



AGENDA

Ordinary Council Meeting Wednesday, 24 April 2024

**I hereby give notice that an Ordinary Meeting of Council will be held
on:**

Date: Wednesday, 24 April 2024

Time: 9:00am

**Location: Council Chambers
23 West Street
Mount Isa**

**Tim Rose
Acting Chief Executive Officer**

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1 OPENING OF THE MEETING/ACKNOWLEDGEMENT OF COUNTRYAcknowledgement of Country

Mount Isa City Council acknowledges the Kalkadoon and the Indjilandji people, Traditional Custodians of the land on which we meet today and pay our respects to their Elders past, present and emerging.

We extend that respect to Aboriginal and Torres Strait Islander peoples here today.

Recording of Council Meeting

Please note this Ordinary Meeting of Mount Isa City Council may be live streamed and recorded in accordance with Council's 'Recording of Council Meetings Policy'.

As a visitor in the public gallery, your presence may be recorded.

By remaining in Chambers, it is assumed your consent is given if your image is inadvertently broadcast.

2 PRAYER**3 APOLOGIES/LEAVE OF ABSENCE****4 PUBLIC PARTICIPATION**

5 CONFIRMATION OF PREVIOUS MEETING MINUTES

5.1 MINUTES OF THE ORDINARY MEETING HELD ON 28 FEBRUARY 2024

Document Number: 808109

Author: Senior Executive Assistant

Authoriser: Acting Chief Executive Officer

RECOMMENDATION

THAT the Minutes of the Ordinary Meeting held on 28 February 2024 be confirmed as a true and correct record.

ATTACHMENTS

- 1. Minutes of the Ordinary Meeting held on 28 February 2024**



MINUTES

**Ordinary Council Meeting
Wednesday, 28 February 2024**

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**MINUTES OF MOUNT ISA CITY COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, 23 WEST STREET, MOUNT ISA
ON WEDNESDAY, 28 FEBRUARY 2024 AT 9:00 AM**

PRESENT: Crs Slade, Barwick, Fortune, MacRae, Tully, Coghlan

IN ATTENDANCE: Tim Rose (Acting CEO), Chiley Luangala (Director, Corporate Services), Stephen Jewell (Director, Infrastructure Services), Chad King (Director, Community Services)

1 OPENING OF THE MEETING/ACKNOWLEDGEMENT OF COUNTRY

Mayor Slade opened the meeting at 9.01am.

2 PRAYER

Pastor George Ferguson of the Water of Life Christian Church provided the meeting with a prayer.

3 APOLOGIES/LEAVE OF ABSENCE

APOLOGY

RESOLUTION OM01/ 02/24

Moved: Cr Peta MacRae

Seconded: Cr Phil Barwick

THAT the apology received from Cr Paul Stretton be accepted and leave of absence granted.

CARRIED 6

4 PUBLIC PARTICIPATION

Nil

5 CONFIRMATION OF PREVIOUS MEETING MINUTES

5.1 MINUTES OF THE ORDINARY MEETING HELD ON 24 JANUARY 2024

RESOLUTION OM02/ 02/24

Moved: Cr Phil Barwick

Seconded: Cr Mick Tully

THAT the Minutes of the Ordinary Meeting held on 24 January 2024 be confirmed as a true and correct record.

CARRIED 6

6 ACTIONS FROM PREVIOUS COUNCIL MEETINGS

6.1 OUTSTANDING ACTIONS FROM PREVIOUS COUNCIL MEETINGS AS AT 23 FEBRUARY 2024

RESOLUTION OM03/ 02/24

Moved: Cr Phil Barwick

Seconded: Cr George Fortune

THAT Council receives and notes the outstanding actions from previous Council Meetings as at 23 February 2024.

CARRIED 6

7 DECLARATIONS OF CONFLICTS OF INTEREST

Cr Peta MacRae declared a perceived conflict of interest in relation to item 13.4 due to her position on the Zonta Board of Members. Cr MacRae will be dealing with this declared conflict of interest by leaving the meeting while this matter is discussed and voted on.

Cr Kim Coghlan declared a perceived conflict of interest in relation to item 13.4 due to her intended participation in the Junior Women's event (part of the sponsorship request) as a guest speaker. Cr Coghlan will be dealing with this declared conflict of interest by leaving the meeting while this matter is discussed and voted on.

8 MAYORAL MINUTE

"As this is the last official Ordinary Meeting for this term, I am compelled to share my heartfelt experiences as a Councillor over the past four years. I find myself facing a pivotal choice: remain silent and perpetuate the troubling cycle, or speak up in the hopes of bringing about meaningful change.

The one point I must emphasise is how unsafe I felt during my time in Council, which, as a full-time Councillor, served as my workplace. Having worked in the Mining Industry for 25 years, this was the first time in which I felt genuinely unsafe.

I have endured an ordeal that no one should ever have to face—dealing with sexism, harassment, verbal abuse, defamation, bullying, and even intimidation and stalking. Shockingly, there is zero protections for Councillors who are subjected to genuine bullying, targeting, ridicule, stalking, and harassment under the current system. As Councillors are not recognised as employees, they are deprived of the safeguards provided by workcover and industrial relations.

This leaves individuals like me in the position of either resorting to the Crime Corruption Commission (CCC) or even the police. Many of the tactics and actions deployed against me are carefully executed without witnesses, making at times, incredibly difficult to substantiate the claims. What has saved me, is to record meetings and interactions, so I can prove my version of events when the complaints arrive, which is legal under the state government. The individuals responsible for these tactics are not angry community members, but rather my own Councillors, as well as certain staff who align with them.

While I'm more than fine with strong, passionate and robust debate within the chamber, it is another matter entirely to endure taunting, abuse, harassment, intimidation, and even monitoring and stalking. Such behaviours are unequivocally unacceptable in any genuine workplace environment.

In my case, the abuse stems from a politically aligned power alliance, comprising long-serving councillors and aligned or complicit senior staff. I have become a target simply because I fall outside their politically aligned group and have dared to question the status quo.

Councillors do have the ability to lodge complaints regarding breaches of the councillor code of conduct. If a councillor is found guilty or not guilty, the findings are returned to Council, where a "kangaroo court" scenario unfolds, allowing the very councillors and staff who conspired in the first instance to sit in judgment, of you or their politically aligned colleagues. There have been two OIA complaints that have been sustained by an independent investigator and then have come back to Council to have their "mates" vote to not accept the findings. I have also had a complaint come back against me, not sustained and the councillors have found me guilty of an allegation that was never part of the complaint.

The complaints system is being exploited by both councillors and staff as a political weapon to undermine and destroy the credibility of their opponents. This toxic culture, perpetuated and enabled by staff and CEOs, is one that no other workplace in Australia would ever tolerate. It is a culture that demands immediate attention, necessitating the establishment of effective systems to safeguard the well-being of Councillors.

During the Ordinary Meeting held on December 14, 2022, a motion was put against myself by the Councillors, which were not part of any formal complaint.

In October 2022, an investigation report concluded that there was no inappropriate conduct on my part. However, despite this finding, the Councillors, who had met multiple times on this, found me guilty of an accusation that I was unaware of.

According to our Council Investigation policy, which upholds the principles of Natural Justice, I am entitled to be informed of any allegations made against me and given the opportunity to respond. Unfortunately, this right was not afforded to me, and as a result, my human rights were violated by the actions of the Council.

I have reached out to the Minister for Local Government to request a review of the motion passed on December 14, 2022, in light of this breach of human rights.

As part of the motion, it asks me to admit inappropriate conduct, including removing my calendar access.

I did remove my calendar access to everyone at Council and this is the first time I've been given the opportunity to address it. But this was months after the initial OIA complaint was lodged.

This complaint was lodged on the 22 Mar 22 by the CEO, the same day I asked him to write to the Media and Parliamentary inquiry and let them know that he and Councillors had given them factious figures. Mount Isa City Council hadn't spent \$200K investigating councillor complaints, at the time it went to the LGAQ Conference, we'd spent nothing in five years.

I can confirm inappropriate conduct on the part of the CEO, and Councillors and certain staff.

Mr. Keenan had been harassing me and monitoring my activities, asking staff on many occasions to record my movements and any interactions inside and outside of council and provide him with file notes. I have been provided with a recording of the CEO spreading false information about me, telling staff of fictitious things I had said and done, defamed my family and worst of all, my children and engaging in insulting behaviour towards me and also Staff who failed to show him loyalty. Despite having recordings and witnesses to these events, I lacked the necessary protections to address this issue.

It is concerning that Councillors failed to take any action against Mr. Keenan's behaviour, despite being the only ones empowered to do so. I am aware that some Councillors colluded in formulating the resolution against me, a fact that I inadvertently discovered and cannot disregard.

The harassment by David Keenan was such, that a member of the LGAQ likened it to a Domestic Violence situation, only this was Workplace Violence. At one point, I had to tell my husband that I was convinced that I was going to be struck and although this was horrendous, it would be the end of a long, long session of abuse and I would be able to lodge a complaint with the police.

I was not only being stalked and harassed by the CEO, I was also being harassed and bullied by Councillors and staff who thought they were being protected by the councillors.

I got through this ordeal, because I knew I had been voted in by the Mount Isa community, that I was working for them and I was their voice. I have never been more honoured and privileged than to represent my home town as their Mayor.

At this is the last Ordinary Meeting for this term, I wanted to take a minute to acknowledge a few things.

Firstly there are so many staff at Council I would like to thank for your help and support. I've learnt while being at Council that there are staff who love and are devoted to Mount Isa and work hard and only want the best for our City. I want to thank them on behalf of residents, for all the time and effort they put in to looking after our community.

I want to thank the community of Mount Isa for their support, I know Council doesn't always get it right, but we are your council and want the best for our residents, because ultimately, we live here too.

I also want to thank our neighbouring communities and councils, from the North West to the entire West, and also including Townsville and Cairns. The collaboration has been wonderful and it's great to meet people who want to work together and support each other, as ultimately, we all need each other.

Lastly, I wish all candidates running for Council all the very best of luck, there is no doubt we need new people in Council, who want to be the voice of the community and work together for the best interest of our great and our beloved Mount Isa.

Thank you again Mount Isa"

ENDS

Deputy Mayor Cr Barwick requested it to be placed on record that a number of untruths and unsubstantiated allegations are contained in the Mayoral Minute and he wishes to publicly deny these allegations.

9 READING AND CONSIDERATION OF CORRESPONDENCE

Nil

10 NOTICES OF MOTION

Nil

11 EXECUTIVE SERVICES REPORTS

Nil

12 CORPORATE SERVICES REPORTS

12.1 FINANCE OVERVIEW REPORT - JANUARY 2024

RESOLUTION OM04/ 02/24

Moved: Cr Phil Barwick

Seconded: Cr Mick Tully

THAT Council receives and accepts the January 2024 Finance Overview Report as presented.

CARRIED 6

12.2 CORPORATE SERVICES OVERVIEW REPORT - DECEMBER 2023 AND JANUARY 2024**RESOLUTION OM05/ 02/24**

Moved: Cr Phil Barwick

Seconded: Cr Mick Tully

THAT Council receives and accepts the December 2023 and January 2024 Corporate Services Overview Report as presented.

CARRIED 6**13 COMMUNITY SERVICES REPORTS****13.1 SPLASHEZ OVERVIEW REPORT - JANUARY 2024****RESOLUTION OM06/ 02/24**

Moved: Cr Kim Coghlan

Seconded: Cr Phil Barwick

THAT Council receives and accepts the January 2024 Splashez Overview Report as presented.

CARRIED 6**13.2 ECONOMIC DEVELOPMENT OVERVIEW REPORT - JANUARY 2024****RESOLUTION OM07/ 02/24**

Moved: Cr Phil Barwick

Seconded: Cr Peta MacRae

THAT Council receives and accepts the January 2024 Economic Development Overview Report as presented.

CARRIED 6**13.3 COMMUNITY DEVELOPMENT OVERVIEW REPORT - JANUARY 2024****RESOLUTION OM08/ 02/24**

Moved: Cr Peta MacRae

Seconded: Cr George Fortune

THAT Council receives and accepts the January 2024 Community Development Overview Report as presented.

CARRIED 6

At 9:43 am, Cr Kim Coghlan and Cr Peta MacRae left the meeting due to declared conflicts of interest in relation to item 13.4.

13.4 OUT OF ROUNDS SPONSORSHIP REQUEST - ZONTA CLUB OF MOUNT ISA**RESOLUTION OM09/ 02/24**

Moved: Cr George Fortune

Seconded: Cr Phil Barwick

THAT Council approves sponsorship to Zonta Club of Mount Isa in the amount of \$5,000.00 (incl. GST) to be a Diamond Sponsor of the 2024 International Women's Day Celebrations, to be held on Saturday 20th April 2024 at the Mount Isa Civic Centre.

CARRIED 4

At 9:46 am, Cr Peta MacRae and Cr Kim Coghlan returned to the meeting.

13.5 OPERA QUEENSLAND REGIONAL TOUR 2024**RESOLUTION OM10/ 02/24**

Moved: Cr Kim Coghlan

Seconded: Cr George Fortune

THAT Council approves sponsorship in the amount of \$8,800.00 (incl GST) for the presenter's fee for Opera Queensland's 2024 Regional Tour performance of "Do We Need Another Hero?" to be held in Mount Isa in May 2024.

AND

THAT Council authorises the CEO to approve in-kind support as required to assist with the delivery of the event.

CARRIED 6

13.6 PCYC - REQUEST TO CHANGE SCOPE OF APPROVED GRANT - RUBY PROGRAM**RESOLUTION OM11/ 02/24**

Moved: Cr Phil Barwick

Seconded: Cr Mick Tully

THAT Council approves a change of scope to the PCYC RUBY (Rise up Be Yourself) Program to permit a further extension to the approved grant to 31/12/2024.

CARRIED 6

13.7 RADF (REGIONAL ARTS DEVELOPMENT FUND) COUNCIL INITIATED PROJECT**RESOLUTION OM12/ 02/24**

Moved: Cr Phil Barwick

Seconded: Cr George Fortune

THAT Council endorse the RADF committee's recommendation to install a mural at the western facing wall of the Splashez Aquatic Centre, as a RADF Council initiated project.

In Favour: Crs Danielle Slade, Phil Barwick, George Fortune, Peta MacRae and Mick Tully

Against: Cr Kim Coghlan

Absent: Cr Paul Stretton

CARRIED 5/1

13.8 LIBRARY OVERVIEW REPORT - DECEMBER 2023 AND JANUARY 2024

RESOLUTION OM13/ 02/24

Moved: Cr Peta MacRae

Seconded: Cr Mick Tully

THAT Council receives and accepts the December 2023 and January 2024 Library Overview Report as presented.

CARRIED 6

13.9 DEVELOPMENT AND LAND USE OVERVIEW REPORT - QUARTER 2

RESOLUTION OM14/ 02/24

Moved: Cr George Fortune

Seconded: Cr Peta MacRae

THAT Council receives and notes the Development and Land Use Overview Report - Quarter 2.

CARRIED 6

14 INFRASTRUCTURE SERVICES REPORTS

14.1 WATER & SEWER OVERVIEW REPORT - DECEMBER AND JANUARY 2024

RESOLUTION OM15/ 02/24

Moved: Cr George Fortune

Seconded: Cr Mick Tully

THAT Council receives and accepts the December 2023/January 2024 Water and Sewerage Overview Report

CARRIED 6

14.2 SMART WATER METER CONTRACT CLOSEOUT

RESOLUTION OM16/ 02/24

Moved: Cr George Fortune

Seconded: Cr Mick Tully

THAT Council note the current status of the Smart Water Meter Contract.

CARRIED 6

14.3 2023 DRFA RESTORATION WORKS PACKAGES 1-5**RESOLUTION OM17/ 02/24**

Moved: Cr Phil Barwick
Seconded: Cr George Fortune

THAT Council award Package 1 – Camooweal restoration works to Durack Civil Pty Ltd under contract number 2023-41 for the value of \$1,972,769.49 ex GST;

AND

THAT Council award Package 2 – Camooweal-Urandangi Road restoration works to Brindell Pty Ltd, trading as Remploy, under contract number 2023-42 for the value of \$1,753,555.46 ex GST;

AND

THAT Council does award Package 3 – Thorntonia-Yelvertoft Road, Old Mays Downs Road, Gunpowder Road, Mount Oxide Road, Kajabbi Road and Duchess Road restoration works to Durack Civil Pty Ltd under contract number 2023-43 for the value of \$4,606,532.59 ex GST;

AND

THAT Council award Package 4 – Riversleigh Road and Riversleigh-Lilly Water Hole Road restoration works to T's Plant Hire Pty Ltd under contract number 2023-44 for the value of \$2,752,488.80 ex GST;

AND

THAT Council award Package 5 – Thorntonia-Yelvertoft Road and Gunpowder Road concrete works to Blackform Contracting Pty Ltd under contract number 2023-45 for the value of \$335,625.46 ex GST.

CARRIED 6

15 GENERAL BUSINESS

Nil

16 CONSIDERATION OF CONFIDENTIAL BUSINESS ITEMS**RESOLUTION OM18/ 02/24**

Moved: Cr Danielle Slade
Seconded: Cr Phil Barwick

THAT Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 254J of the Local Government Regulation 2012:

16.1 Notice of Intention to Sell Land for Overdue Rates and Charges - Lot 88 on Crown Plan MPH22033, Lot 14 on Crown Plan MPH22013 and Lot 20 on Crown Plan MPH22110

This matter is considered to be confidential under Section 254J - d and e of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with rating concessions and legal advice

obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.

16.2 Notice of Intention to sell Land for Overdue Rates and Charges - Property Assessment 02897-00000-000

This matter is considered to be confidential under Section 254J - d of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with rating concessions.

16.3 Notice of Intention to sell Land for Overdue Rates and Charges - Property Assessment 03124-00000-000

This matter is considered to be confidential under Section 254J - d of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with rating concessions.

16.4 Notice of Intention to sell Land for Overdue Rates and Charges - Property Assessment 02199-00000-000

This matter is considered to be confidential under Section 254J - d of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with rating concessions.

16.5 Notice of Intention to sell Land for Overdue Rates and Charges - Property Assessment 02474-00000-000

This matter is considered to be confidential under Section 254J - d of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with rating concessions.

