



MCKINLAY SHIRE COUNCIL

UNCONFIRMED MINUTES

OF THE

ORDINARY MEETING OF COUNCIL

HELD AT THE

BOARDROOM, CIVIC CENTRE
JULIA CREEK

20th May 2025

ORDER OF BUSINESS

1. Opening
2. Attendance
3. Declaration of Conflict of Interest
4. Confirmation of Minutes
- 4.1 Confirmation of Minutes of Ordinary Meeting 15th April 2025
- 4.2 Confirmation of Minutes of Special Meeting 6th May 2025
5. **ENGINEERING SERVICES REPORT**
 - 5.1 Engineering Services Monthly Report
6. **ENVIRONMENTAL & REGULATORY SERVICES REPORT**
 - 6.1 Environmental and Regulatory Services Monthly Report April 2025
 - 6.2 Development application - Reconfiguration of Lot 99 on SP247177
 - 6.3 Development Application – 17 Church Lane Julia Creek
7. **COMMUNITY SERVICES REPORT**
 - 7.1 Community Services Monthly Report April 2025
 - 7.2 Community Grants Policy
 - 7.3 Julia Creek Caravan Park Bookings and Cancellations Policy
 - 7.4 Regional Arts Development Fund – Quick Response Application
8. **CORPORATE SERVICES REPORT**
 - 8.1 Corporate Services Report April 2025
 - 8.2 Council to CEO – Delegations Register – All Legislation/Registers
 - 8.3 Enterprise Risk Management Policy
 - 8.4 Risk Management Policy
 - 8.5 Enterprise Risk Management Framework
 - 8.6 Strategic Risk Register
 - 8.7 Corporate Plan 2025 – 2030
 - 8.8 Revenue Policy 2025-2026
 - 8.9 Fraud Management
9. **CHIEF EXECUTIVE OFFICERS REPORT**
 - 9.1 CEO Report to Council Meeting April 2025
10. **WORKPLACE HEALTH AND SAFETY**
 - 10.1 WHS&R Report April 2025
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. S Royes, Cr. L Spreadborough ,Cr. J Lynch ,Cr. F Malone

Staff:

Chief Executive Officer, Mr. Trevor Williams

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

Director of Corporate and Community Services, Ms. Tenneil Cody

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

Others:

Ms Jodi Hamilton, Department of Local Government, Water and Volunteers

Ms Andrea Lee, Department of Local Government, Water and Volunteers

2.1 Appointments:

10:30am Dirt & Dust Committee

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 April 2025 be confirmed.

RECOMMENDATION

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

Resolution No. 186 /2425

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

Moved

Cr F. Malone

Seconded

Cr J. Lynch

CARRIED 5/0

4.2 Confirmation of Minutes

Confirmation of Minutes of the Special Meeting of Council held on the 6th May2025 be confirmed.

Resolution No. 187 /2425

| | | | |
|-------|-------------|----------|---------------------|
| Moved | Cr S. Royes | Seconded | Cr L. Spreadborough |
|-------|-------------|----------|---------------------|

5. ENGINEERING REPORT

RECOMMENDATION

Resolution No. 188/2425

| | | | |
|-------|---------------------|----------|------------|
| Moved | Cr L. Spreadborough | Seconded | Cr J.Lynch |
|-------|---------------------|----------|------------|

6. ENVIROMENTAL AND REGULATORY SERVICES

RECOMMENDATION

Resolution No. 189/2425

| | | | |
|-------|-------------|----------|--------------|
| Moved | Cr S. Royes | Seconded | Cr F. Malone |
|-------|-------------|----------|--------------|

4

6.2 Development application - Reconfiguration of Lot 99 on SP247177

This report addresses a Development application by McKinlay Shire Council for the reconfiguration of Lot 99 Sunset Street, Julia Creek QLD 4823

Legal Property Description: Lot 99 on SP247177

File Number: MSC - DA003-25-PR

RECOMMENDATION

That Council resolves to approve Development Application no MSC - DA003-25-PR for the subdivision of Lot 99 on SP247177.

Resolution No. 190/2425

Council resolves to approve Development Application no MSC - DA003-25-PR for the subdivision of Lot 99 on SP247177.

Moved

Cr J. Lynch

Seconded

Cr L. Spreadborough

CARRIED 5/0

6.3 Development Application – 17 Church Lane Julia Creek

This report addresses a Development application by McKinlay Shire Council for the reconfiguration of Lot 17 Church Lane, Julia Creek QLD 4823.

Legal Property Description: Lot 17 on EN 35

File Number: MSC - DA002-25-PR

RECOMMENDATION

That Council resolves to approve Development Application Number MSC - DA002-25-PR for the subdivision of Lot 17 on EN35.

