 2 to provide feedback for the Regional Aviation Engagement Session. The Mayor and Acting CEO attended the NWQROC meeting in Hughenden on December 3&4. The Mayor and Acting CEO will attend the DDMG virtually on December 5. The Mayor, Deputy Mayor and CEO will attend a meeting of the CAN on December 11. The Mayor, Councilors and CEO will meet with representatives from the Rural Doctors Foundation on December 11.

Recommendation:

For Council Information

2. Provision of Allied Health Services by Outback Futures

McKinlay Shire Council and Outback Futures have partnered to provide allied health services to the McKinlay Shire community since 2024. The partnership allowed allied health appointments to community members for a \$20 fee. The cost to council for this service was approximately \$125,000 which was funded by Council. The Outback Futures model provides 4 community visits during the year and telehealth services at other times.

It is recommended that McKinlay Shire Council enter into an agreement with Outback Futures for the continued provision of allied health services in 2026 and provide funding of up to \$125,000 for this to occur. Further, that the community contribution fee be increased from \$20.00 to \$25.00.

Recommendation:

Council approves the CEO to enter into an agreement with Outback Futures to provide allied health services to McKinlay Shire residents for 2026 for a budgeted amount of up to \$125,000.



Ordinary Meeting of Council Tuesday 9th December 2025

Policy/Legislative:

LG Act 2009 & LG Regulation 2012

Policies

Awards

Operational Financial and Resource Implications:

To be further advised

Consultation and engagement:

Councillors

Directors

Relevant Council staff

External agencies

InfoXpert Document ID: 136079



Ordinary Meeting of Council Tuesday 9th December 2025

9.2 Subject: Council Meeting Dates 2026
Attachments: Public Notice of 2025 Council Meeting Dates
Author: Director Corporate & Community Services
Date: 28 November 2025

Executive Summary:

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 2026.

Meetings will be held in the Julia Creek Civic Centre Boardroom, 29 Burke Street Julia Creek QLD 4823. All meetings will commence at 8:30am, unless otherwise notified.

The proposed dates for Briefing and Ordinary Meetings of Council for 2026 are as follows:

BRIEFING MEETINGS

	No January Meeting
Tuesday	3 February 2026
Tuesday	3 March 2026
Tuesday	7 April 2026
Tuesday	5 May 2026
Tuesday	2 June 2026
Tuesday	7 July 2026
Tuesday	4 August 2026
Tuesday	1 September 2026
Tuesday	6 October 2026
Tuesday	3 November 2026
Tuesday	No December Meeting

ORDINARY MEETINGS OF COUNCIL

Tuesday	20 January 2026
Tuesday	17 February 2026
Tuesday	17 March 2026
Tuesday	21 April 2026
Tuesday	19 May 2026
Tuesday	16 June 2026
Tuesday	21 July 2026
Tuesday	18 August 2026
Tuesday	15 September 2026
Tuesday	13 October 2026
Tuesday	17 November 2026
Tuesday	8 December 2026



Ordinary Meeting of Council Tuesday 9th December 2025

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 2026 Ordinary Meetings of Council will be:

BRIEFING MEETINGS

	No January Meeting
Tuesday	3 February 2026
Tuesday	3 March 2026
Tuesday	7 April 2026
Tuesday	5 May 2026
Tuesday	2 June 2026
Tuesday	7 July 2026
Tuesday	4 August 2026
Tuesday	1 September 2026
Tuesday	6 October 2026
Tuesday	3 November 2026
Tuesday	No December Meeting

ORDINARY MEETINGS OF COUNCIL

Tuesday	20 January 2026
Tuesday	17 February 2026
Tuesday	17 March 2026
Tuesday	21 April 2026
Tuesday	19 May 2026
Tuesday	16 June 2026
Tuesday	21 July 2026
Tuesday	18 August 2026
Tuesday	15 September 2026
Tuesday	13 October 2026
Tuesday	17 November 2026
Tuesday	8 December 2026

Background:

Council resolved to hold Ordinary Council Meetings on a monthly basis and that the meetings would be held on the third Tuesday of the month. In addition, Council have also incorporated a Briefing Meeting each month which is generally held the first Tuesday of the month.

Comments:

January Briefing

With the proposed January Briefing occurring so close to the festive season holidays, there is the potential for a number of absences. It is recommended that Council dispense with the January Briefing with the first meeting for next year start with Ordinary Council Meeting on 20th January 2026.

October Ordinary Meeting

With the LGAQ conference scheduled for the third week of October it is recommended to move the October Ordinary meeting to the second Tuesday of the month, being 13th October 2026.

December Briefing & Ordinary Meeting

With the proposed December Ordinary Meeting occurring so close to the festive season holidays, there is the potential to move the Ordinary Meeting forward one week and dispense with the December Briefing. Hold the December Ordinary Meeting of Council on Tuesday 8th December 2026

Consultation:

Chief Executive Officer

Legislative:



Ordinary Meeting of Council Tuesday 9th December 2025

Policy Implications:

Financial and Resource Implications:

InfoXpert Document ID: 136080



10. WORKPLACE HEALTH AND SAFETY



10.1 Subject: WHS Monthly Report – November 2025

Attachments: Nil

Author: Workplace Health and Safety Advisor

Date: 09 December 2025

Executive Summary:

This report has been further developed and outlines Work Health and Safety performance results and actions for the period of November 2025.

Recommendation:

That Council receives the December 2025 WHS Report.

Background:

This report outlines the Work Health and Safety performance results and actions for the period of November 2025.