16.6 UPDATED Award of Contract 2023-49 - Consultancy for the Diversification and Transformation of the Mount Isa Economy - Critical Infrastructure

This matter is considered to be confidential under Section 254J - c and g of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with the local government's budget and negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

CARRIED 6

During closed business:

Council adjourned at 10.20am

Council reconvened at 10.30am.

RESOLUTION OM19/ 02/24

Moved: Cr Danielle Slade

Seconded: Cr Kim Coghlan

THAT Council moves out of Closed Council into Open Council.

CARRIED 6

16.1 NOTICE OF INTENTION TO SELL LAND FOR OVERDUE RATES AND CHARGES - LOT 88 ON CROWN PLAN MPH22033, LOT 14 ON CROWN PLAN MPH22013 AND LOT 20 ON CROWN PLAN MPH22110

RESOLUTION OM20/ 02/24

Moved: Cr Phil Barwick
 Seconded: Cr Kim Coghlan

THAT Council resolves to:

- (a) sell the land in the below Schedule pursuant to section 140(2) of the *Local Government Regulation 2012*; and
- (b) delegate to the Chief Executive Officer its power to:
 - a. give a Notice of Intention to Sell the land to all interested parties under section 140(3) of the *Local Government Regulation 2012*; and
 - b. take all further steps required under sections 141, 142, 143, 144, 145 and 146 of the *Local Government Regulation 2012* to effect the sale of the land

Schedule

Rates Assessment	Utility Billing Account	Description
10004596	21104203	Lot 88 on Crown Plan MPH22033
10006039	21105598	Lot 14 on Crown Plan MPH22013
10052546	21147764	Lot 20 on Crown Plan MPH22110

CARRIED 6

16.2 NOTICE OF INTENTION TO SELL LAND FOR OVERDUE RATES AND CHARGES - PROPERTY ASSESSMENT 02897-00000-000

RESOLUTION OM21/ 02/24

Moved: Cr Phil Barwick
 Seconded: Cr Kim Coghlan

THAT Council resolves not to start the sale procedures in section 141 of the *Local Government Regulation 2012* for selling Lot 63 on Crown Plan M758197 (assessment number 02897-00000-000).

CARRIED 6

16.3 NOTICE OF INTENTION TO SELL LAND FOR OVERDUE RATES AND CHARGES - PROPERTY ASSESSMENT 03124-00000-000

RESOLUTION OM22/ 02/24

Moved: Cr Phil Barwick
 Seconded: Cr Peta MacRae

THAT Council resolves to decline to grant a concession to the applicant under section 121(b) of the *Local Government Regulation 2012* by way of an agreement to defer payment of rates and charges levied on Property Assessment 03124-00000-000.

CARRIED 6

16.4 NOTICE OF INTENTION TO SELL LAND FOR OVERDUE RATES AND CHARGES - PROPERTY ASSESSMENT 02199-00000-000

RESOLUTION OM23/ 02/24

Moved: Cr Phil Barwick
Seconded: Cr Mick Tully

THAT Council resolves to decline to grant a concession to the ratepayer under section 121(b) of the *Local Government Regulation 2012* by way of an agreement to defer payment of rates and charges levied on Property Assessment 02199-00000-000.

CARRIED 6

16.5 NOTICE OF INTENTION TO SELL LAND FOR OVERDUE RATES AND CHARGES - PROPERTY ASSESSMENT 02474-00000-000

RESOLUTION OM24/ 02/24

Moved: Cr Phil Barwick
Seconded: Cr Peta MacRae

THAT Council resolves to agree to grant a concession to the applicant under section 121(b) of the *Local Government Regulation 2012* by way of an agreement to defer payment of rates and charges levied on Assessment No. 02474-00000-000 subject to the following conditions:

- (a) the ratepayer must make weekly payments of \$150.00 towards the overdue rates or charges currently on the land until all of the overdue amounts are paid;
- (b) the first weekly payment under subparagraph (a) is due by 8 March 2024; and
- (c) if the ratepayer fails to comply with subparagraphs (a) and/or (b) by making each weekly payment when it falls due, the concession automatically terminates and the Council may recover the overdue rates or charges in accordance with its debt recovery policy.

CARRIED 6

16.6 UPDATED AWARD OF CONTRACT 2023-49 - CONSULTANCY FOR THE DIVERSIFICATION AND TRANSFORMATION OF THE MOUNT ISA ECONOMY - CRITICAL INFRASTRUCTURE

RESOLUTION OM25/ 02/24

Moved: Cr Phil Barwick
Seconded: Cr George Fortune

THAT Council awards contract 2023-49 for Phase 1 consultancy for the diversification and transformation of the Mount Isa economy – Critical Infrastructure to Scyne Advisory Pty Ltd for the value of \$ 183,895 (excl. GST)

AND authorise the CEO to negotiate and finalise the contractual arrangements.

In Favour: Crs Danielle Slade, Phil Barwick, George Fortune and Mick Tully

Against: Crs Peta MacRae and Kim Coghlan

Absent: Cr Paul Stretton

CARRIED 4/2

There being no further business the Meeting closed at 10.58am.

The minutes of this meeting were confirmed at the Council Meeting held on 24 April 2024.

.....

CHAIRPERSON

5.2 MINUTES OF THE POST ELECTION MEETING HELD ON 5 APRIL 2024

Document Number: 808111

Author: Senior Executive Assistant

Authoriser: Acting Chief Executive Officer

RECOMMENDATION

THAT the Minutes of the Post Election Meeting held on 5 April 2024 be confirmed as a true and correct record.

ATTACHMENTS

1. Minutes of the Post Election Meeting held on 5 April 2024



MINUTES

Post Election Council Meeting Friday, 5 April 2024

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 Chairperson 4

**MINUTES OF MOUNT ISA CITY COUNCIL
POST ELECTION COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, 23 WEST STREET, MOUNT ISA
ON FRIDAY, 5 APRIL 2024 AT 9.00AM**

PRESENT: Crs MacRae, Ballard, J. Coghlan, K. Coghlan, Crowther, Doyle, Tully

IN ATTENDANCE: Tim Rose (Acting CEO)

1 OPENING OF THE MEETING/ACKNOWLEDGEMENT OF COUNTRY

Cr Peta MacRae opened the meeting and provided a Welcome to Country.

2 DECLARATIONS OF OFFICE

The CEO took the declarations of office under section 169(2) of the *Local Government Act 2009* for the elected Mayor and Councillors as notified by the Electoral Commission.

The following declaration prescribed under section 254 of the *Local Government Regulation 2012* was individually declared by each of the elected members listed below:

'I, <councillor name>, having been elected as a councillor of the Mount Isa City Council, declare that I will faithfully and impartially fulfil the duties of the office, in accordance with the local government principles and code of conduct for councillors under the Local Government Act 2009, to the best of my judgement and ability.'

Peta Michelle MacRae – Mayor

Danny William Ballard – Councillor

Kim Maree Coghlan – Councillor

James Coghlan – Councillor

Ian Travis Crowther – Councillor

Malcolm John Doyle – Councillor

Colin John Tully – Councillor

3 APOLOGIES/LEAVE OF ABSENCE

Nil

4 EXECUTIVE SERVICES REPORTS

4.1 APPOINTMENT OF DEPUTY MAYOR

RESOLUTION PE01/04/24

Moved: Mayor Cr Peta MacRae

Seconded: Cr Travis Crowther

THAT Council appoint Cr Kim Coghlan to the position of Deputy Mayor for a period of 12 months and at the March 2025 Ordinary meeting of Council, reconsider the holder of the position of Deputy Mayor.

CARRIED 7

4.2 COUNCIL MEETING SCHEDULE 2024

RESOLUTION PE02/04/24

Moved: Mayor Cr Peta MacRae

Seconded: Cr Kim Coghlan

THAT Council adopt the schedule of Ordinary Meetings for the balance of 2024 as tabled in Attachment 1 to this report.

Unless otherwise determined by Council, all Ordinary meetings are held at the Council Chambers, 23 West Street, Mount Isa and commence at 9.00am.

CARRIED 7

4.3 COUNCILLOR PORTFOLIO POLICY AND APPOINTMENT OF PORTFOLIO COUNCILLOR

RESOLUTION PE03/04/24

Moved: Mayor Cr Peta MacRae

Seconded: Cr Dan Ballard

THAT Council adopt the Councillor Portfolio Policy V2 and allocate portfolio Councillors as follows:

Portfolio	Portfolio Councillor
Finance, Customer Service	Cr Danny Ballard
Economic Development	Cr Travis Crowther
Tourism, Events, Sports and Recreation, Youth	Cr John Doyle
Environment, Local Laws, Development & Town Planning	Cr James Coghlan
Parks & Gardens, Splashez, Library & Cemetery	Cr Kim Coghlan
Works & Engineering, Water & Sewerage, Waste Management	Cr John Tully

CARRIED 7

4.4 APPOINTMENT OF LOCAL DISASTER MANAGEMENT GROUP CHAIRPERSON AND DEPUTY CHAIRPERSON

RESOLUTION PE04/04/24

Moved: Mayor Cr Peta MacRae

Seconded: Cr Kim Coghlan

THAT Council appoint Mayor MacRae as the Chairperson of the Local Disaster Management Group
AND

Council appoints the Cr John Tully as the Deputy Chairperson of the Local Disaster Management Group.

In Favour: Crs Peta MacRae, Dan Ballard, Kim Coghlan, Travis Crowther, John Doyle and John Tully
Against: Nil
Abstained: Cr James Coghlan

CARRIED 6/0

PROCEDURAL MOTION

RESOLUTION PE05/04/24

Moved: Mayor Cr Peta MacRae
Seconded: Cr Kim Coghlan

THAT Council defer the following agenda items:

- 4.5 Appointment of Audit & Risk Committee Members
- 4.6 Appointment of Councillors to Council Committees and Advisory Committees
- 4.7 Appointment of MICCOE Board Members
- 4.8 Appointment of Councillors to External Committees

for consideration at the Ordinary Council meeting on 24 April 2024 to allow additional time for Councillors to understand the responsibilities of each committee and representation.

CARRIED 7

There being no further business the Meeting closed at 9.13am.

The minutes of this meeting were confirmed at the Council Meeting held on 24 April 2024.

.....
MAYOR MACRAE

6 ACTIONS FROM PREVIOUS COUNCIL MEETINGS**6.1 OUTSTANDING ACTIONS FROM PREVIOUS COUNCIL MEETINGS AS AT 19 APRIL 2024.****Document Number: 808569****Author: Acting Senior Executive Assistant****Authoriser: Acting Chief Executive Officer****EXECUTIVE SUMMARY**

Outstanding actions from previous Council Meetings as at 19 April 2024.

RECOMMENDATION**THAT** Council receives and notes the outstanding actions from previous Council Meetings as at 19 April 2024.

Meeting	Officer	Title	Target	Officer's Comments
Council 28/02/2024	Community Development Officer	RADF (Regional Arts Development Fund) Council Initiated Project	30/08/2024	Procurement to be completed and mural design put to community consultation. Currently awaiting new RADF chair appointment
Council 15/09/2023	Director Corporate Services	Notice of Motion - Mayor, Cr Danielle Slade	30/09/2024	Target date extended – resolution requires 12 months of data.
Council 19/04/2023	Community Development Officer	RADF - Council Initiated Project - True Country	30/05/2024	Target date revised, original event postponed by organiser and new funding was being sought. Additional follow up required.
Council 21/06/2023	Community Development Officer	Youth Strategy 2023-2027	30/12/2024	Atria Group to arrange stakeholder meetings to deliver strategy to those involved in development. LWG to be established.
Council 22/11/2023	Community Development Officer	Expressions of Interest to Host 2024 NQ Sportstar Awards	30/11/2024	Event will be scheduled for late in 2024. NQSF have been notified of the resolution. Budget to be allocated in FY24/25.

ATTACHMENTS**Nil**

7 DECLARATIONS OF CONFLICTS OF INTEREST

8 MAYORAL MINUTE

Nil

9 READING AND CONSIDERATION OF CORRESPONDENCE

Nil

10 NOTICES OF MOTION

Nil

11 EXECUTIVE SERVICES REPORTS

11.1 APPOINTMENT OF AUDIT & RISK COMMITTEE MEMBERS

Document Number: 807548
Author: Senior Executive Assistant
Authoriser: Acting Chief Executive Officer
Directorate: Executive Services
Portfolio: Executive Services

EXECUTIVE SUMMARY

The purpose of this report is for Council to appoint members to Council's Audit and Risk Committee.

RECOMMENDATION

THAT Council appoint <insert councillor name> and <insert councillor name> as members of the Audit and Risk Committee.

OVERVIEW

As per the Audit and Risk Committee Charter V7, Council is required to appoint up to two councillors as members of the Audit and Risk Committee:

3. COMPOSITION AND TENURE

3.1 The Committee will be comprised of:

- a) at least three and no more than six members; and include*
- b) one, but no more than two councillors appointed by the local government;*

The period of appointment for the member Councillor(s) to the Committee will be in line with the term of Council.

The Mayor is a permanent invitee and non-voting observer.

BACKGROUND

The Audit Committee is established in accordance with section 105 of the *Local Government Act 2009*. The Committee is required to meet at least two times per financial year.

The primary objective of the Committee is to assist Council in fulfilling its corporate governance role and oversight responsibilities relating to accounting and reporting practices imposed under the *Local Government Act 2009*, *Local Government Regulation 2012*, best practice, and other relevant legislation.

The Audit and Risk Committee Charters details the purpose and role of the Committee in further detail (attached) and states:

5. Responsibilities of members

Members of the Committee are expected to:

- a) understand and observe the legal requirements appropriate to the Council;

- b) contribute the time needed to study and understand the papers provided;
- c) apply good analytical skills, objectivity and good judgment;
- d) express opinions frankly, ask questions that go to the fundamental core of the issue and pursue independent lines of enquiry; and
- e) maintain confidentiality of information and documentation considered by the committee

LINK TO CORPORATE PLAN

Theme:	5.	Ethical & Inclusive Governance
Strategy:	5.1	Continually monitor and evaluate all Council operations and conduct independent surveys of client/customer satisfaction levels
	5.12	Explore/review potential efficiencies and opportunities for Council's operations, infrastructure and assets
	5.7	Promote a proactive approach to risk management, including business continuity

CONSULTATION (INTERNAL AND EXTERNAL)

Chief Executive Officer and Corporate Governance Coordinator.

LEGAL CONSIDERATIONS

Local Government Act 2009

Local Government Regulation 2012

ATTACHMENTS

1. **Audit and Risk Committee Charter** [↓](#) 



STRATEGIC POLICY
MOUNT ISA CITY COUNCIL
Audit and Risk Committee Charter

RESOLUTION NO. **OM14/12/22-VERSION V7**

APPLIES TO STRATEGIC POLICIES ONLY

This an official copy of the **Audit and Risk Committee Charter**, made in accordance with the provisions of *Local Government Act 2009* and *Local Government Regulations 2012*.

Strategic policies are adopted by Council due to its desire to influence the direction of an issue or assist in the delegated decision making of Council officers. Strategic policies should follow the jurisdiction provided to Council through its Corporate Plan; the **Audit and Risk Committee Charter** is approved by the Mount Isa City Council for the operations and procedures of Council.

Chief Executive Officer

DOCUMENT VERSION CONTROL			
Financial Management/Audit/Internal Doc ID# 10265			POLICY TYPE
			Strategic (Council)
VERSION	DATE	RESOLUTION NO.	DETAILS
V1	13.10.2010	G08/10/2010 Adopted	Responsible Officer - Harry Gauvin – Internal Auditor Description - Document Creation – New Document
V2	30.07.2014 30.06.2015	OM39/07/2014 Amended OM17/10/15 No Changes	Responsible Officer - Harry Gauvin – Internal Auditor Description - No Changes
V3	22.02.2017	OM09/03/17 Amended	Responsible Officer - Harry Gauvin – Internal Auditor Description - Charter has been amended to include Risk Management.
V4	13.06.2018	OM10/06/18	Responsible Officer - Chief Executive Officer Description - Modified from a Statutory to Strategic Policy as there is no legislative requirement. Minor changes to content.
V5	27.02.2019	OM19/02/19	Responsible Officer - Chief Executive Officer Description - Minor changes to content and composition.
V6	29.04.2020	OM18/04/20	Responsible Officer - Chief Executive Officer
V7	14.12.2022	OM14/12/22	Responsible Officer - Chief Executive Officer
			REVIEW DUE 02.2024 Review by Council

DISTRIBUTION AND DISSEMINATION			
Internal email to all employees	X	Section meetings / Toolbox talks	
Internal email to all Councillors		Included in employee inductions	
Staff noticeboards		Uploaded to Council website	
Internal training to be provided		External training to be provided	
Registered in Magiq	X		



STRATEGIC POLICY
MOUNT ISA CITY COUNCIL
Audit and Risk Committee Charter

RESOLUTION NO. [OM14/12/22-VERSION V7](#)

1. PURPOSE

The Mount Isa City Council ("Council") Audit and Risk Committee ("Committee") is established in accordance with section 105 of the *Local Government Act 2009* -.

This charter sets out the Committee's objectives, purpose, authority, independence and access, composition and tenure, roles and responsibilities, and administrative arrangements.

The primary objective of the Committee is to assist Council in fulfilling its corporate governance role and oversight responsibilities relating to accounting and reporting practices imposed under the *Local Government Act 2009*, *Local Government Regulation 2012*, better practice, and other relevant legislation.

More specifically the Committee will:

- a) enhance the ability of Council to fulfill legal responsibilities with respect to compliance with relevant statutory and other guidelines;
- b) monitor the integrity of the Council's financial documents¹;
- c) monitor financial management, performance and reporting;
- d) monitor processes designed to prevent unethical, questionable or illegal activities;
- e) monitor the effectiveness and objectivity of the Council's internal auditors and the internal audit function²;
- f) provide a communication link between management, internal audit, external audit and Council;
- g) review corporate governance and risk management activities generally; and
- h) make recommendations to the Council about any matters that the Committee considers need action or improvement³;
- i) provide oversight and monitoring for the implementation of audit recommendations; and
- j) review the governance control environment.

2. AUTHORITY, INDEPENDENCE, AND ACCESS

As an advisory committee of Council, the Committee is independent of management and has no executive powers. In carrying out its responsibilities, the Committee must always recognise that the primary responsibility for management of the Council rests with the Council and the Chief Executive Officer as defined by the *Local Government Act 2009*.