Resolution No. 191/2425

Council resolves to approve Development Application Number MSC - DA002-25-PR for the subdivision of Lot 17 on EN35.

Moved

Cr S. Royes

Seconded

Cr F. Malone

CARRIED 5/0

7. COMMUNITY SERVICES REPORT**7.1 Community Services Monthly Report**

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

RECOMMENDATION

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

Resolution 192/2425

Council receives the Community Services monthly report for April 2025.

Moved Cr L. Spreadborough Seconded Cr S. Royes

CARRIED 5/0

7.2 Community Grants Policy

Council approved and implemented the Community Grants Policy v5.1 in October 2024. This policy has been reviewed, updated, and presented to Council for adoption.

RECOMMENDATION

That Council adopt the updated Community Grants Policy v5.2.

Resolution 193/2425

Council adopts the updated Community Grants Policy v5.2.

Moved Cr L. Spreadborough Seconded Cr J. Lynch

CARRIED 5/0

7.3 Caravan Park Bookings Terms and Conditions Policy

Council approved and implemented the Caravan Park Bookings Terms and Conditions Policy v3.1 in October 2024. This policy has been reviewed, updated, and presented to Council for adoption.

RECOMMENDATION

That Council adopt the updated Caravan Park Bookings Terms and Conditions Policy v3.2.

Resolution 194/2425

Council adopts the updated Caravan Park Bookings Terms and Conditions Policy v3.2

Moved Cr F. Malone Seconded Cr L. Spreadborough

CARRIED 5/0

7.4 Regional Arts Development Fund – Quick Response Application

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

- McKinlay Shire Council presents George's Marvellous Medicine by Shake & Stir Theatre Co. - \$3,300

RECOMMENDATION

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

- *McKinlay Shire Council presents George's Marvellous Medicine by Shake & Stir Theatre Co. - \$3,300*

Resolution 195/2425

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

- McKinlay Shire Council presents George's Marvellous Medicine by Shake & Stir Theatre Co. - \$3,300

Moved

Cr S. Royes

Seconded

Cr J. Lynch

CARRIED 5/0

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

The Corporate Services Report as of 30th April 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 30th April 2025.

Resolution No. 196/2425

Council receives the monthly Corporate Services Report for the period ending 30th April 2025.

Moved

Cr J. Lynch

Seconded

Cr L. Spreadborough

CARRIED 5/0

8.2 Council to CEO – Delegations Register – All Legislation/Registers

In accordance with the provisions of the Local Government Act 2009 and Local Government Regulation 2012 council must maintain a Delegations Register.

RECOMMENDATION

That Council adopt the Council to CEO Delegations Register as presented in the Officer's Report.

Resolution No. 197/2425

Council adopts the Council to CEO Delegations Register as presented in the Officer's Report.

Moved

Cr S. Royes

Seconded

Cr J. Fegan

CARRIED 5/0

8.3 Enterprise Risk Management Policy

In accordance with the principles of good risk management the Enterprise Risk Management Policy was recently reviewed and updated and is now presented to Council for consideration and formal adoption..

RECOMMENDATION

That Council adopt the Enterprise Risk Management Policy as presented in the Officer's Report.

Resolution No. 198/2425

Council adopts the Enterprise Risk Management Policy as presented in the Officer's Report.

Cr J. Lynch

Cr L. Spreadborough

CARRIED 5/0

8.4 Risk Management Policy

In accordance with the principles of good risk management the Risk Management Policy was recently reviewed and updated and is now presented to Council for consideration and formal adoption.

RECOMMENDATION

That Council adopt the Risk Management Policy as presented in the Officer's Report.

Resolution No. 199/2425

Council adopts the Risk Management Policy as presented in the Officer's Report.

Cr S. Royes

Cr F. Malone

CARRIED 5/0

8.5 Enterprise Risk Management Framework

In accordance with the principles of good risk management the Enterprise Risk Management Framework was recently reviewed and updated and is now presented to Council for consideration and formal adoption.

RECOMMENDATION

That Council adopt the Enterprise Risk Management Framework as presented in the Officer's Report.

Resolution No. 200/2425

Council adopts the Enterprise Risk Management Framework as presented in the Officer's Report.

Cr J. Lynch

Cr S. Royes

CARRIED 5/0

8.6 Strategic Risk Register

In accordance with the principles of good risk management, the Strategic Risk Register was recently reviewed and updated and is now presented to Council for consideration and formal adoption.

RECOMMENDATION

That Council adopt the Strategic Risk Register as presented in the Officer's Report.

Resolution No. 201/2425

Council adopts the Strategic Risk Register as presented in the Officer's Report.