There has been increased efforts in the safety system project which is improving organisational compliance. Key Highlights include:

- Continual improvement of safety system project
- Drug and Alcohol testing completed on Corporate Services department

Key Safety Metrics:

Key safety metrics for November 2025 are tabled below:

Across the organisation, Key team leaders are further capturing data to expand on this report for future months.

Metric	This Month	Last Month	Year-to-Date (YTD)
Total Work Hours	6,252.15	7,177.28	N/A
Number of Incidents	1	6	63
Lost Time Injuries (LTI)	0	1	3
Near Misses Reported	0	0	17
Safety Training Sessions	9	9	N/A
Staff Well Being (Gym & Pool visits)	48/12	45/10	N/A



Equipment Breakdowns - By measuring the number of equipment breakdowns and creating a goal to improve this number, you affect both safety and production. Often when critical equipment breaks down, there's a loss of activity.

	This Month	Last Month
Total Number of items of plant & machinery	46	46
Total Number of items of plant & machinery that are not operational for the month (ie off the road/not operational)	11 or 23 %	11 or 23%
Total Number of Workdays not operational for the Month	N/A	N/A
Total Number of run hours for the Month (Total off all plant & machinery run hour metres)	No accurate Data as Data Fuel has been down since June	No accurate Data as Data Fuel has been down since June

Fleet Safety (Collisions/incidents per million km driven) - This KPI measures the number of collisions or accidents that occur per million kilometres driven by an organisation's fleet of vehicles. It's an important KPI because it provides insight into the safety performance of an organisation's vehicle fleet, which can help prevent accidents and injuries. By tracking this safety KPI, organizations can identify areas where they may need to improve their fleet safety policies and procedures, such as driver training or maintenance schedules. Plus, reducing the number of collisions per million kilometres driven can help to reduce costs associated with vehicle repairs, insurance claims, and lost productivity.

	This Month	Last Month
Total Number of light fleet items for the month	42	42
Total number of collisions/incidents with light fleet items for the month	0	0
Total Number of km's of all light fleet for the month	No accurate Data as Data Fuel has been down since June	No accurate Data as Data Fuel has been down since June

Summary of Incidents

- Employee fell down a hole in the Lawn at Father Bill and injured knee – Workcamp went down to mow found further holes.

Hazards

There have been 47 hazards reported for the month of November as a result from recent hazard inspection the HSR committee has been undertaking, and from these 47, 2 have been closed with corrective actions. Improvements in workers communication of hazards during prestart meetings has been evident, inclusive of, general discussions and planning of the execution of corrective actions during prestart meetings for the duration of November.



Workplace Safety Activities

23/31 Actions from the LGW audit report are complete, the other items continue to progress with a number becoming continual improvement items in business-as-usual operations. Summary of safety system activities across the organisation completed during the month is detailed below:

- Safety Culture and Leadership – Councils Management team will further develop the monthly action report on key elements of safety Leadership, Engagement, redesign and self-awareness. This will be further developed with the executive team and direct reports over the next quarter.
- Staff Licenses, Tickets and competencies – Working with HR on processes to capture and update Record to ensure compliance.
- Workplace Safety Committee – the third meeting for 2025 was postponed due to staff being away this will be rescheduled in the coming weeks.
- Depot Lighting Upgrades – Complete
- Safe Work Method Statements (SWMS) – Identified as required and developed, we have prioritised numerous SWMS to have revised by the work crews, some of which were nonexistent and the HSRs required the Matrix's to be changed/simplified.
- Staff Immunisations – working with Human Resources on reviewing and updating staff needs and records for Immunisations – eg. Q Fever, Hepatitis A & B.
- Further reviewing and updating of the hazardous substance register for the entire organisation.
- Corporate Safety Risk Register has been further developed and is a work in progress.
- Development of Contractor Management Safety Procedures

Training and Compliance

- Plant and machinery competencies– scoping documentation has been discussed with regional training provider and an option analysis is being undertaken. This Training will ensure council's risks are well managed with competent operators, assist in growing capabilities, assist with utilisation of plant & machinery at controlled cost to upgrade the MSC training needs analysis.
- Proposal presented to the Executive Team to consider the presentation by an industry recognised subject matter expert to facilitate due diligence virtual training to MSC Management and Supervision.
- Quotes have been sourced and training dates being organized - has started take place and is being scheduled to align with MSC needs.

Budget & Resourcing

The Workplace Health and Safety Budget for the month of is within operational tolerances refer to revenue and expenditure table below:

PROGRAM	REVENUE			EXPENDITURE		
	Actuals	%	Budget	Actuals	%	Budget
3700 WP. HEALTH & SAFETY		0%	\$ -	\$ 119,888	35%	\$ 340,000

Currently there are no additional requests for budget as part of continual improvement projects.



Next Month Focus and Forward Work

Next Month's work Effort will include:

- KPIs Development – further grow capture mechanism for maturing reporting – e.g. Collecting fleet data from the GPS systems.
- Health and safety Committee convened on the 11th September 2025.
- Handover of further safety updated procedures & SWMS to go operational with Review
- Plant and machinery competency Training (Works Manager and WHS Officer working to finalise a date and training provider)
- The continued review of the Organisational Risk Register.
- Field inspections and audits.

Consultation: (internal/External)

Directors, Managers, Supervisors

Legal Implications:

Nil

Policy Implications:

Nil

Financial and Resource Implications:

As provided in the report.

InfoXpert Document ID: 136092



Ordinary Meeting of Council Tuesday 9th December 2025

11. GENERAL BUSINESS



Ordinary Meeting of Council Tuesday 9th December 2025

12. CLOSE