The Council authorises the Committee, within the scope of its role and responsibilities, to:

- a) obtain any information it needs from any employee (including controlled entities) and/or external party (subject to their legal obligation to protect information);
- b) discuss any matters with the external auditor, or other external parties (subject to confidentiality considerations); and
- c) obtain external legal or other professional advice, as considered necessary to meet its responsibilities.

Any of the above requests should be directed through the Chief Executive Officer.

¹ Sec 105(4)(a)(i) *Local Government Act 2009*

² Sec 105(4)(a)(ii) and Sec 105(4)(a)(iii) *Local Government Act 2009*

³ Sec 105(4)(b) *Local Government Act 2009*



STRATEGIC POLICY
MOUNT ISA CITY COUNCIL
Audit and Risk Committee Charter

RESOLUTION NO. [OM14/12/22-VERSION V7](#)

The Council authorises the Committee to consult directly with the internal auditor to seek information or advice.

Where, in the view of the Committee, information is being unreasonably withheld, the issue will be referred to Council for determination.

3. COMPOSITION AND TENURE⁴

3.1 The Committee will be comprised of:

- a) at least three and no more than six members; and include
- b) one, but no more than two councillors appointed by the local government; and
- c) between one and four independent external members as determined by Council;
- d) The members, taken collectively, should have a broad range of skills and experience relevant to the Committee's responsibilities. At least one member will have significant accounting or related financial management experience with an understanding of accounting and auditing standards in a public sector environment.

3.2 The period of appointment to the Committee will be in line with the term of Council, after which time they will be eligible for extension for a further term following a formal review of their performance and subject to the composition and skill requirements of the Committee. The maximum term being eight (8) years.

The Chair of the Committee will be an external member appointed by the Council and will not be an elected member.

3.3 Committee members are each eligible to vote. In the event of a tied vote, the Chair may exercise a casting vote on any resolution.

4. ROLES AND RESPONSIBILITIES

4.1 Risk Management

- a) review whether management has in place a current and comprehensive risk management framework, and associated procedures for effective identification and management of the Council's financial and business risks, including fraud;
- b) consider the impact of the risk management framework on Council's control environment and insurance arrangements,
- c) review whether a sound and effective approach has been followed in establishing the Council's business continuity planning arrangements, including whether disaster recovery plans have been tested periodically; and

4.2 Control Framework

- a) review whether management's approach to maintaining an effective internal control framework, including over external parties such as contractors and advisors, is sound and effective,
- b) review policies and procedures relating to conflict of interest, misconduct, fraud and other related sensitive issues; and

⁴Sec 210(1) Local Government Regulation 2012



STRATEGIC POLICY
MOUNT ISA CITY COUNCIL
Audit and Risk Committee Charter

RESOLUTION NO. [OM14/12/22-VERSION V7](#)

4.3 External accountability

- a) review a draft of the Council's general purpose financial statement before the statement is certified by the Mayor and Chief Executive Officer under the *Local Government Regulation 2012* and given to the auditor-general for auditing⁵;
- b) review the external audit opinion and report, including whether appropriate action has been taken in response to audit recommendations and adjustments; and

4.4 Legislative compliance

- a) determine whether management has appropriately considered legal and compliance risks as part of the Council's risk assessment and management arrangements,
- b) consider whether management has in place an effective compliance and accountability framework together with policies and procedures which reflect legislative, regulatory and policy requirements, and that these are periodically reviewed and updated.

4.5 Internal audit

- a) aid in the communication between the Council, the Chief Executive Officer and internal audit;
- b) review the internal audit strategic plan⁶ and annual work plan to ensure that the plan provides adequate coverage, ensure that the plans are based on the Council's risk management plan,
- c) advise the Council on the adequacy of internal audit resources to carry out its responsibilities, including completion of the approved internal audit plan, which will contain⁷;
 - i. the way in which the operational risks have been evaluated;
 - ii. the most significant operational risks identified from the evaluation;
 - iii. the control measures that the local government has adopted, or is to adopt, to manage the most significant operational risks.
- d) oversee the coordination of audit programs conducted by internal audit and other assurance and review functions;
- e) review all internal audit progress⁸ and other audit reports and provide advice to the Council on significant issues identified in the reports and action taken on issues raised, including identification and dissemination of good practice;
- f) monitor management's implementation of internal audit recommendations;
- g) review the internal audit charter to ensure appropriate organisational structures, authority, access and reporting arrangements are in place;
- h) periodically review the performance of internal audit; and
- i) provide advice to the Council on the appointment of the internal auditor; and

⁵ Sec 212(1) *Local Government Regulation 2012*

⁶ Sec 211(1)(b)(i) *Local Government Regulation 2012*

⁷ Sec 207(2)(a)(b)(c) *Local Government Regulation 2012*

⁸ Sec 211(1)(b)(ii) *Local Government Regulation 2012*



STRATEGIC POLICY
MOUNT ISA CITY COUNCIL
Audit and Risk Committee Charter

RESOLUTION NO. [OM14/12/22-VERSION V7](#)

4.6 External audit

- a) act as a forum for communication between the Council, the Chief Executive Officer, and external audit;
- b) review all external audit plans and reports and monitor management's implementation of audit recommendations; and
- c) provide advice to the Council on action taken on significant issues raised in relevant external audit reports and better practice guides.

5. Responsibilities of members

Members of the Committee are expected to:

- a) understand and observe the legal requirements appropriate to the Council;
- b) contribute the time needed to study and understand the papers provided;
- c) apply good analytical skills, objectivity and good judgment;
- d) express opinions frankly, ask questions that go to the fundamental core of the issue and pursue independent lines of enquiry; and
- e) maintain confidentiality of information and documentation considered by the committee.

6. Reporting

The Committee will, as soon as practicable, after each meeting of the Committee, provide to the Council a written report about the matters reviewed at the meeting and the Committee's recommendations about the matters⁹.

The Committee may, at any time, report to the Council any other matter it deems of sufficient importance to do so.

7. **ADMINISTRATIVE ARRANGEMENTS**

7.1 Audit and Risk Committee Meetings

The Committee may meet separately with the internal auditor if requested by the Chair of the Committee.

The Committee will meet at least two times per financial year¹². A special meeting may be held to review the Council's annual financial statements.

The Chair is required to call a meeting if requested to do so by any two Committee members, the internal auditor, the external auditors or at his/her own discretion.

A forward meeting plan, including meeting dates and strategic agenda items, will be agreed by the Committee each year.

Meetings will be held in the Council Chambers unless otherwise advertised.

7.2 Attendance at meetings and quorums

A quorum will consist of at least half of the number of members of the Committee¹³. Where there is more than one independent member on the Committee, a quorum will include at least one independent member. Meetings can be held in person, by telephone or by video conference. At a meeting of the Committee either the Chair presides or if the Chair is absent, the member chosen by the members present for the meeting presides.

¹²Sec 211(1)(a) *Local Government Regulation 2012*

¹³Sec 211(2)(a) *Local Government Regulation 2012*



STRATEGIC POLICY
MOUNT ISA CITY COUNCIL
Audit and Risk Committee Charter

RESOLUTION NO. **OM14/12/22-VERSION V7**

The Mayor, Chief Executive Officer, Director Corporate and Community Services, Corporate Governance Coordinator and the Internal Auditor are permanent invitees and are non-voting observers. Other Council officers may be required to attend Committee meetings as invited observers but will have no voting rights.

The external auditor and the Queensland Audit Office representative will be invited to attend all meetings as observers but will have no voting rights.

The Committee may meet separately with the internal or external auditors if requested by the Chair of the Committee.

7.3 Secretariat

Secretariat Support is to be resourced from the Executive Services Team for the administration of the Committee.

7.4 Agendas and Minutes

- a) The internal auditor must submit Agenda Items and papers to the Secretariat, at least seven (7) working days, before the scheduled meeting date.
- b) The Secretariat is to provide the Agenda to the Chair, for approval.
- c) The agenda must be distributed by the Secretariat, to the Committee Members and Nominated Observers, at least seven (7) calendar days before the Audit and Risk Committee Meeting date.
- d) The Committee must provide a Meeting Report to the Council of its deliberations of its advice together with recommendations for which it seeks Council approval.
- e) The Meeting Report of the Committee must be approved by the Chair and circulated within ten (10) calendar days, from the date of the Meeting.
- f) Upon approval by the Chair of the Audit and Risk Committee, the Meeting Report must be provided to the Chief Executive Officer who, pursuant to s211(4) of the *Local Government Regulation 2012* must present the report at the next meeting of the local government.

8. CONFLICTS OF INTEREST

- 8.1 Committee members must declare any conflicts of interest at the start of each meeting or before discussion of the relevant agenda item or topic. Details of any conflicts of interest should be appropriately minuted.
- 8.2 Where members or observers at Committee meetings are deemed to have a real, or perceived, conflict of interest it may be appropriate that they are excused from Committee deliberations on the issue where a conflict of interest exists. The final arbiter of such a decision is the Chair of the Committee.

9. INDUCTION OF NEW MEMBERS

New members will receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities by the Secretary.



STRATEGIC POLICY

MOUNT ISA CITY COUNCIL**Audit and Risk Committee Charter**RESOLUTION NO. [OM14/12/22-VERSION V7](#)**10. ASSESSMENT ARRANGEMENTS**

The Chair of the Committee will initiate a review of the performance of the Committee at least once every two (2) years. The review will be conducted on a self-assessment basis (unless otherwise determined by the Chair) with appropriate input sought from the Chief Executive Officer, the internal and external auditors, management and any other relevant stakeholders, as determined by the Chair.

11. REVIEW OF CHARTER

Every two (2) years, or as necessary due to Council, legislative and regulatory changes, the Committee will review and confirm the appropriateness of the Audit and Risk Committee Charter. Any substantive changes to the charter will be recommended by the Committee and formally approved by the Council.

11.2 APPOINTMENT OF COUNCILLORS TO INTERNAL COMMITTEES AND ADVISORY COMMITTEES

Document Number: 807560
Author: Senior Executive Assistant
Authoriser: Acting Chief Executive Officer
Directorate: Executive Services
Portfolio: Executive Services

EXECUTIVE SUMMARY

The required appointments of elected members to Council committees and advisory committees is presented for Council's consideration.

RECOMMENDATION**THAT**

1. Council appoints <insert councillor name> and <insert councillor name> to the Lake Moondarra Advisory Committee.
2. Council appoints <insert councillor name> and <insert councillor name> to the Mine Workers Memorial Advisory Committee.
3. Council appoints <insert councillor name> and <insert councillor name> to the North West Motorsport Advisory Committee.
4. Council appoints <insert councillor name> and <insert councillor name> to the Regional Arts Development Fund (RADF) Committee.

OVERVIEW

Council consideration is sought to appoint Council members to the following Council committees:

1. Lake Moondarra Advisory Committee
2. Mine Workers Memorial Advisory Committee
3. North West Motorsport Advisory Committee
4. Regional Arts Development Fund (RADF) Committee

LAKE MOONDARRA ADVISORY COMMITTEE

The Advisory committee was formed in 2021 with the intention to give representatives from community, government, and business the opportunity to provide advice and feedback to Council on matters relevant to the R48 Reserve for Water and Recreation purposes.

Furthermore, the Committee assist Council by providing guidance on infrastructure, sustainability, technical and other relevant issues pursuant to the R48 Reserve for Water and Recreation purposes.

As per the Terms of Reference, the Advisory Committee is recommended to include two elected councillors as ex-officio members.

Committee meetings will be held at least quarterly (every 3 months).

MINE WORKERS' MEMORIAL ADVISORY COMMITTEE

The Advisory Committee was formed in 2021 to give representatives from community, government and business the opportunity to provide advice and feedback to Council on matters relevant to the proposed Miners Memorial.

The Terms of Reference states 'The Advisory Group will include the Mayor and 2 nominated councillors as ex-officio members'.

Committee meetings will be held at least quarterly (every 3 months).

NORTHWEST MOTORSPORT ADVISORY COMMITTEE

The Advisory Committee was established in late 2021, following several community consultations, to give representatives for community, government, and business the opportunity to provide advice and feedback to Council on matters relevant to the North West Motor Sports Complex.

The Terms of Reference states the advisory committee will include 2 elected Councillors as ex-officio members

REGIONAL ARTS DEVELOPMENT FUND (RADF) COMMITTEE

The Mount Isa RADF Committee is a group of informed representatives who reflect the diverse arts, culture and geography of the Council area. The committee acts as a focus group for arts and culture in the Mount Isa Region and makes recommendations to Council for eligible grant submissions for each funding round.

The committee meets at least three times per financial year and as required at the discretion of the Chairperson.

The Committee requires one (1) elected Councillor for the position of Chairperson.

LINK TO CORPORATE PLAN

Theme:	1.	People & Communities
Strategy:	1.4	Continue to develop and extend Council's public consultation processes, including the reporting of outcomes and the development of charters which clarify expectations for the provision of information for Council staff and the community

CONSULTATION (INTERNAL AND EXTERNAL)

Manager Economic and Community Development and RADF Liason Officer

LEGAL CONSIDERATIONS

Local Government Regulation 2012

POLICY IMPLICATIONS

Advisory Committee Policy

ATTACHMENTS

Nil

11.3 APPOINTMENT OF MICCOE BOARD MEMBERS

Document Number: 807556

Author: Senior Executive Assistant

Authoriser: Acting Chief Executive Officer

Directorate: Executive Services

Portfolio: Tourism, Events, Sports and Recreation & Youth

EXECUTIVE SUMMARY

The purpose of this report is to seek Council consideration to adopt the updated Mount Isa City Council Owned Enterprises (MICCOE) Charter and appoint Councillors as MICCOE Board Members.

RECOMMENDATION

THAT Council

1. adopt the updated MICCOE Charter V2, and
2. appoint the following Councillors as Mount Isa City Council Owned Enterprises (MICCOE) Board Members:
 - Mayor MacRae
 - <insert councillor name>
 - <insert councillor name>, and
3. appoint <insert councillor name> as the interim Board Chairperson.

OVERVIEW

The Mount Isa City Council Owned Enterprises (MICCOE) Board Charter was established and adopted by Council in 2023. The current Charter requires Council to appoint three current Councillors to its Board. It further states that the mayor is an ex-officio member and is a permanent invitee with no voting rights.

The proposed amendment to the Charter will allow the Mayor of Mount Isa City Council to be a voting member of the MICCOE Board. Should Council accept the proposed changes to the Charter, the Mayor will be appointed as one of the three Councillors on the Board. No further changes to the Charter are proposed.

The MICCOE Board has been operating for a considerable period without an independent Chair, but best practice is for the board to be independently chaired. The position will be advertised on appropriate forums and websites to attract the best possible candidate. However, in the interim, it is recommended that Council appoint one of its elected board members as the interim Chair.

BACKGROUND

The MICCOE Board oversees Outback at Isa, Mount Isa's major tourism facility includes the Mount Isa Visitor Information Centre, Hard Times Mine, Isa Experience and Outback Park, the Mount Isa Regional Art Gallery, Riversleigh Fossil Centre, and the Outback Café. The MICCOE Pty Ltd is a

proprietary Company that was established by Council as a beneficial enterprise under the *Local Government Act 2009*.

The Board focuses on the development of city and regional tourist attractions and sustainable visitor experiences. It is responsible for the review and implementation of the Council approved Business Strategy.

The period of appointment to the Board remains a three-year period, after which the Board member may be eligible for an extension at Council's discretion following a formal review. The maximum term being six years.

The Board members as a collective, should have a broad range of skills and experience including financial, commercial, tourism, marketing and promotion, asset management and company director or government board experience.

The Board meets at least six times per financial year or as decided by the Chairperson.

Responsibilities of Directors remain unchanged, and include:

Directors are responsible for managing the Business and making decisions that are not items of day-to-day management. The Directors must adopt a Business Strategy for the Company (MICCOE) for Council approval.

Other responsibilities of the Board include ensuring the that the Company maintains accounts and other records, maintains its property in good working condition, complies with all contracts to which it is a party, and adequately insures its insurable assets.

BUDGET AND RESOURCE IMPLICATIONS

As per the Charter, there is no additional remuneration for Councillors as MICCOE Board members.

LINK TO CORPORATE PLAN

Theme:	1.	People & Communities
Strategy:	1.5	Develop and promote our unique artistic and cultural diversity

CONSULTATION (INTERNAL AND EXTERNAL)

CEO, Director Community Services and Corporate Governance Coordinator.

LEGAL CONSIDERATIONS

Company Consitution Mount Isa City Council Owned Enterprises (MICCOE) Pty Ltd.

POLICY IMPLICATIONS

ATTACHMENTS

1. MICCOE Charter V2 [↓](#) 



STRATEGIC POLICY
MOUNT ISA CITY COUNCIL
 Mount Isa Council Owned Enterprises (MICCOE) Board
 Charter

RESOLUTION NO. **OM0**/**/2024** VERSION **V2**

APPLIES TO STRATEGIC POLICIES ONLY

This an official copy of the Mount Isa Council Owned Enterprises Pty Ltd Charter, made in accordance with the provisions of *Local Government Act 2009* and *Local Government Regulations 2012*.

Strategic policies are adopted by Council due to its desire to influence the direction of an issue or assist in the delegated decision making of Council officers. Strategic policies should follow the jurisdiction provided to Council through its Corporate Plan; the Mount Isa Council Owned Enterprises (MICCOE) Board Charter is approved by the Mount Isa City Council for the operations and procedures of Council.

.....
Tim Rose
Chief Executive Officer

DOCUMENT VERSION CONTROL			
Governance/Policies/Strategic Doc ID#			POLICY TYPE
			Strategic (Council)
VERSION	DATE	RESOLUTION NO.	DETAILS
V1	19.06.2023	OM08/07/2023	Responsible Officer – CEO
V2	19.04.2024	OM**/**/2024	Responsible Officer – CEO
			REVIEW DUE 04 2026

DISTRIBUTION AND DISSEMINATION			
Internal email to all employees	X	Section meetings / Toolbox talks	X
Internal email to all Councillors	X	Included in employee inductions	X
Employee noticeboards	X	Uploaded to Council website	X
Internal training to be provided	X	External training to be provided	
Registered in magiQ	X		

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STRATEGIC POLICY
MOUNT ISA CITY COUNCIL
Mount Isa Council Owned Enterprises (MICCOE) Board
Charter

RESOLUTION NO. ~~OMO****2024~~VERSION V2

1. PURPOSE

Mount Isa City Council Owned Enterprises Board ("the Board") is a beneficial enterprise controlled by Mount Isa City Council ("Council"), directed to benefiting and is reasonably expected to benefit the whole or part of the Mount Isa local government area.