Moved Cr L. Spreadborough

Seconded Cr J. Lynch

CARRIED 5/0

8.7 Corporate Plan 2025-2030

In accordance with the provisions of the Local Government Act 2009 and Local Government Regulation 2012 council must adopt a five-year Corporate Plan.

RECOMMENDATION

That Council adopt the McKinlay Shire Corporate Plan 2025-2030 as presented in the Officer's Report.

Resolution No. 202/2425

Council adopts the McKinlay Shire Corporate Plan 2025-2030 as presented in the Officer's Report.

Moved Cr J. Fegan

Seconded Cr F. Malone

CARRIED 5/0

8.8 Revenue Policy 2025-2026

In accordance with the provisions of the Local Government Act 2009 and Local Government Regulation 2012 council must adopt a Revenue Policy for the Financial Year.

RECOMMENDATION

That Council adopt the Revenue Policy 2025-2026 as presented in the Officer's Report.

Resolution No. 203/2425

Council adopts the Revenue Policy 2025-2026 as presented in the Officer's Report.

Moved Cr J. Lynch

Seconded Cr L. Spreadborough

CARRIED 5/0

8.9 Fraud Management

Council is presented with Fraud Policy, Fraud Control Plan, Fraud Risk Assessment Procedure, Fraud Monitoring and Evaluation Procedure, Fraud Allegation Reporting Form, Fraud Investigation Tracking Form and the Fraud Investigation Procedure which will assist Council to prevent and detect fraud in the organisation.

RECOMMENDATION

That Council adopts the Fraud Policy, Fraud Control Plan, Fraud Risk Assessment Procedure, Fraud Monitoring and Evaluation Procedure, Fraud Allegation Reporting Form, Fraud Investigation Tracking Form and the Fraud Investigation Procedure version 1.3 as presented.

| | | | |
|-------|-------------|----------|--------------|
| Moved | Cr S. Royes | Seconded | Cr F. Malone |
|-------|-------------|----------|--------------|

9. CHIEF EXECUTIVE OFFICER

Resolution No. 205/2425

| | | | |
|-------|--------------|----------|-------------|
| Moved | Cr F. Malone | Seconded | Cr S. Royes |
|-------|--------------|----------|-------------|

GHD have quoted \$212,957 (excluding GST) to develop a basis of design report and business case for the Julia Creek Aerodrome. Work will be carried out from June until September.

It is recommended Council approve the engagement of GHD through Local Buy contact to prepare the Julia Creek Aerodrome Upgrade Report for an estimated cost of \$212,957 (excluding GST), noting that funding for the project will be provided by Critical Minerals Queensland.

Recommendation:

Council approves the engagement of GHD through Local Buy Contract to prepare the Julia Creek Aerodrome Upgrade Report for an estimated cost of \$212,957 (excluding GST), noting that funding for the project will be provided by Critical Minerals Queensland.

Resolution No. 206/2425

Council approves the engagement of GHD through Local Buy Contract to prepare the Julia Creek Aerodrome Upgrade Report for an estimated cost of \$212,957 (excluding GST), noting that funding for the project will be provided by Critical Minerals Queensland.

Moved

Cr L. Spreadborough

Seconded

Cr J. Lynch

CARRIED 5/0

10. WORKPLACE HEALTH AND SAFETY

10.1 WHS&R Report April 2025

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

There has been continued efforts in the safety system project which is improving organisational compliance with increased workplace toolboxes & inspections, convening of the Health & Safety committee with members from across the organisation, and the further development of Systematic controls such as Safe Work Method statements, operational procedures and workplace awareness.

RECOMMENDATION

That Council receives the April 2025 WHS Report.

Resolution No. 207/2425

Council receives the April 2025 WHS Report.

Moved

Cr J. Lynch

Seconded

Cr S. Royes

CARRIED 5/0

11. GENERAL BUSINESS

11.1 General Business

Cr L. Spreadborough

- Attended Biosecurity meeting in Karumba and the NWQROC meeting in Mount Isa.
- General community consultation and liaison
- Received positive feedback on roads that have been completed under emergent works and also the response and follow up on queries regarding roads has been prompt.

Cr F. Malone

- Attended the Critical Mineral meeting in Julia Creek along with the AusIMM community consultation meeting.

Cr J. Lynch

- Meeting with Southern Gulf on 21st May.

Cr S. Royes

- Community raising questions regarding the status of various mines in our Shire
- Fielding general community queries regarding roads

Cr J. Fegan

- Current housing availability for positions vacant
- Development of video clips for recruitment
- National Correction Day Friday 16th May

11. CLOSURE OF MEETING

The Chair of the meeting, Mayor Cr. Janene Fegan declared the meeting closed at 10:35am.