This will be read in conjunction with the MICCOE Company Constitution charter sets out the Board's administrative arrangements.

2. COMMENCEMENT

This charter will commence on and from 24 April 2024. It replaces all other arrangements governing the MICCOE Board (whether written or not).

3. COMPOSITION, TENURE AND REMUNERATION

3.1 The Board will be comprised of at least four and no more than six members and include:

- a) Three current councillors (including the Mayor) as decided by Council resolution
- b) At least one and no more than three independent, external members as decided by Council resolution
- c) The Chairperson shall be an external independent member, decided on by Council resolution

3.2 The period of appointment to the Board will be a three year period, after which the Board member may be eligible for an extension at Council's discretion following a formal review. The maximum term being six years.

3.3 The Board members as a collective, should have a broad range of skills and experience including financial, commercial, tourism, marketing and promotion, asset management and company director or government board experience.

3.4 Each Board member will be entitled to a vote, in the event of a tied vote, the Chairperson may exercise a casting vote on any matter.

3.5 Independent, external Board members are entitled to be remunerated by Council on a per Board meeting basis as follows:

- a) External, independent Chairperson \$1000 (ex GST)
- b) Other external, independent member/s \$800 (Ex GST)
- c) Where an external, independent Board member is required to travel to attend a Board meeting in Mount Isa, Council will meet these costs.

4. RESPONSIBILITIES

4.1 The Board oversees Outback at Isa, Mount Isa's major tourism facility includes the Mount Isa Visitor Information Centre, Hard Times Mine, Isa Experience and Outback Park, the Mount Isa Regional Art Gallery, Riversleigh Fossil Centre, and the Outback Café.

4.2 The Board should focus on the development of city and regional tourist attractions and sustainable visitor experiences by reviewing and implementing the Council approved Business Strategy.

4.3 The Board will meet at least six times per financial year or as decided by the Chairperson. A forward meeting plan, including meeting dates and agenda items will be agreed to by the Board each year.

Meetings will be held in the Council Chambers unless otherwise decided by Council.

4.4 The Board may also provide guidance to the Outback at Isa Centre Management.

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STRATEGIC POLICY
MOUNT ISA CITY COUNCIL
 Mount Isa Council Owned Enterprises (MICCOE) Board
 Charter

RESOLUTION NO. ~~OM0***/2024~~VERSION V2.

5. ADMINISTRATIVE ARRANGEMENTS AND REPORTING

- 5.1 A quorum will consist of at least half the number of members of the Board. Where the Chairperson is absent, the members present will decide who will chair the meeting.
- 5.2 Council will provide a secretary to provide administrative support to the Board including:
 - a) Preparation of agenda
 - b) Recording and distribution of meeting minutes
- 5.3 The Board will provide, as soon as practicable, a written report to Council about the matters discussed at the meeting including any recommendations.

6. VARIATIONS

Council reserves the right to vary, replace or terminate this policy from time to time.

ASSOCIATED DOCUMENTS AND LEGISLATION

- Constitution of Mount Isa City Council Owned Enterprises Pty Ltd
- *The Corporations Act 2001*

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11.4 APPOINTMENT OF COUNCILLORS TO EXTERNAL COMMITTEES

Document Number: 807586
Author: Senior Executive Assistant
Authoriser: Acting Chief Executive Officer
Directorate: Executive Services
Portfolio: Executive Services

EXECUTIVE SUMMARY

Council is required to nominate Councillors to represent Council on a number of external committees, boards and groups.

RECOMMENDATION**THAT**

1. Council appoints <insert councillor name> to the Australian Mining Cities Alliance Board of Directors.
2. Council appoints <insert councillor name> to the Lead Alliance Committee.
3. Council nominates <insert councillor name> to the Mount Isa Water Board, board of directors.
4. Council appoints <insert councillor name> and <insert councillor name> as delegates for the North Queensland Sports Foundation.
5. Council appoints <insert councillor name> to the Riversleigh World Heritage Advisory Committee.

OVERVIEW

Council consideration is sought to appoint Councillors to the following external committees and boards:

1. Australian Mining Cities Alliance
2. Lead Alliance Committee
3. Mount Isa Water Board
4. North Queensland Sports Foundation
5. Riversleigh World Heritage Advisory Committee

AUSTRALIAN MINING CITIES ALLIANCE

The objectives of the AMCA are to progress the economic and social development of mining cities across Australia, share experiences and know-how among the members of the Alliance, and seek to improve State, Territory and Federal policy settings relating to mining cities.

Member cities include Karratha, Moranbah, Kalgoorlie-Boulder, Broken Hill and Mount Isa.

The Board currently meets approximately 4-6 times per year.

Council is required to appoint a Board Director, usually the Mayor or Deputy Mayor of Council.

LEAD ALLIANCE COMMITTEE

The Lead Alliance is a local committee consisting of representatives from Local Government, North West Hospital Health Service, Mount Isa City Council and Glencore North Queensland. Their purpose is to achieve a sustainable improvement in the health of the Mount Isa community, by effectively managing how residents live and work around the naturally occurring and non-natural sources of lead and other contaminants throughout Mount Isa.

The Lead Alliance run a number of programs, educational visits and community engagement events. The Committee meets quarterly.

A Committee member is required to be nominated by Council. Council may also choose to appoint a 'Delegate in Mayoral Absence', however this is optional.

In the previous term, this was undertaken by the Mayor and Cr Kim Coghlan (delegate in Mayoral absence).

MOUNT ISA WATER BOARD

Mount Isa Water Board operates as a commercialised statutory authority to carry out its business activities which include:

1. acting as a registered Water Service Provider under the *Water Supply (Safety and Reliability) Act 2008*,
2. managing the infrastructure required to transport bulk water from storages at Lake Moondarra and Lake Julius to customers, and applying appropriate water treatment processes to comply with MIWB's legislative and commercial requirements,
3. conducting ongoing investigations and planning for future infrastructure requirements relevant to MIWB operations,
4. constructing, operating and maintaining the bulk water transport and treatment infrastructure, necessary to MIWB operation, and
5. acting as trustee for the Water and Recreation R48 Reserve (R48 Reserve) on behalf of the Department of Natural Resources, Mines and Energy, as administrator of the *Land Act 1994*.

The Board is responsible for overseeing MIWB's corporate governance, including setting the strategic direction, establishing goals for management and monitoring performance against these goals.

The Board currently meets monthly, and as required.

A Council nomination is required for the position of Director on the Mount Isa Water Board to be considered and appointed by the Governor in Council.

NORTH QUEENSLAND SPORTS FOUNDATION

The North Queensland Sports Foundation was established to lead and connect North Queensland communities in supporting healthier and active lifestyles. It is responsible for projects including Move It NQ, Overlander's Way Festival of Sport and NQ Sportstar Awards.

Mount Isa City Council is a member of the North Queensland Sports Foundation and requires the appointment of two (2) councillors as delegates.

One of the main functions of the delegates is to assess the local nominations for the North Queensland Sportstar Awards and select the relevant nominees per category, as Council's submission to The North Queensland Sports Foundation.

RIVERSLEIGH WORLD HERITAGE ADVISORY COMMITTEE

The Riversleigh World Heritage Advisory Committee provides advice to the Australian and Queensland government ministers responsible for World Heritage matters and assist in meeting obligations under the *World Heritage Convention and the Commonwealth Environment Protection and Biodiversity Conservation Act 1999*. These obligations include identifying, protecting, conserving, presenting and transmitting to future generations the Outstanding Universal Value of the World Heritage property.

The Committee meets quarterly, and Council is required to appoint one (1) committee member.

In the previous term, this was undertaken by Cr Peta MacRae.

LINK TO CORPORATE PLAN

Theme:	1.	People & Communities
Strategy:	1.1	Continue to monitor and stay informed about matters that affect the community

ATTACHMENTS

Nil

11.5 COUNCILLOR CODE OF CONDUCT UPDATE

Document Number: 808236
Author: Senior Executive Assistant
Authoriser: Acting Chief Executive Officer
Directorate: Executive Services
Portfolio: Executive Services

EXECUTIVE SUMMARY

The ministerial update to the Code of Conduct for Councillors is provided to Council.

RECOMMENDATION

THAT Council receives and notes the changes to the Councillor Code of Conduct.

OVERVIEW

The Code of Conduct for Councillors was updated by the Minister, pursuant to s150D of the *Local Government Act 2009* on 22 February 2024.

BACKGROUND

This reports brings the changes to the Councillor Code of Conduct to the Council's attention, presented in Council's policy format to indicate the changes to the previous version.

Councillors, in their declaration of office, commit to complying with the standards of behaviour set out in the Councillor Code of Conduct.

BUDGET AND RESOURCE IMPLICATIONS

N/A

LINK TO CORPORATE PLAN

Theme:	1.	People & Communities
Strategy:	1.1	Continue to monitor and stay informed about matters that affect the community

CONSULTATION (INTERNAL AND EXTERNAL)

Notification of the changes has been provided to Executive Management Team.

LEGAL CONSIDERATIONS

N/A

POLICY IMPLICATIONS

N/A

RISK IMPLICATIONS

N/A

HUMAN RIGHTS CONSIDERATIONS

N/A

ATTACHMENTS

1. Councillor Code of Conduct [↓](#) 



STATUTORY POLICY
MOUNT ISA CITY COUNCIL
Code of Conduct for Councillors

RESOLUTION NO. OM~~*****~~ VERSION **V7**

APPLIES TO STATUTORY POLICIES ONLY

This an official copy of the **Code of Conduct for Councillors**, made in accordance with the provisions of the *Local Government Act 2009*.

Statutory Policies comply with a legislative requirement; the **Code of Conduct for Councillors** is approved by the Mount Isa City Council for the operations and procedures of Council.

.....
 Tim Rose
Acting Chief Executive Officer

DOCUMENT VERSION CONTROL

Governance/Policies/Statutory Doc ID# 8291				POLICY TYPE	Statutory (Council)
VERSION	DATE	RESOLUTION NO.	DETAILS		
V1	25.05.2016	OM32/05/16	Responsible Officer - Chief Executive Officer		
V2	30.05.2018	OM34/03/18	Responsible Officer - Chief Executive Officer		
V3	15.11.2018	OM08/12/18	Responsible Officer - Chief Executive Officer		
V4	09.12.2020	OM07/12/20	Responsible Officer - Interim Chief Executive Officer		
V5	15.12.2021	OM05/12/21	Responsible Officer - Chief Executive Officer		
V6	23.08.2023	OM09/08/23	Responsible Officer - Acting Chief Executive Officer		
V7	24.04.2024	OM	Responsible Officer - Acting Chief Executive Officer	REVIEW DUE	04.2025

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Internal email to all employees	X	Section meetings / Toolbox talks	
Internal email to all councillors	X	Included in employee inductions	
Employee noticeboards		Uploaded to Council website	X
Internal training to be provided	X	External training to be provided	
Registered in magIQ	X		

MOUNT ISA CITY COUNCIL STATUTORY POLICY

Page 1 of 7



STATUTORY POLICY

MOUNT ISA CITY COUNCIL

Code of Conduct for Councillors

RESOLUTION NO. OM***** VERSION V1

1. **PURPOSE**

The Code of Conduct for Councillors sets out the principles and standards of behaviour expected of councillors and mayors when carrying out their roles, responsibilities, and obligations as elected representatives for their communities. By adhering to the behaviours set out below, councillors will increase public confidence in Local Government and their decisions.
2. **COMMENCEMENT**

This policy will commence on and from 24 April 2024. It replaces all other policies or arrangements governing Codes of Conduct for councillors (whether written or not).
3. **APPLICATION**

This policy applies to all Mount Isa City Council ("Council") councillors.
4. **BACKGROUND**

Under section 150D of the Local Government Act 2009 ("LG Act"), the Minister for Local Government (the Minister) must make a Code of Conduct stating the standards of behaviour for councillors in the performance of their responsibilities as councillors. In addition to this, the Code of Conduct may contain anything the Minister considers necessary for, or incidental to, the standards of behaviour.

Before assuming public office, councillors must understand and commit to complying with the Local Government principles and obligations of councillors in accordance with section 169 of the LG Act, as well as the standards of behaviour set out in this Code of Conduct. All councillors are required to make a declaration of office under section 169 of the LG Act. As part of that declaration, councillors must declare that they will abide by this Code of Conduct.
5. **LOCAL GOVERNMENT PRINCIPLES AND VALUES**

The legislation is founded on five local government principles with which councillors must comply while performing their roles as elected representatives. These principles are listed below:

 1. Transparent and effective processes, and decision-making in the public interest
 2. Sustainable development and management of assets and infrastructure and delivery of effective services
 3. Democratic representation, social inclusion, and meaningful community engagement
 4. Good governance of, and by, Local Government and
 5. Ethical and legal behaviour of councillors and Local Government employees.

This Code of Conduct provides a set of values that describe the types of conduct councillors should demonstrate to ensure their compliance with the local government principles. These values are listed below:

 1. In making decisions in the public interest, councillors will:
 - a) make decisions in open local government meetings
 - b) properly inform relevant personnel of all required information
 - c) make decisions in accordance with law and policy
 - d) commit to exercising proper diligence, care and attention.
 2. To ensure the effective and economical delivery of services, councillors will:
 - a) manage local government resources effectively, efficiently, and economically
 - b) foster a culture of excellence in service delivery
 3. In representing and meaningfully engaging with the community, councillors will:
 - a) show respect to all persons
 - b) clearly and accurately explain the local government's decisions
 - c) accept and value differences of opinion.

MOUNT ISA CITY COUNCIL STATUTORY POLICY

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STATUTORY POLICY
MOUNT ISA CITY COUNCIL
Code of Conduct for Councillors

RESOLUTION NO. OM... VERSION V7

- 4. In exercising good governance, councillors are committed to:
 - a) the development of open and transparent processes and procedures,
 - b) keeping clear, concise, and accessible records of local government decisions
- 5. To meet the community's expectations for high level leadership, councillors will:
 - a) be committed to the highest ethical standards while performing their official duties,
 - b) uphold the system of local government and relevant laws applicable to it.

This Code of Conduct also sets out standards of behaviour aimed at helping councillors understand how the principles and values are put into practice while performing their official duties as elected representatives.

Each standard of behaviour is not intended to cover every possible scenario. However, they provide general guidance about the manner in which councillors are expected to conduct themselves. It is important to note that the principles, values, and standards set out in the Code of Conduct are of equal importance.

6. STANDARDS OF BEHAVIOUR

This Code of Conduct sets out the standards of behaviour applying to all councillors in Queensland while acting in their official capacity. The behavioural standards relate to, and are consistent with, the local government principles and their associated values.

The standards of behaviour are summarised as the three R's, being:

- 1. RESPONSIBILITIES
- 2. RESPECT
- 3. REPUTATION

Each standard of behaviour includes, but is not limited to, several examples to guide councillors in complying with the Code of Conduct when carrying out their role as elected officials. Councillors are to understand and comply with the following standards of behaviour as set out in the Code of Conduct listed below.

1. Carry out RESPONSIBILITIES conscientiously and in the best interests of the Council and the community.

For example, councillors will, at a minimum have the following responsibilities:

- 1.1 Attend and participate meaningfully in all Council meetings, committee meetings, informal meetings, briefings, relevant workshops, and training opportunities to assist them in fulfilling their roles other than where prior leave of absence is given.
- 1.2 Respect and comply with all policies, procedures, and resolutions of local government.
- 1.3 Use only official Council electronic communication accounts (e.g. email accounts) when conducting local government business.
- 1.4 Report any suspected wrongdoing to the appropriate entity in a timely manner.
- 1.5 Ensure that their behaviour or capacity to perform their responsibilities in their official capacity as a councillor is not impaired by the use of substances that may put them or others at risk while performing their duties (for example, alcohol, illegal drugs or prescribed/non-prescribed and/or restricted substances).
- 1.6 Cooperate with any investigation being undertaken by the local government or other entity.
- 1.7 Ensure that the Councillor's Advisor is aware of their obligations to comply with the standards of behaviour in the Code of Conduct for Councillor Advisors in Queensland.
- 1.8 Awareness of responsibilities imposed on councillors by the Local Government Act 2009 and the relevant regulations.

2. Treat people in a reasonable, just, RESPECTFUL and non-discriminatory way.

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STATUTORY POLICY
MOUNT ISA CITY COUNCIL
Code of Conduct for Councillors

RESOLUTION NO. OM**** VERSION V7

For example, councillors will, at a minimum, act in the following ways:

- 2.1 Treat fellow councillors, Council employees and members of the public with courtesy, honesty, and fairness.
- 2.2 Not use abusive, obscene, or threatening language (either oral or written) or behaviour towards other councillors, local government employees or members of the public.
- 2.3 Have proper regard for other people's rights, obligations, cultural differences, safety, health, and welfare.

3. Ensure conduct does not reflect adversely on the REPUTATION of Council.

For example, councillors will, at a minimum, conduct themselves in the following manner:

- 3.1 When expressing an opinion dissenting with the majority decision of the local government, respect the democratic process by acknowledging that the Council decision represents the majority view of the local government.
- 3.2 When making public comment, clearly state whether they are speaking on behalf of the local government or expressing their personal views.
- 3.3 At all times strive to maintain and strengthen the public's trust and confidence in the integrity of Council and avoid any action which may diminish its standing, authority, or dignity.

7. CONSEQUENCES OF FAILING TO COMPLY WITH THE CODE OF CONDUCT,

Failure to comply with the standards of behaviour in this Code of Conduct, or other conduct prescribed in this code of conduct may give rise to a complaint against a councillor's conduct and subsequent investigation and disciplinary action under the legislation if found to have engaged in a conduct breach, misconduct, or corrupt conduct.

A complaint about the conduct of a councillor must be reported to the Office of the Independent Assessor (OIA) within one year from when the conduct occurred, or within six months after the conduct comes to the knowledge of the complainant but within two years after the conduct occurred.

These time limitations do not reflect the fact that the OIA can look at a matter received late due to exceptional circumstances.

There is no time limit for reporting of corrupt conduct.

A preliminary assessment process must be undertaken by the Independent Assessor before progressing conduct matters. After the preliminary assessment the Independent Assessor must decide:

- a) to dismiss a complaint, notice or information, or,
- b) take no further action in certain circumstances, or,
- c) refer a suspected conduct breach to a local government for investigation, or,
- d) investigate the conduct of the councillor, or,
- e) not deal with the complaint and give the councillor counselling or recommend training or mediation.

If, after the preliminary assessment the Independent Assessor refers the complaint to the appropriate entity to deal with, the entity to which they refer the matter will depend on the category of the conduct complaint (conduct breach, misconduct, and corrupt conduct).

The Independent Assessor may take no further action about the conduct of a councillor, following an investigation, if satisfied that taking further action would not be in the public interest.

8. UNSUITABLE MEETING CONDUCT

Under the Local Government Act 2009, any conduct by a councillor that is contrary to the standards of behaviour in the Code of Conduct that occurs within a local government meeting (including standing committee meetings), is dealt with as unsuitable meeting conduct.

Unsuitable meeting conduct by a councillor is dealt with by the chairperson of the meeting. It is important that the chairperson deal with matters of unsuitable meeting conduct immediately, and as efficiently and

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STATUTORY POLICY
MOUNT ISA CITY COUNCIL
Code of Conduct for Councillors

RESOLUTION NO. OM***** VERSION V1

effectively as possible so that the local government can continue with their business of making effective decisions in the public interest.

Unsuitable meeting conduct by the chairperson will be dealt with by the councillors present at the meeting who will decide by resolution if the chairperson has engaged in unsuitable meeting conduct and if so how to deal with the matter. The councillors may make an order to reprimand the chairperson.

9. CONDUCT BREACH

Under the Local Government Act 2009, any conduct by a councillor that is contrary to the standards of behaviour in the Code of Conduct or a policy, procedure or resolution of a local government, and is not unsuitable meeting conduct, misconduct or corrupt conduct is dealt with as a conduct breach. The code of conduct only applies to conduct directly relevant to a councillor's official duties.

The conduct of a councillor is also a conduct breach if it contravenes an order by the chairperson of a local government meeting for the councillor to leave the meeting or is a series of conduct at local government meetings that leads to orders for the councillor's unsuitable meeting conduct being made on three occasions within a period of one year. The local government is not required to notify the OIA of these matters and may deal with the conduct under section 150AG of the Local Government Act 2009 (including Brisbane City Council).

The Independent Assessor is responsible for conducting a preliminary assessment of the complaint about the conduct of a councillor including the allegations of a suspected conduct breach, excluding those arising from unsuitable meeting conduct, referred to the Independent Assessor.

Following the preliminary assessment, if the Independent Assessor has decided not to dismiss, the Independent Assessor must refer a suspected conduct breach to the local government to deal with.

The local government may decide not to start, or to discontinue investigation if:

- the complainant withdraws the complaint or consents to the investigation not being started or being discontinued; or
- the complainant does not comply with a request by the local government for further information; or
- there is insufficient information to investigate the conduct; or
- the councillor has vacated office (if re-elected within a 12 month period, the investigation must be recommended).

10. MISCONDUCT

Councillors are required to comply with all laws that apply to local governments, this includes refraining from engaging in misconduct.

The Independent Assessor is responsible for assessing and investigating instances of suspected misconduct. The OIA may make an application to the Councillor Conduct Tribunal (CCT) for the matter to be heard and determined. If the councillor is found to have engaged in misconduct, the CCT may decide to take the disciplinary action it considers appropriate against the councillor. The Independent Assessor may, at any time before an application is decided by the CCT, withdraw the application in whole or in part if satisfied the withdrawal is in the public interest.

If the office of a councillor is vacated before an application is decided, the Independent Assessor must withdraw the application.

The conduct of a councillor is misconduct if the conduct:

- adversely affects, directly or indirectly, the honest and impartial performance of the councillor's functions or exercise of the councillor's powers; or
- is, or involves,
 - o non-compliance with an Act by a councillor;
 - o misuse of information or material acquired by the councillor, in the performance of the councillor's functions, whether the misuse is for the benefit of the councillor or for the benefit or to the detriment of another person.

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STATUTORY POLICY
MOUNT ISA CITY COUNCIL
Code of Conduct for Councillors

RESOLUTION NO. OM***** VERSION VI

- is:
 - a contravention of an order of a local government or the CCT,
 - a contravention of a policy of the local government about the reimbursement of expenses
 - failure to notify particular conduct to the OIA
 - a failure to declare a conflict of interest or appropriately deal with a prescribed conflict of interest or a declarable conflict of interest in a meeting
 - participation in a decision when a prescribed or declarable conflict of interest exists without approval of the other councillors in the matter
 - a failure to report another councillor's potential conflict of interest in a matter in a meeting if the councillor reasonably believes or suspects the other councillor has a conflict of interest
 - a release of confidential information that the councillor knows is confidential
 - an attempt to influence a decision maker about a matter in which the councillor has a prescribed conflict of interest or a declarable conflict of interest
 - failure to declare particulars of interests at the start of the term or appointment, update or annually review.

The conduct of a councillor is also misconduct if the conduct leads to the councillor being disciplined for a conduct breach on three occasions within a period of one year or is conduct that is identified in an order of local government that it will be dealt with as misconduct if the councillor engages in the same conduct breach again.

The conduct of a councillor is misconduct if a councillor purports to direct the Chief Executive Officer (CEO) in relation to disciplinary action regarding the conduct of a local government employee or a Councillor Advisor.

The conduct of a mayor is misconduct if an unlawful direction is given by a mayor to the CEO under the Local Government Act 2009 or, is given to the CEO or a senior executive employee under the City of Brisbane Act 2010.

Councillors / mayor may only give directions to local government employees that are in accordance with the guidelines made about the provision of administrative support.

11. **CORRUPT CONDUCT**

Corrupt conduct is defined by, and dealt with, under the Crime and Corruption Act 2001 and must be referred to the Crime and Corruption Commission (CCC).

Corrupt Conduct means conduct of a person, regardless of whether the person holds or held an appointment, that

- adversely affects or could adversely affect the performance of the councillor's responsibilities, and,
- involves the performance of the councillor's responsibilities in a way that:
 - is not honest or impartial, or
 - involves a breach of the trust placed in the councillor, or
 - involves a misuse of information or material acquired through the performance of the councillor's responsibilities and,
- would if proved, be:
 - a criminal offence; or
 - a disciplinary breach providing reasonable grounds for terminating the person's services, if the person is or were the holder of an appointment.

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a release of confidential information outside of the Council|

failure to declare a conflict of interest or appropriately deal with a conflict of interest in a meeting|

attempting to influence a decision maker about a matter in which the councillor has a conflict of interest|

failure by a councillor to report a suspected prescribed conflict of interest of another councillor|

failure to submit, update or review your registers of interests, or|

is a failure by the councillor to comply with|

an order made by the Council or Councillor Conduct Tribunal|

any acceptable request guidelines of the Council made under the legislation|

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STATUTORY POLICY
MOUNT ISA CITY COUNCIL
Code of Conduct for Councillors

RESOLUTION NO. OM*** VERSION V7

Corrupt Conduct also means conduct of a person, regardless of whether the person holds or held an appointment, that:

- impairs, or could impair, public confidence in public administration; and
- involves, or could involve, any of the following –
 - o collusive tendering;
 - o fraud relating to an application for a licence, permit or other authority under an Act with a purpose or object of any of the following (however described)
 - protecting health or safety of persons;
 - protecting the environment;
 - protecting or managing the use of the State's natural, cultural, mining or energy resources;
 - o dishonestly obtaining, or helping someone to dishonestly obtain, a benefit from the payment or application of public funds or the disposition of State assets;
 - o evading a State tax, levy or duty or otherwise fraudulently causing a loss of State revenue;
 - o fraudulently obtaining or retaining an appointment; and
- would, if proved, be –
 - o a criminal offence; or
 - o a disciplinary breach providing reasonable grounds for terminating the person's services, if the person is or were the holder of an appointment.

Councillors are reminded of their obligations under section 38 of the Crime and Corruption Act 2001 to report suspected corrupt conduct.

The OIA has entered into a section 40 Crime and Corruption Act 2001 arrangement with the CCC which allows the OIA to commence investigation into some allegations of corrupt conduct and report the matters to the CCC on a monthly basis, to provide the CCC with the opportunity to assume responsibility for or monitor an investigation, should the CCC consider that appropriate.

12. **VARIATIONS**

The Corporate Governance Coordinator is responsible for notifying the CEO of any legislative changes to this policy. This Policy does not supersede any update to the Code of Conduct approved by the Minister.

13. **COMMUNICATION AND DISTRIBUTION**

Council will make available to the public, the Code of Conduct for Councillors on our website at www.mountisa.qld.gov.au.

ASSOCIATED LEGISLATION AND POLICIES

- Local Government Act 2009
- Crime and Corruption Act 2001
- Public Sector Ethics Act 1994
- Councillor Investigation Policy
- Standing Orders Policy
- Model Meeting Procedures
- Councillor Acceptable Request Guidelines

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11.6 UPDATE TO COUNCILLOR PORTFOLIOS

Document Number: 808241
Author: Senior Executive Assistant
Authoriser: Acting Chief Executive Officer
Directorate: Executive Services
Portfolio: Executive Services

EXECUTIVE SUMMARY

Update to the adopted Councillor Portfolios.

RECOMMENDATION

THAT Council allocate the Waste Management portfolio area to <insert portfolio and portfolio holder> and the Councillor Portfolio policy be updated accordingly.

OVERVIEW

A change to the Councillor Portfolios is required to remove the risk of any future or perceived conflict of interest with the current portfolio holder of Waste Management.

BACKGROUND

At the Post Election Council meeting on 5 April 2024, Council adopted the updated Councillor Portfolio Policy and nominated Councillors as portfolio holders:

RESOLUTION PE03/04/24

Moved: Mayor Cr Peta MacRae
 Seconded: Cr Dan Ballard

THAT Council adopt the Councillor Portfolio Policy V2 and allocate portfolio Councillors as follows:

Portfolio	Portfolio Councillor
Finance, Customer Service	Cr Danny Ballard
Economic Development	Cr Travis Crowther
Tourism, Events, Sports and Recreation, Youth	Cr John Doyle
Environment, Local Laws, Development & Town Planning	Cr James Coghlan
Parks & Gardens, Splashez, Library & Cemetery	Cr Kim Coghlan
Works & Engineering, Water & Sewerage, Waste Management	Cr John Tully

CARRIED 7

Since the appointment of Councillors to the portfolios, it has become apparent that the 'Works & Engineering, Water & Sewerage, Waste Management' portfolio is required to be redefined to mitigate possible conflicts of interest with the portfolio holder. It is proposed that the Waste Management portion of this portfolio be moved to another portfolio and portfolio holder.

BUDGET AND RESOURCE IMPLICATIONS

Nil.

LINK TO CORPORATE PLAN

Theme:	1.	People & Communities
Strategy:	1.1	Continue to monitor and stay informed about matters that affect the community

CONSULTATION (INTERNAL AND EXTERNAL)

Mayor and CEO.

LEGAL CONSIDERATIONS

Nil.

POLICY IMPLICATIONS

Nil.

RISK IMPLICATIONS

If the Waste Management Portfolio was to remain with the resolved portfolio Councillor, there is a risk that possible perceived or future conflicts of interest may arise.

HUMAN RIGHTS CONSIDERATIONS

Nil.

ATTACHMENTS

Nil

11.7 PROPOSED UPDATE TO THE COUNCILLOR ACCEPTABLE REQUEST GUIDELINES

Document Number: 808250
Author: Senior Executive Assistant
Authoriser: Acting Chief Executive Officer
Directorate: Executive Services
Portfolio: Executive Services

EXECUTIVE SUMMARY

Proposed update to the Councillor Acceptable Request Guidelines.

RECOMMENDATION

THAT Council accept the proposed changes to the Councillor Acceptable Request Guidelines in Version 7 of the document.

OVERVIEW

The Councillor Acceptable Request Guidelines are a statutory document required under section 170A(7)(a) and (b) of the *Local Government Act 2009*.

The acceptable requests guidelines are guidelines, adopted by resolution of the local government, about—

- (a) the way in which a councillor may ask a local government employee for advice to help the councillor carry out his or her responsibilities under this Act; and*
- (b) reasonable limits on requests that a councillor may make.*

The Councillor Acceptable Request Guidelines also include provision for administrative support as per:

Section 170AA(1) of the *Local Government Act 2009*, Guidelines about provision of administrative support to councillors:

- (1) The chief executive officer of a local government may make guidelines about the provision of administrative support by local government employees to a councillor.*
- (2) The guidelines must include—*
 - (a) when a councillor may be provided with administrative support by a local government employee; and*
 - (b) how and when a councillor may give a direction to a local government employee in relation to the provision of administrative support; and*
 - (c) a requirement that a councillor may give a direction to a local government employee only if the direction relates directly to administrative support to be provided by the local government employee to the councillor under the guidelines.*
- (3) A direction purportedly given by a councillor to a local government employee is of no effect if the direction does not comply with the guidelines.*

BACKGROUND

The proposed changes to this policy aim to provide clarification around the contact between Councillors and Council employees, to ensure Councillors are interacting with specified Council employees via the appropriate means.

Council's Corporate Governance Coordinator is proposed to be listed in the policy as a Council employee that Councillors may directly request advice and information from. By enabling direct contact, Councillors are provided with a streamlined service to request Governance advice.

Furthermore, it is proposed that Councillors may request IT Support for their Council issued facilities (laptops, phone, etc.) directly via the existing IT Helpdesk email platform provided to Council employees during business hours. The Director of Corporate Services is required to be copied into the Councillor's request email, to ensure appropriate support is provided or escalated to the CEO as required. This will aims to mitigate delays in Councillors receiving IT support.

BUDGET AND RESOURCE IMPLICATIONS

Nil.

LINK TO CORPORATE PLAN

Theme:	1.	People & Communities
Strategy:	1.1	Continue to monitor and stay informed about matters that affect the community

CONSULTATION (INTERNAL AND EXTERNAL)

Chief Executive Office and Director Corporate Services.

LEGAL CONSIDERATIONS

Nil.

POLICY IMPLICATIONS

Nil.

RISK IMPLICATIONS

Further clarifying contact with employees in the Acceptable Request Guidelines aims to reduce the risk of Councillors breaching the provisions under the *Local Government Act 2009* and ensures effective support is provided.

HUMAN RIGHTS CONSIDERATIONS

Nil.

ATTACHMENTS

1. Councillor Acceptable Request Guidelines V7 [↓](#) 



STATUTORY POLICY
MOUNT ISA CITY COUNCIL
Councillor Acceptable Request Guidelines

RESOLUTION NO. OM***24 VERSION V7

APPLIES TO STATUTORY POLICIES ONLY

This an official copy of the **Councillor Acceptable Request Guidelines**, made in accordance with the provisions of the *Local Government Act 2009, Local Government Regulation 2012*.

Statutory Policies comply with a legislative requirement; the **Councillor Acceptable Request Guidelines** is approved by the Mount Isa City Council for the operations and procedures of Council.

Tim Rose
Acting Chief Executive Officer

DOCUMENT VERSION CONTROL

Governance/Policies/Statutory Doc ID# 8293				POLICY TYPE	Statutory (Council)
VERSION	DATE	RESOLUTION NO.	DETAILS		
V1	25.05.2016	OM32/05/16	Responsible Officer - Chief Executive Officer		
V2	30.05.2018	OM34/03/18	Responsible Officer - Chief Executive Officer		
V3	29.01.2020	OM25/01/20	Responsible Officer - Chief Executive Officer		
V4	14.10.2020	OM18/10/20	Responsible Officer - Chief Executive Officer		
V5	15.12.2021	OM06/12/21	Responsible Officer - Chief Executive Officer		
V6	23.08.2023	OM09/08/23	Responsible Officer - Interim Chief Executive Officer		
V7	17.04.2024	OM***24	Responsible Officer - Chief Executive Officer		
			REVIEW DUE	07.2026	


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DISTRIBUTION AND DISSEMINATION

Internal email to all employees	X	Section meetings / Toolbox talks	
Internal email to all councillors	X	Included in employee inductions	
Employee noticeboards	X	Uploaded to Council website	X
Internal training to be provided		External training to be provided	
Registered in magiQ	X		



STATUTORY POLICY

MOUNT ISA CITY COUNCIL

Councillor Acceptable Request Guidelines

RESOLUTION NO. OM~~23~~²⁴ VERSION ~~V1~~

1. **PURPOSE**

To provide a framework about the way in which a Councillor may ask an employee, including the CEO, for advice, information and the provision of administrative support in accordance with sections 170A and 170AA of the Local Government Act 2009 ("LG Act").

Pursuant to the Local Government Act 2009 ("LG Act"), section 170A(7), a local government is required to adopt by resolution, guidelines covering:

 - a) the way in which a councillor may ask a local government employee for advice to help the councillor carry out his or her responsibilities under the LG Act and
 - b) reasonable limits on requests that a councillor may make.

Pursuant to the Local Government Act 2009 ("LG Act"), section 170AA:

 - (1) The chief executive officer of a local government may make guidelines about the provision of administrative support by local government employees to a councillor.
2. **COMMENCEMENT**

This Policy will commence on and from 24 April 2024. It replaces all other policies or arrangements governing acceptable request guidelines (whether written or not).
3. **APPLICATION**

This policy applies to all councillors, including the mayor, of Mount Isa City Council ("Council").
4. **GIVING DIRECTION TO LOCAL GOVERNMENT EMPLOYEES**
 - 4.1 Section 170 of the LG Act prescribes the mayor may give a direction to the chief executive officer ("CEO") However, a direction must not be given if-
 - a) inconsistent with a resolution, or a document adopted by resolution, of the local government or
 - b) it relates to the appointment of a local government employee under s196(3) of the LG Act or
 - c) it relates to disciplinary action by the CEO in relation to a local government employee under s197 of the LG Act or
 - d) it would result in the CEO contravening a provision of an Act.
 - 4.2 No councillor, including the mayor, may give a direction to any other local government employee, except in accordance with clause 7 of this policy.
5. **COMMUNICATION BETWEEN COUNCILLORS AND COUNCIL EMPLOYEES**
 - 5.1 Councillors may request Council employees to provide advice to assist the councillor to carry out his or her responsibilities under the LG Act. All requests for advice must be directed to the relevant director, Corporate Governance Coordinator or the Senior Executive Assistant.
 - 5.2 Councillors may request IT support for Council issued facilities via the IT helpdesk email (helpdesk@mountisa.qld.gov.au) during business hours. The Director of Corporate Services must be included in the email request.
 - 5.3 Councillors may request the CEO to provide information that the local government has access to, relating to the local government, subject to limits outlined in clause 6 of this policy.
 - 5.4 The CEO must comply with these requests within 10 business days, where the CEO believes this is not practicable, the CEO must advise the councillor of the reason they will not meet this

MOUNT ISA CITY COUNCIL STATUTORY POLICY

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STATUTORY POLICY
MOUNT ISA CITY COUNCIL
Councillor Acceptable Request Guidelines

RESOLUTION NO. OM 24 VERSION VI

timeframe within 10 business days. The CEO must then comply with the councillor's request within 20 business days of receiving the request.

- 5.5. Additionally, if the information requested of the CEO relates to a document, a copy of the document is required to be provided.
- 5.6. Where a councillor is unsure about whom to approach, they should seek advice from the CEO.
- 5.7. Any conflicts arising between councillors and local government employees resulting from their interactions are to be brought to the attention of the CEO immediately.

6. LIMITS ON REQUESTS FOR INFORMATION

- 6.1 Requests by councillors to the CEO for information are limited by the LG Act as follows:
 - a) any limit prescribed under a regulation (pursuant to s170A(2) of the LG Act, for example a regulation may prescribe the maximum cost to a local government of providing information to a councillor or
 - b) Where the information or document requested is a record relating to the conduct tribunal or
 - c) that was a record of a former conduct review body (see Clause 11, Definitions) or
 - d) if disclosure of the information or document to the councillor would be contrary to an order of a court or tribunal or
 - e) that would be privileged from production in a legal proceeding on the ground of legal professional privilege

7. ADMINISTRATIVE SUPPORT

- 7.1 The CEO nominates the Senior Executive Assistant and Executive Assistants to provide day to day administrative support to the councillors relating to their official duties. Nominated staff can be directed by the Mayor or Councillors to complete administrative tasks including:
 - a) Managing their calendars and appointments
 - b) Answering phone calls and emails
 - c) Drafting correspondence
 - d) Record keeping
 - e) Assistance in preparing for Council meetings
 - f) Travel arrangements
- 7.2 All requests for administrative support shall be made during ordinary business hour and provided via Email where possible.
- 7.3 The employees providing administrative support will continue to report to and follow directions from their existing manager/director/CEO.
- 7.4 Any concerns regarding a local government employee's performance is to be raised by the councillor directly with the CEO.

8. CONFIDENTIALITY

- 8.1 Councillors are in a position of trust and the legislation is clear that this trust must not be abused by misusing information obtained as a councillor.

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STATUTORY POLICY
MOUNT ISA CITY COUNCIL
Councillor Acceptable Request Guidelines

RESOLUTION NO. OM 24 VERSION VI

8.2 Councillors must ensure that information which is confidential to Council remains confidential. Any person who is, or has been, a councillor must not use information acquired as a councillor to directly or indirectly gain financial advantage for themselves or anyone else, or to cause detriment to the Council.

9. VARIATIONS

9.1 Council reserves the right to vary, replace or terminate this policy from time to time.

10. BREACH OF POLICY

10.1 An allegation of a breach of this policy by a councillor should be made to the CEO and will be dealt with in accordance with s176-s182 of the LG Act.

10.2 Contravention of clause 4.1(c) of this policy is misconduct that could result in disciplinary action being taken against the councillor in accordance with sections 150L(1)(c)(iv), 150AQ and 150AR of the LG Act.

11. COMMUNICATION AND DISTRIBUTION

11.1 Council will make available to the public, the Councillor Acceptable Request Guidelines Policy on our website at www.mountisa.qld.gov.au.

11.2 Supervisors will ensure the policy is distributed as per the Distribution and Dissemination table on this policy.

12. DEFINITIONS

- a) **Local government employee** – includes employees, volunteers, contractors and sub-contractors, work experience placements, apprentices, trainees and labour hire placements.
- b) **Ordinary business hours** – 8:45am to 5pm, Monday to Friday excluding public holidays and office closures.

Associated Legislation and Policies

- *Local Government Act 2009*
- *Local Government Regulation 2012*

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11.8 MEDIA POLICY V6

Document Number: 807187
Author: Senior Executive Assistant
Authoriser: Acting Chief Executive Officer
Directorate: Executive Services
Portfolio: Executive Services

EXECUTIVE SUMMARY

Review and update of Council's Media Policy.

RECOMMENDATION

THAT Council adopt the Media Policy V6

OVERVIEW

The Media Policy is a strategic policy and was last updated in 2020. The policy has been reviewed and updated in line with current practice and advances in the use of social media communications.

BACKGROUND

The review of the policy has retained all existing policy sections, with the proposed changes only expanding sections to provide clarity where necessary.

Section 7 'Dealing with the Media' has been expanded to include additional parameters to assist employees in responding to media enquiries.

Section 8 'Councillors and the Media' has further been expanded to include instances of sharing personal views or opinions during in responses to media and the requirement to report media enquiries to the Mayor and Media Officer.

Section 10 'Social Media' is proposed to include and define language and behaviour that is not permitted when using Council social media sites.

BUDGET AND RESOURCE IMPLICATIONS

No additional budget implications.

The Media Officer's position includes social media management, and the policy acts to formalise an existing requirement of the role to assist Councillors with media enquiries.

LINK TO CORPORATE PLAN

Theme:	1.	People & Communities
Strategy:	1.1	Continue to monitor and stay informed about matters that affect the community

CONSULTATION (INTERNAL AND EXTERNAL)

Council's Media Officer and Executive Management Team.

LEGAL CONSIDERATIONS

Nil.

POLICY IMPLICATIONS

Nil.

RISK IMPLICATIONS

Additions to this policy provide clarity around the roles and responsibilities of Councillors and employees when dealing with the media to mitigate risks of reputational damage.

HUMAN RIGHTS CONSIDERATIONS

Proper consideration has been given to all human rights relevant as per Council's Human Rights Policy.

ATTACHMENTS

1. **Media Policy V6 - Tracked Change Version** [↓](#) 



STRATEGIC POLICY
MOUNT ISA CITY COUNCIL
Media Policy

RESOLUTION NO. **OM***/2024** VERSION **V6**

APPLIES TO STRATEGIC POLICIES ONLY

This an official copy of the **Media Policy**, made in accordance with the provisions of *Local Government Act 2009, Local Government Regulation 2012, Public Records Act, Mount Isa City Council's Local Laws, Subordinate Local Laws*, and current Council Policies.

Strategic policies are adopted by Council due to its desire to influence the direction of an issue or assist in the delegated decision making of Council officers. Strategic policies should follow the jurisdiction provided to Council through its Corporate Plan; the **Media Policy** is approved by the Mount Isa City Council for the operations and procedures of Council.

.....
Tim Rose
Chief Executive Officer

DOCUMENT VERSION CONTROL

Governance/Policies/Strategic Doc ID# 26629			POLICY TYPE	Strategic (Council)
VERSION	DATE	RESOLUTION NO.	DETAILS	
V1	14.11.2007	G07/11/07	Responsible Officer – Communications & Marketing Officer	
V2	10.12.2008	PP08/12/08	Responsible Officer – Communications & Marketing Officer	
V3	20.04.2016	OM00/00/00	Responsible Officer – Communications & Marketing Officer	
V4	12.02.2020	OM13/02/20	Responsible Officer – Media Officer	
V5	19.08.2020	OM30/08/20	Responsible Officer – Media Officer	
V6	xx.02.2024	OM	Responsible Officer – Media Officer	
			REVIEW DUE	05.2026

DISTRIBUTION AND DISSEMINATION

Internal email to all employees	X	Section meetings / Toolbox talks	
Internal email to all Councillors	X	Included in employee inductions	X
Staff noticeboards		Uploaded to Council website	
Internal training to be provided		External training to be provided	
Registered in Magiq	X		

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STRATEGIC POLICY
MOUNT ISA CITY COUNCIL
Media Policy

RESOLUTION NO. OM***/2024 VERSION V6

1. PURPOSE

Mount Isa City Council Media Policy – including Social Media

The intent of this policy is to provide understanding and guidance to elected members and staff for the appropriate use of media platforms – including traditional media (e.g. press, television, magazines, radio) and social media (e.g. Facebook, Twitter, YouTube) – as well as define who is authorised to speak to the media, and parameters on what can be released to the media and when. This policy details Mount Isa City Council ("Council") procedures and directives regarding the use of and interaction with media and social media by elected members and employees. Positive management of this interaction between Council and the media is vital and must be managed carefully to ensure the benefits to Council are maximised while the risks of adverse publicity, due to inaccurate or inappropriate information being shared, are minimised. Council recognises the importance and influence of the media in keeping the community informed, getting feedback on important issues and ensuring Council operates in a transparent and open way. This policy acknowledges the important news gathering role of traditional media as well as the role of social media in providing new opportunities for dynamic, interactive two-way communications that complement existing communication and improve access to, and delivery of, Council information and messaging.

2. COMMENCEMENT

This policy will commence on and from XX April 2024. It replaces all other policies or arrangements governing media use and interaction (whether written or not).

3. APPLICATION

This policy applies to councillors, as well as employees, agents and contractors (including temporary contractors) of Council (collectively referred to in the policy as "employees").

It applies to all online digital spaces collectively referred to as social media where people may comment, contribute, create, forward, post, upload and share content, including social media sites (e.g. Facebook), video-sharing sites (e.g. YouTube), blogs, microblogging sites (e.g. Twitter), and any other websites that allow individuals to use simple publishing tools or new technologies emerging from the digital environment. As it is not possible to expressly refer to or list the specific sites or kinds of social media outlets, the absence of a reference to a particular site or kind of social media activity does not limit the application of this policy.

This policy is not intended to cover personal use of social media where:

- The author publishes information in their personal capacity and not on behalf of, or in association with, Mount Isa City Council; and
- No reference is made to Mount Isa City Council, its Councillors, employees, policies and services, suppliers, or other stakeholders or Council-related issues.

Councillors and employees of Mount Isa City Council are expected to demonstrate standards of conduct and behaviour that are consistent with relevant legislation, regulations and policies (e.g. Councillor Code of Conduct, Code of Conduct for Employees, Mount Isa City Council employee contracts).

4. BACKGROUND

Council is committed to making the best use of all available media to improve communication with the public. This includes using all reasonable and cost-effective means to improve the way we communicate and interact with the community we serve.

Social media and the media are the Council's most important channels of communication with the community. They are effective mediums which the Council works with to provide factual and positive information on policies, initiatives, events, projects, performances and achievements.

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It is important that any potential risks are managed through a common-sense, timely, consistent, appropriate and well-informed approach and framework as well as proactively monitoring the development of such applications.

It is crucial that the Council builds on, fosters and maintains its relationship with the media and the community and continues to issue timely, informative and interesting media releases and to provide other information as necessary.

It is also important that each media release and the distribution of information through social media is approved through the correct Council channels.

5. OBJECTIVES

- 5.1. To provide a policy for the release of information relating to Council business through media outlets.
- 5.2. Ensure positive, proactive media coverage of relevant Council projects, programs and general operation.
- 5.3. Provide a consistent, streamlined approach to managing media.
- 5.4. Ensure appropriate authorisation of Council messages.
- 5.5. Ensure the accuracy of information provided.
- 5.6. Deliver messages and information in a non-political format.
- 5.7. Ensure responses are provided to media in a consistent, timely manner.
- 5.8. Help maximise publicity opportunities for Council.
- 5.9. To clearly identify authorised spokespersons on behalf of Council.
- 5.10. To provide guidelines to those authorised spokespersons when making statements regarding Council business.
- 5.11. To endorse Council's use of social media for the purpose of sharing information and to facilitate discussion as part of a community engagement strategy.

6. ROLES AND RESPONSIBILITIES

- 6.1. The Mayor and the Chief Executive Officer (CEO) are Council's official spokespersons. The Mayor is the official Council spokesperson on all matters of policy and decision-making inquiries, including civic occasions, community events and major Council announcements. The CEO is the official Council spokesperson on all matters relating to Council's operations, including employees, administrative and industrial matters.
- 6.2. The CEO may nominate other staff to act as spokespeople for the Council.
- 6.3. The Mayor may nominate another councillor to speak on a particular matter.
- 6.4. Councillors may speak on behalf of council in relation to their respective portfolios. All portfolio-related media comments must be in supported/in relation to an adopted council resolution or policy with any commentary in support of the respective council resolution of policy. Media releases on such matters must be developed by the Council's Media Officer in consultation with the respective Councillor.

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- 6.5 Views expressed by elected members should be clearly identified as their own, either personal or professional (unless authorised under this policy as a portfolio councillor). Comments should be in line with relevant Council policies and not at any time bring the reputation of Council into disrepute.
- 6.6 The Media Officer is responsible for coordinating media liaison and issuing media releases and has been delegated authority to respond to media enquiries on behalf of Council.
- 6.7 No employee, other than those authorised by the CEO, are to handle an enquiry from the media without prior approval from the CEO.
- 6.8 Information given to the media of a controversial, legal or ethical nature requires the approval of the CEO and/or the Mayor.
- 6.9 The Media Officer is responsible for Council's corporate social media sites. Other employees must only administer approved sites that relate to their areas of responsibility and must have the prior authorisation of their supervisor and/or CEO.
- 6.10 Social media sites must be updated regularly to engage with users and to remain effective and relevant. Council's corporate sites should aim to have at least one post per business day.

Authorised Officer	Roles & Responsibilities
Mayor	Council's official spokesperson on all policy matters. <u>The Mayor may choose to delegate media enquiries to other Councillors.</u>
Deputy Mayor	Act as the Mayor's delegated spokesperson if the Mayor is not available.
Councillors	May speak on behalf of council in relation to their respective portfolios. All portfolio related media comments must be in supported/in relation to an adopted council resolution or policy with any commentary in support of the respective council resolution of policy. Media releases on such matters must be developed by the Council's Media Officer in consultation with the respective Councillor. May provide the media with comment, identifying that this is provided as their own personal opinion and not representing the official position of Council.
CEO	To make statements on behalf of Council to the media. Council's official spokesperson on all policy, operations and administration issues.
Managers and Directors	To make statements on behalf of Council to the media provided there has been prior consultation with the CEO and statements are made in conformity with any directions given by the CEO.
Media Officer	Responsible for coordinating responses and providing information to the media on behalf of Council. Responsible for distributing all written media comment to media organisations. <u>Responsible for Council's social media (Facebook, Twitter and YouTube) accounts.</u>
Employees	No media role unless requested by CEO to provide information or comment.

7. DEALING WITH THE MEDIA

- 7.1. All media enquiries should be directed to the Media Officer.

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- 7.2. Employees must not speak to the media about matters related to Council unless authorised to do so.
- 7.3. Employees may not provide any comment, information, statements or announcements to the media with the intention of contesting or undermining Council policy or casting Council, councillors or employees in a negative light.
- 7.4. Employees may speak to the media or write Letters to the Editor as private individuals with the following restrictions:
 - a) They do not comment on Council business or policy;
 - b) They are not identified as Council employees;
 - c) Their comments are not perceived as representing official Council position or policy.
- ~~7.5.~~ In the event of an industrial dispute (or an incident likely to lead to an industrial dispute), statements on behalf of Council employees should be issued via the relevant union.
- ~~7.6.~~ Where appropriate, and with prior approval from the CEO, an employee may become the sole spokesperson on a specific issue, event or initiative within their operational portfolio, to ensure consistency of message.
- ~~7.7.~~ Employees should treat all media outlets equally and should avoid giving one outlet preferential treatment. Media inquiries should be treated efficiently and courteously.
- ~~7.8.~~ When a media organisation or representative requests information on a specific topic, the response must be provided exclusively to that organisation or representative.
- ~~7.9.~~ News media will sometimes request background information for news stories. Employees should direct these inquiries to the Media Officer for direction and advice. The Media Officer may be authorised to provide background information, either verbally or written, to the media, but cannot be quoted. They must make this clear to the interviewing journalist at the beginning of the discussion. If a quote is required, this must be requested from the Mayor, CEO or relevant Manager or Director.
- ~~7.10.~~ Employees should avoid providing information "off the record" during media interviews. It is best to assume that everything said to any media representative may appear in a news story.
- ~~7.11.~~ Contractors or service providers employed by Council must refer all media enquiries relating to Council to the Media Officer.
- ~~7.12.~~ Only discuss publicly available information. Do not disclose confidential information, internal discussions or decisions of Council, employees or third parties.
- ~~7.13.~~ Do not comment outside your area of expertise. Do not commit Council to actions or undertakings.
- ~~7.14.~~ Be accurate, constructive, helpful and informative. Do not make statements which you know to be false or may reasonably be taken to be misleading or deceptive.
- ~~7.15.~~ When using media platforms, Councillors and Council staff are expected to:
 - Seek assistance and authorisation from the Media Officer.
 - Adhere to Mount Isa City Council's codes of conduct, policies and procedures.
 - Behave with caution, courtesy, honesty and respect.
 - Comply with relevant laws and regulations.
 - Reinforce the integrity, reputation and values of Mount Isa City Council.

8. COUNCILLORS AND THE MEDIA

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Deleted: 7.5. From time to time it may be necessary for a Letter to the Editor to be written as an official Council communication to inform the community about a particular matter. Such letters must be issued through the Media Officer and subject to the approval of the Mayor and/or CEO.¶

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8.1. Councillors may speak to Media in relation to their portfolios on behalf of council and only in support of a relevant council resolution or policy linked to their respective portfolio.

Every councillor also has a right to express a private opinion on any issue – such as, while speaking to the media, or while engaging on social media platforms as private individuals – whether or not that opinion reflects Council’s official position, but councillors must carefully identify the role in which they speak or write.

8.2. Whenever councillors publicly express their own opinions, they must make it clear they are speaking for themselves, unless delegated by the Mayor, and not for Council, unless they are supporting a Council position.

8.3. When councillors speak "for the Council" on their portfolios or when delegated by the Mayor, they must express and support Council’s entire policy on the issue at hand.

8.4. Any personal comment given in relation to Council decisions must not be a misuse or misrepresentation of information or facts. There will be times when a Councillor does not support a decision of the Council and may wish to inform the electors of his or her personal position on the matter. In such a situation, the Councillor should clearly communicate the decision of the Council, the process taken to arrive at the decision without misuse or misrepresentation of information or facts, and then indicate his or her personal view. The Councillor must state such views are personal and not made on behalf of, nor are they the opinion of, Council.

8.5. Councillors must be mindful that any response or public comment will likely be perceived as being made as a Councillor of Mount Isa City Council, irrespective of whether they use the title "Councillor" in their communication or the media channel being used, including personal, professional or other social media channels.

8.6. If a Councillor has responded to a media query, or proactively provided media comment on Council matters, he or she must advise the Mayor and Media Officer of this as soon as possible.

8.7. If delegated, to maintain Council’s reputation with stakeholders and the community and to ensure that Council key messages are clear and consistent at all times, consultation with the Media Officer is recommended before responding to enquiries from the media. Suitable talking points may then be provided if required.

9. MEDIA RELEASES

9.1. Employees may prepare draft media releases, but they must be forwarded to the Media Officer for editing, formatting and distribution to ensure they maintain Council style and look.

9.2. Council’s media releases should never be issued without the Media Officer’s knowledge and the prior approval of the CEO, the Mayor or delegated authority.

9.3. A media release should never be issued quoting a councillor or an employee without that person’s prior knowledge.

9.4. Employees with specialist knowledge may be quoted in media releases with the permission of the relevant delegated authority.

9.5. Media releases must be approved by the CEO or the delegated authority before posting on the Council website.

9.6. All new employees are to be given Council’s Media Policy as a part of the induction process.

10. SOCIAL MEDIA

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10.1 Council is committed to engaging with the community and recognises that social media affords Council another avenue to communicate. Social media can complement Council's existing communication methods.

The purpose of this policy is to establish protocols for managing the use and content of Council's social media sites, and to provide guidelines for employees and councillors about the personal and professional use of Council's social media sites.

10.2 Social media should be used as part of wider campaigns, including mainstream media advertising, media releases, Council websites, community announcements, printed promotional material and other methods of communication.

10.3 Advice is available from the Media Officer. Only publicly available information is to be disclosed. It is the responsibility of the publisher/editor to ensure that only this information is displayed. Any information provided must be factually accurate and comply with all Council policies.

- 10.4 When using Council social media sites, employees authorised by the CEO or Media Officer will:
- a) Only post content that is genuinely expected to be of interest to followers.
 - b) Respond to enquiries within 24 hours (Monday to Friday) where possible.
 - c) Keep messages simple and engage in conversations where appropriate.
 - d) Link to more information on Council's website where possible. If external websites are required to be linked to, this must be authorised by the CEO (or delegate).

e) Provide accurate, fair and thorough information.

The following is not permitted under any circumstances:

- Abusive, profane or sexual language;
- False, misleading or deceptive content;
- Material which would bring Council into disrepute;
- Confidential information about Council or third parties;
- Use of copyright- or trademark-protected materials;
- Discriminatory material in relation to a person or group based on age, creed, disability, family status, gender, nationality, marital status, parental status, political opinion/affiliation, pregnancy or potential pregnancy, race or social origin, religious beliefs/activity, responsibilities, sex or sexual orientation;
- Illegal material or material designed to encourage law breaking;
- Statements which may be considered to be bullying or harassment;
- Personal details or references that may breach privacy laws;
- Material that could compromise Council, employees, community or system safety;
- Material that would breach applicable laws (defamation, privacy, trade and consumer laws, financial rules and regulations, fair use, trademarks, antibullying);
- Spam, meaning the distribution of unsolicited bulk electronic messages;
- Participate anonymously or covertly via a third party or agency;
- Publishing content in exchange for reward of any kind; and
- Endorsement of any political affinity or allegiance.

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11. MONITORING SOCIAL MEDIA

- 11.1. The Media Officer will monitor content posted on all official social media outlets to ensure adherence to the Media Policy for appropriate use, message and consistency in branding.
- 11.2. Content relating to Council that is posted on the internet by elected members, employees, residents and other community members or organisations will be monitored by the Media Officer through the use of a media-monitoring service, Google Alerts and other applications. Where necessary, content will be addressed in an appropriate manner.
- 11.3. Comments from social media users will be monitored and moderated where possible.

12. COUNCIL SOCIAL MEDIA SITES

- 12.1. While Council should aim to avoid diluting the corporate social media profile, individual programs or events can establish their own social media presence in accordance with this procedure.
- 12.2. All new Council social media sites must be approved by the Executive Management Team. The Executive Management Team is to be informed of any planned new social media sites prior to work starting to create them.
- 12.3. An employee wanting to set up a social media site must provide evidence that the site is needed, its purpose and how the site will be administered.
- 12.4. Prior to approval being granted, the administrator must seek advice from the Media Officer about engagement, practical uses and management of their social media presence.
- 12.5. The use of all Council social media sites will be reviewed on an annual basis by the administrator to ensure they remain relevant and useful.

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13. COMMENT MANAGEMENT

Administrators should ensure that they:

- a) Answer questions as soon as possible.
- b) Correct any incorrect information as soon as possible.
- c) Respond accurately at all times. If they do make a mistake, administrators should acknowledge it and correct it as soon as possible.
- d) Exercise sound judgment and common sense when responding.
- e) Do not enter or start arguments.
- f) If they are unclear on facts, seek advice and approval from relevant Managers, Directors or the CEO.
- g) Negative or inappropriate comments, or those that raise legal, privacy or political concerns, should be managed immediately and in consultation with Directors or the CEO.
- h) Inappropriate comments or those that raise legal or privacy concerns should be removed, and the administrator should reply to the author privately, through private messaging, email or phone. Ensure the comment is captured and forwarded to records before removal.

14. NEGATIVE COMMENTS – GENERAL PRINCIPLES

- 14.1. **Straight problem** – always respond, either privately or on the public forum. Take action to rectify the problem.



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- 14.2. **Constructive criticism** – always respond. Thank the user for their suggestion and forward the suggestion to relevant program manager for consideration. If the suggestion is taken up, further response at a later date might be appropriate.
- 14.3. **Warranted criticism** – always respond, the quicker the better. Be positive, empathetic. Alert the program manager and communicate any response to the problem/issue if appropriate.
- 14.4. **Trolling** – do not respond and if necessary, remove it from the page. (Trolling is when posts are inflammatory or off-topic with the main purpose being to provoke an emotional response or to disrupt the normal, relevant conversation.)
- 14.5. It is appropriate to note on the site, if possible, that content deemed unsuitable could be removed. For example: "Mount Isa City Council reserves the right to remove content that does not comply with its Media Policy or any associated policies. To view the policy, visit www.mountisa.gov.qld.au"
- 14.6. Although not recommended, comments on the Facebook wall/timeline can be restricted so that only the administrator can post directly.

15. PROMOTION

- 15.1. Council's social media sites should be promoted using social media buttons to link from Council's main website and other program websites.
- 15.2. Social media sites should be promoted in Council communications e.g. employee and community newsletters, email groups, advertisements and media releases.
- 15.3. Sites should all be linked (for example, liking each other on Facebook, and following each other on Twitter).
- 15.4. Employees are also encouraged to link to social media sites by using social media buttons on their email signatures.

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16. VARIATIONS

Council reserves the right to vary, replace or terminate this policy from time to time.

17. BREACH OF POLICY

- 17.1 Where Council reasonably believes an employee has breached this policy, the matter will be dealt with under the Performance and Misconduct Policy.

18. COMMUNICATION AND DISTRIBUTION

- 18.1 Supervisors will ensure the policy is distributed as per the Distribution and Dissemination table on this policy.

9. DEFINITIONS

Traditional media may include (but is not limited to):

- a) **Printed** – newspapers, newsletters, magazines
- b) **Broadcast** – radio, digital radio
- c) **Online** – online news sites, blogs
- d) **Televised** – TV news, programs
- e) **Social media** – The term commonly given to web-based tools that allows users to interact with each other in some way by sharing information, opinions, knowledge and interests online. As



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the name implies, social media involves the building of online communities or networks to encourage participation and engagement. This includes blogs, message boards, social networking websites (such as Facebook, Twitter, LinkedIn) content sharing websites (such as Flickr, YouTube) and many other similar online channels.

ASSOCIATED LEGISLATION AND POLICIES

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Public Records Act*
- *Mount Isa City Council Communications Strategy*
- *Mount Isa City Council Community Engagement Policy*

DRAFT

11.9 2023-2024 ANNUAL OPERATIONAL PLAN - THIRD QUARTER UPDATE**Document Number:** 808103**Author:** Coordinator, Governance and Disaster Management**Authoriser:** Acting Chief Executive Officer**Directorate:** Executive Services**Portfolio:****EXECUTIVE SUMMARY**

In accordance with the *Local Government Regulation 2012, Section 174(3)*, 'the Chief Executive Officer must present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than 3 months'.

RECOMMENDATION

THAT Council receive and accept the 2023-2024 Annual Operational Plan – Third Quarter Update report.

OVERVIEW

As required, the progress of the actions contained within the Operational Plan is presented in the attached report detailing the Third Quarter Review for 2023-2024.

BACKGROUND

In accordance with the *Local Government Regulation 2012*, a local government must prepare and adopt an annual operational plan. As required by the *Local Government Regulation 2012* section 175, the Operational Plan must be:

- a) consistent with its annual budget and
- b) state how the local government will –
 - i) progress the implementation of the 5-year corporate plan during the period of the operational plan and
 - ii) manage operational risks

BUDGET AND RESOURCE IMPLICATIONS

All actions are budgeted for.

LINK TO CORPORATE PLAN

Theme:	5.	Ethical & Inclusive Governance
Strategy:	5.1	Continually monitor and evaluate all Council operations and conduct independent surveys of client/customer satisfaction levels

CONSULTATION (INTERNAL AND EXTERNAL)

The Executive Management Team was consulted.

LEGAL CONSIDERATIONS

Local Government Regulation 2012

POLICY IMPLICATIONS

Nil.

RISK IMPLICATIONS

Nil

HUMAN RIGHTS CONSIDERATIONS

The protected Human Rights were considered during the preparation of the 2023-2024 Operational Plan.

ATTACHMENTS

1. Operational Plan Q3 Review [↓](#) 





2023-2024 MOUNT ISA CITY COUNCIL ANNUAL OPERATIONAL PLAN

PEOPLE AND COMMUNITIES									
VISION: To establish safe and healthy communities with a strong sense of identify which supports the people and groups who work, live, play and visit here.									
ITEM	ACTION	SUCCESS MEASURE	LEAD RESPON	Q1 Comments	Status	Q2 Comments	Status	Q3 Comments	Status
1.1	Assist community groups to increase their sustainability and build social capacity	Distribute community grants and employ a grants officer to assist in building capacity of local community groups	Community	Round 1 Community Grants and Sponsorship program promoted to community.	On Target	RD 1 Community Grants and Sponsorships completed and endorsed through council October meeting. 5 x Community Grants awarded. 2 x Sponsorships Awarded	On Target	RD 2 Community Grants and Sponsorship program promoted to community.	On Target
1.2	Develop and promote our unique artistic and cultural diversity	Support RADF and be part of Welcoming Cities as well as supporting the multi-cultural festival	Community	RADF - Railway Substation artworks (murals completed) RADF - Mural works for Centenary Place completed (3x containers and wall).	On Target	Promotion of RADF program ongoing	On Target	RADF Community grants program opened to community.	On Target
1.3	Advocate for youth engagement in Council decisions	Develop and implement a Youth Strategy	Community	Youth Strategy Completed. Implementation planning session underway	On Target	Review of Woking group options underway	On Target	Resources being reviewed. No further action as yet	On Target
1.4	Progress the Reconciliation Action Plan	Subject to funding application, implement Stage 2 of the Indigenous Skills and Employment Program	Corporate	Funding application submitted, awaiting outcome.	On Target	Funding application submitted, awaiting outcome.	Review Req'd	Funding application unsuccessful, to seek alternative funding sources	Review Req'd
1.5	Further develop libraries to become active community hubs of learning and social inclusion	Seek funding for the detailed design drawings as per the Master Plan completed in November 2021, to refurbish and incorporate the future operation of the Country University Centre	Community	Application submitted for Growing Regions Fund (federal)	On Target	Response received by Federal Govt that EOI was successful; and submission for funding being completed.	On Target	Waiting on funding submission response. Council allocated 100k in funding to complete refurbishment works in infant/loy area.	On Target
1.6	Lobby State Government for improved state secondary educational opportunities and facilities in Mount Isa	Work with schools to advise of opportunity for tertiary courses available from the first term 2024 at the country university centre, including providing information packs to the new cohort	Community	Country University corporation set. TAFE College is the location. Capital works being planned Promotion for enrolment of students being advertised Start date scheduled for January 2024	On Target	Country University Corporation finalising leasing and site requirements.	On Target	No further council action required. Country University Corporation now govern and deliver University services.	Complete
1.7	Create a better community regarding social issues and social behaviour	Maintain a presence via the Community Connect model to influence social outcomes in the City	Community	Attendance at Regional Youth Alliance Network Meetings (RYAN made up of community support agencies)	On Target	Ongoing meetings with the RYAN group. The Director of Community is having ongoing meetings with Local Leader Mr Alan Baillie to head a collaborative, community-led approach to revitalise and design service delivery.	On Target	Council continues to develop understanding of how council can best support. Recruitment of youth officer to occur in Q4.	On Target
1.8	Maximise private and government funding opportunities to provide access to all training and mentoring programs that promote employment	Work with government agencies, TAFE Queensland (Mount Isa Campus) and schools to establish relationships, partnerships and traineeships that lead to employment	Corporate	Commenced	Review Req'd	Commenced	Review Req'd	Commenced	Review Req'd
1.9	Continue the established strategic alliances with the Australian Mining Cities Alliance and Northwest Regional Organisation of Councils	Support and participate in Strategic alliances	Executive	MICC hosted the AMCA Board meeting in Mount Isa on the 18/9/2023 in conjunction with the Miners memorial. Council also hosted the NWROC meeting on the 6 October 2023.	On Target	Ongoing Meetings to be held in February for NWQROC and later on the for AMCA	On Target	AMCA board meeting planned in May 2024. NWROC planning underway for the first meeting following the 2024 local government election. Mount Isa is hosting WQAC in Mount Isa 4.5th September 2024.	On Target

1.10	Develop and implement an action plan for Council's role in Major Events and Tourism	Review and complete relevant actions within the Mount Isa Tourism Development Strategy 2020-2025	Community	Economic Development team meetings held fortnightly to promote, deliver and measure actions as per EDS	On Target	Service Level Agreement with MICCOE complete, securing tourism activities and governance. Appointment of replacement Tourism & Events officer complete. Funding opportunity to have 2 x Tourism Destination marketing officers located in region (state) soon to be released.	On Target	State Govt awarded funding for appointment of consultant to identify business cases for prioritised opportunities as per Mount Isa Tourism Development Strategy. Destination Marketing Officer Funding approved and Mount Isa bid to have 1 officer located in Mount Isa accepted.	On Target
1.11	Provide 100 years Community Celebrations and community infrastructure for year 2023	Deliver program of remaining events in 2023	Community	All events as per funding agreement delivered. Final acquittal to be completed by Quarter 2	On Target	Final Acquittal lodged	On Target	Final Acquittal monies received. Project closed out	Complete
PROSPEROUS AND SUPPORTIVE ECONOMY VISION: To develop a prosperous and diverse local economy which supports existing industry and encourages new and innovative business and practices.									
ITEM	ACTION	SUCCESS MEASURE	LEAD RESPON	Q1 Comments	Status	Q2 Comments	Status	Q3 Comments	Status
2.1	Lobby for the improved delivery of NBN and Copperstring data connection services to Mount Isa and Region	Lobby for enhanced Internet connectivity for the Mount Isa Region.	Corporate Community	UGL has been engaged by nbn to undertake works as part of the construction of the nbn network (N2P program). UGL will be the delivery partner for the N2P program, tasked with extending fibre optic connectivity within the community on behalf of NBN. Works commenced on 22 September 2023 and will be delivered in a staged approach covering Mount Isa City.	On Target	UGL has been engaged by nbn to undertake works as part of the construction of the nbn network (N2P program). UGL will be the delivery partner for the N2P program, tasked with extending fibre optic connectivity within the community on behalf of NBN. Works commenced on 22 September 2023 and will be delivered in a staged approach covering Mount Isa City.	On Target	N2P program In Progress	On Target
2.2	Lobby State and National Governments to enhance and develop key transport gateways, freight links including public transport and rail services to adjacent regions	Work with MITEZ and RDA on progressing a Transport and Logistic Hub	Community	Transport Logistics Centre proposal put forward through the Regional Economic Futures Fund.	On Target	No response from REFF application. TLC progression also being actioned through the Transitioning Mount Isa's Economy project.	On Target	Waiting on REFF application Transitioning Mount Isa Economy Works ongoing (6 Pillars)	On Target
2.3	Improvements to Social infrastructure investment	Completion of Centennial project and Splashez (aquatic) project in accordance with the approved budget and timeframes	Infrastructure	Provide a rigour to the delivery of PMO across oversight, delivery, UX and Post completion handover and serviceability.	Review Req'd	Centennial Place was officially opened on 7 December and is now complete. The works on the Aquatower are proceeding satisfactorily, with completion expected in March.	On Target	Centennial Place was officially opened on 7 December and is now complete. The works on the Aquatower are proceeding satisfactorily, with completion expected in May, after delays in receiving the slide.	On Target
2.4	Work with State Government Agencies regarding services for education, health, recreation, and housing	Undertake effective and successful advocacy with all agencies including meeting annually with North West Hospital Board representatives to ensure strategic alignment	Community	No meetings conducted with Health Dept in Qtr1. Ongoing communications with Govt departments re Housing, education, Sport & Rec.	On Target	No formal meetings held	On Target	Ongoing Meetings held with Govt departments on needs basis	On Target
2.5	Apply and review the City of Mount Isa Planning Scheme in accordance with State legislation to ensure consistent and balanced decisions are made in relation to lifestyle and growth opportunities	The City of Mount Isa Planning Scheme review to be commenced during the 2023/24 financial year	Community	Scoping of amendment underway, early analysis has identified need to include both macro and granular changes.	On Target	Work continues as per the previous scoping.	On Target	Scheme review commencing in Q4	On Target

2.6	Continue to undertake strategic Urban Design projects	Advance the implementation of the CBD Masterplan, and report on feasibility and development options. Continue remediation, management and development opportunity investigation for the former abattoir site	Community	Works ongoing with CBD development works. - Centenary Place construction. - Concept and Detailed Design works for Frank Aston Hill. - RV CBD parking strategy identified for actioning	On Target	Centennial Place opening complete. Detailed Design Works for Frank Aston (Mine Workers Memorial) near complete (January) RV CBD Parking Strategy awarded to consultant Splashez - Construction of new Water Slides commenced	On Target	Detailed Design for Mine Workers Memorial complete. Master Plan for Frank Aston Hill complete Splashez Water Slide works ongoing.(completion date May) Abattoir site plan draft complete	On Target	
2.7	Enhance relationships with larger employers in the region to ensure the proper future planning of infrastructure and the promotion of Mount Isa	Work with mining sector and State government on infrastructure requirements Initiatives	Community	Meetings held with a range significant industry stakeholders in relation to industry expansion.	On Target	Transitioning Mount Isa's Economy project addressing critical infrastructure, with consultant appointed to further identify feasible projects for funding submission.	On Target	State Govt awarded funding for appointment of consultant to identify business cases for prioritised opportunities as per Mount Isa Tourism Development Strategy. Destination Marketing Officer Funding approved and Mount Isa bid to have 1 officer located in Mount Isa accepted.	On Target	
2.8	Advocate for childcare services that support shift work hours, including night shift	Council to consider the Mount Isa Early Education report recommendations and Council to advocate for more childcare places in the region to meet community needs	Community	Council has commenced an advocacy program to support additional centres / places in Mount Isa.	On Target	Work is still underway	On Target	Advocacy program is under development and will be discussed with the new Council.	On Target	
2.9	Investigate incentives to encourage upgrading old housing stock in the Mount Isa area	Council to implement the Housing Action Plan for Mount Isa	Community	Application for funding submitted through Regional Economic Futures Fund (access road and development 10 housing lots)	On Target	No response from REFF application.	On Target	No response from REFF application	On Target	
SERVICES AND INFRASTRUCTURE										
VISION: To establish innovative and efficient infrastructure networks that services the local communities and industry.										
ITEM	ACTION	SUCCESS MEASURE	LEAD RESPON	Q1 Comments	Status	Q2 Comments	Status	Q3 Comments	Status	
3.1	Undertake a review of Council's service portfolio to establish standards and scope of each to improve resource allocation	Establish Council's adopted service levels for roads, parks, and other infrastructure services by May 2024	Corporate	Services delivered by Corporate, Community service and Parks & Gardens have been documented. Quotes have been received for the remainder of services. Works to commence in Quarter 3 of the financial year.	On Target	Services delivered by Corporate, Community Services and Parks & Gardens have been documented. Quotes have been received for the remainder of services. Works to commence in Quarter 3 of the financial year.	On Target	Progressing through the Asset Management Steering Committee, completion to be rolled in FY24/25	On Target	
3.2	Review all cemetery services including cremation services, determining the viability of above ground vault construction and identify land for future expansion	Implement recommendations via the Cemetery Masterplan review by May 2024	Community	Recommendation 6 - Record Keeping Improvement has been scoped, delayed due to ERP implementation.	On Target	No further action	On Target	Business process improvements to be investigated with the frontline team.	On Target	
3.3	Improvements be made to the amenity of the City	Improve the visibility of City areas by improved collaboration with property owners and government agencies to address visual amenity and participate in the Welcoming Cities programme	Community	Grant applications underway to implement stages of CBD Masterplan. Welcoming City events have been delivered.	On Target	Council considering funding program for council consideration re shop front/ upgrades.	On Target	Considerations to be made part of budget considerations	On Target	
3.4	Public Realm and natural estate assets of the Council	Specific position papers to be prepared on the following topics:- Revitalisation of commercial properties, Revitalisation of dilapidated housing stock, Graffiti cleanup and management strategies, and incentives for development/ redevelopment opportunity	Community	Community Graffiti removal program being delivered. CBD housing/business revitalisation works under consideration through CBD Master plan. The Gliderport Greenfield land development proposal has been revisited with outcomes being a revised strategy brief to Council and progress to designing the urban arterial link road as a first priority.	On Target	This progress continues subject to current funding opportunities and priorities - In regard to Gliderport funding application have been lodged	On Target	Funding opportunities being investigated to support implementation.	On Target	
3.5	Develop and implement Council land management strategies including its reserves	Implement North-West Queensland Regional Biosecurity Plan and Council's own Biodiversity Strategy and Environmental Management Plan	Community	Urgent recruitment of Rural Lands Officer has been prioritised to deal with backlog of work.	On Target	Position to be advertised Q3	On Target	Program of works underway including review of backlog of works.	On Target	

3.6	Develop sports complexes to replace and add to the availability of various sporting facilities	Complete a masterplan for the (multi) sport precinct, identify funding availability and review opportunities. Use the feasibility study for the Motor sport complex to identify funding opportunities for the design and construction phase	Community	Early scoping of Multi Sport Precinct underway. Motorsports Feasibility Study has reached final stages. Anticipated presentation to Council in late 2023.	On Target	Motorsports Feasibility study completed. No further action on Multi sport precinct entered	On Target	Multi Sports Precinct Feasibility Study funding EOI submitted through State Govt. Submission for funding to follow.	On Target
3.7	Continue to review and expand Asset Management Plans	Council to review and update the asset management plans for all classifications of assets by May 2024	Corporate	The focus for quarter 1 was Fleet (Plant and Equipment) assets. A comprehensive review has been done into Fleet operations. A Fleet Management Committee has been created to provide oversight over the function. Works are underway to action recommendations from the recent review and past internal audits.	On Target	The focus for quarter 1 was Fleet (Plant and Equipment) assets. A comprehensive review has been done into Fleet operations. A Fleet Management Committee has been created to provide oversight over the function. Works are underway to action recommendations from the recent review and past internal audits.	On Target	Progressing through the Asset Management Steering Committee and Fleet Management Committee, completion to be rolled in FY24/25	On Target
3.8	Analyse current roads and other associated infrastructure to determine priorities	The Road Hierarchy Study to be presented to Council by May 2024	Infrastructure	Look at the TIDS and R2R Framework and utilize this structure to deliver MICC local roads Priority Matrix	Review Req'd	Not yet commenced.	Review Req'd	Not yet commenced. This won't be delivered before July 2024.	Review Req'd
3.9	Deliver suitable signage and directional indicators for open space, walkways and cycle paths that are user friendly for all demographics	Council to liaise with TMR to implement the bikeways and pathways plan	Infrastructure / Corporate	Works in the Healy precinct completed, some defects to be addressed. Planning for additional works underway. PCNP priority network to be implemented for funing and construction program. Current delays as multiple variations to funding scope required. On hold due to resourcing capability	Review Req'd	A schedule for completion of the remaining works has been agreed with TMR. The works are expected to be tendered during January.	On Target	A schedule for completion of the remaining works has been agreed with TMR. The works will not be tendered before May 2024.	On Target
3.10	Identify new external revenue sources, including grants, to fund City infrastructure and services	Finalise and advocate plan to secure new funding sources for- CBD Upgrade as per the Master Plan, Outback at Isa upgrade development phases as a consequence of detailed design plans and Mount Isa Lookout Upgrade as per detailed design plans	Corporate Infrastructure	Awaiting outcome of grant applications submitted to the State Government. Expected late 2023.	On Target	Funding for successful projects is reported to Council as required.	On Target	Awaiting outcome of grant applications submitted to the State and Federal Government.	On Target
3.11	Pursue and review levels of service to the parks and gardens network and flora reserves	Implement revised levels of service by 30 December 2023	Infrastructure	Plan to review service levels and work with Community Services to investigate a Hierarchy of Open Space.	Review Req'd	A draft has been prepared. This will be presented to Council at the February Council meeting.	On Target	The draft parks level of service is ready for presentation to Council.	Review Req'd
HEALTHY ENVIRONMENT									
VISION: To recognise, protect, manage and promote our unique natural environment to ensure the economic, environmental, social and cultural values are developed for long term sustainability.									
ITEM	ACTION	SUCCESS MEASURE	LEAD RESPON	Q1 Comments	Status	Q2 Comments	Status	Q3 Comments	Status
4.1	Develop and implement a Water Security Strategy that secures a sustainable, reliable water supply for the region	Liaise with the Mount Isa Water board to form a strategic direction on regional water policy	Infrastructure	MIVB is currently preparing a five-year strategy, which will be presented to the Lake Moondarra Advisory Committee for comments.	On Target	No further update	Complete	No further update	Complete
4.2	Manage and develop MICC's disaster management and recovery responsibilities	Annual review undertaken of the Disaster Management Plan by April 2024	Executive	This work has not commenced for Quarter 1. It will commence late Q2 to early Q3	On Target	LDMG met in Q2 following the fires. Changes to the LDMP are basic, limited to updating all personnel.	On Target	No Further work required until Quarter 4 after the election.	On Target
4.3	Investigate options for the implementation of alternative transport modes that align with contemporary environmental and socially sustainable practices	Electric Vehicle Charging Stations (6) to be established by March 2024	Infrastructure	Two (2) third-party EV chargers established adjacent to OAI. RACQ Station to be installed in Camooewel Street early 2024. LOI to be signed with NRMA as a part of the Council Resolution from August 2023 Council Meeting. Work on this at an advanced stage.	On Target	Work in progress by suppliers (NRMA)	On Target	No further progress. TMR have vetoed the Camooewel Street location. The proposed Camooewel site has been rejected by NRMA owing to Native Title issues.	Review Req'd
4.4	Investigate the opportunity to use recycled water on parks and reserves	Recommendations to Council about wastewater services and systems and Council investigate more ways to recycle water onto Council's parks and reserves to be presented by April 2024	Infrastructure	Areas to be included in the recycled water scheme have been identified.	On Target		On Target	Potential recycled water projects have been identified but pushed to future budgets.	Review Req'd
4.5	Construction of a Material Recovery Facility and finalise a masterplan of the Waste Management Site	Completion of construction of the Material Recovery Facility to a complete operating standard Complete Master plan 30 May 2024	Infrastructure	Works at a Advanced stage, expected to hand over site to RDT to build the Internal Infrastructure to deliver on the shell being constructed of our MRF.	On Target	The construction of the MRF building is nearing completion. Equipment installation will begin in February 2024.	On Target	Contractor has delayed commencement of equipment installation. This is not expected to be complete until November 2024.	Review Req'd

4.6	Prepare for the introduction of kerbside recycling	Prepare an implementation plan by December 2023 for commencement of a kerbside recycling service in financial year 2024/25 and implement the plan thereafter	Infrastructure / Community	Recruitment of Project Officer underway to deliver change program.	Review Req'd	A Project Officer has been recruited and will start in early February.	On Target	Project Officer has commenced. Work is underway within community to ensure a successful implementation of kerbside recycling.	On Target	
4.7	Implement innovative measures to reduce Council's energy use and carbon emissions and seek grant funding for alternate energy systems	Implement energy efficiency investment program	Infrastructure	The Energy Efficiency scheme being investigated and resolved, alongside this the new GPS system being identified will address the Net Zero Goal for the Council.	On Target	Contractors 3E have commenced the installation of the energy efficiency program.	On Target	Contractors 3E are continuing the installation of the energy efficiency program.	On Target	
4.8	Protect the natural environment of reserves under Council control via strategic natural resource management	Implement and work within the North- West Queensland Biosecurity Plan 2022-2027	Community	Early scoping underway to prioritise implementation	On Target		On Target	Review of Biosecurity backlog underway, early works include funding of river cleanup through Council's environmental grants program.	On Target	
4.9	Continue to develop and maintain the urban stormwater system	Monitor and maintain the Urban Stormwater system in accordance with the Asset Management Plan	Infrastructure	Review the existing plan to carry out this activity	Review Req'd	Works to take place in Erap Street and Spence Street.	On Target	Erap Street works to commence shortly. Spence Street works to be reviewed.	On Target	
4.10	Manage invasive animals, pests, and plants throughout the region to ensure the continued protection of valuable agricultural land	Implement and work with other regional councils on implementing the North-West Queensland Regional Biosecurity Plan	Community	Recruitment of Rural Lands Officer prioritised.	On Target	Recruitment process to commence Q3	On Target	Casual officer is providing support to undertake backlog of works.	On Target	
ETHICS AND INCLUSIVE GOVERNANCE										
VISION: To practice inclusive and ethical governance through proactive engagement with all sectors of the community, council and all levels of government.										
ITEM	ACTION	SUCCESS MEASURE	LEAD RESPON	Q1 Comments	Status	Q2 Comments	Status	Q3 Comments	Status	
5.1	Support the conduct of the 2024 local government elections	Provide assistance to the ECQ in the form of election and post-election support	Executive	Support has been offered to QUC for the election process and there is regular liaison.	On Target	Election Planning is in progress. The facilities have been booked by OEC and all necessary support for storage, offices and facilities are provided.	On Target	Assistance provided and election process completed without issues.	Complete	
5.2	Support the incoming councillors	Provide induction and training opportunity for incoming councillors, post the March 2024 election.	Corporate	Works have commenced to identify training requirements and secure providers to deliver the training.	On Target	Works have commenced to identify training requirements and secure providers to deliver the training.	On Target	Planning commenced during the period and well in progress.	On Target	
5.3	Pursue the goal of becoming a Employer of Choice	Develop a Workforce Resource Tactical Action Plan by February 2024	Corporate	Not yet commenced.	Review Req'd	Works on Workforce Strategy have commenced.	On Target	In progress - target completion 30 June 2024	On Target	
5.4	Review depot/workshop operations	Undertake a review of the depot and workshop operations to ensure satisfactory levels of output by April 2024	Infrastructure	WIP post review conducted by RAILZ. A key initiative from this is to implement GPS & Telemetry which is being scoped in current Quarter	On Target	Recommendations from Railz investigation are being implemented.	On Target	Changes to fleet management and workshop operation are underway.	On Target	
5.5	Implement an ongoing review of the rating system encompassing benefited rate areas	Ensure the new Council reviews a 10 year rating strategy in May 2024	Corporate	10 year Rating Strategy was adopted in October 2022. Review will form part of the FY24/25 Annual Budget preparation.	On Target	10 year Rating Strategy was adopted in October 2022. Review will form part of the FY24/25 Annual Budget preparation.	On Target	10 year Rating Strategy was adopted in October 2022. Review will form part of the FY24/25 Annual Budget preparation.	On Target	
5.6	Promote a proactive approach to risk management, including business continuity	Update risk management framework and business continuity actions, having regard to Audit and Risk Management Committee recommendations	Corporate	RFQ for suitable expertise has been issued, awaiting responses.	On Target	Works have commenced to update the risk management framework and business continuity actions.	Review Req'd	Paused due to resourcing constraints.	Review Req'd	
5.7	Develop and extend Council's public consultation process, including the reporting of outcomes and the development and communication for the provision of information for Council staff and the community	Develop and implement a community information dashboard by March 2024	Corporate	Works are yet to commence.	Review Req'd	Works are yet to commence.	On Target	In progress - target completion 30 June 2024	On Target	
5.8	Explore/review potential efficiencies and opportunities for improved Council operations, infrastructure and assets	A 'Value for Money' plan to be presented to Council by December 2024	Corporate	Works have commenced with Fleet Review and Services review.	On Target	Works have commenced with Fleet Review and Services review.	On Target	Progressing through the Asset Management Steering Committee	On Target	
5.9	Provide and maintain strategies to ensure Council's long term financial sustainability	Presentation of an updated Long-term Financial Plan to Council by May 2024	Corporate	Presentation of Long Term Financial Plan will form part of the FY24/25 Annual Budget preparation.	On Target	Presentation of Long Term Financial Plan will form part of the FY24/25 Annual Budget preparation.	On Target	In progress - target completion 30 June 2024	On Target	

12 CORPORATE SERVICES REPORTS**12.1 FINANCE OVERVIEW REPORT - FEBRUARY 2024**

Document Number: 807946
Author: Manager, Corporate and Financial Services
Authoriser: Director Corporate Services
Directorate: Corporate Services
Portfolio: Finance & Customer Service

EXECUTIVE SUMMARY

The February 2024 Finance Overview Report is presented to the Council for information and consideration.

RECOMMENDATION

THAT Council receives and accepts the February 2024 Finance Overview Report as presented.

OVERVIEW

In accordance with the requirements of the Local Government Regulation, Council presents a report on the financial operations for the year to date. This report provides information to Council regarding key metrics, trends and actual financial performance for the month ended 29 February 2024 against the Budget FY23/24 targets as adopted by the Council budget.

VARIANCES AND ITEMS OF SIGNIFICANCE

In accordance with Section 204 of the *Local Government Regulation 2012*, a financial report summarising the Council's actual performance against budgeted performance must be provided to the Council.

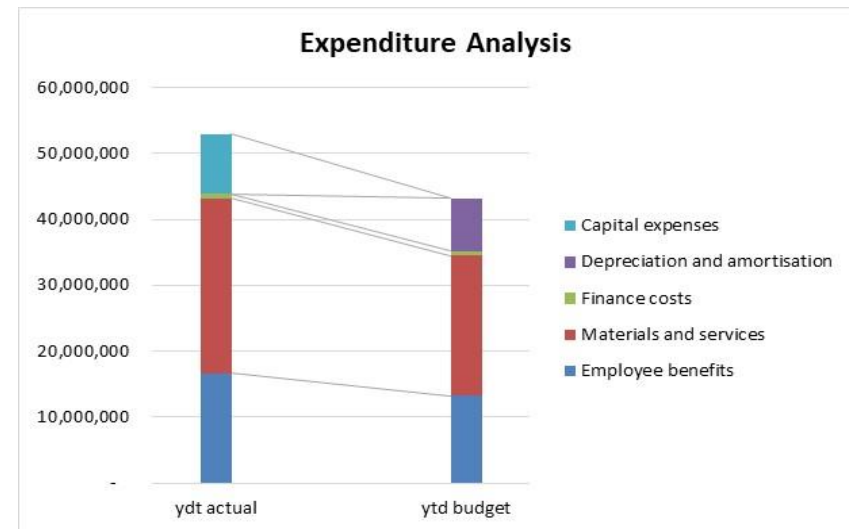
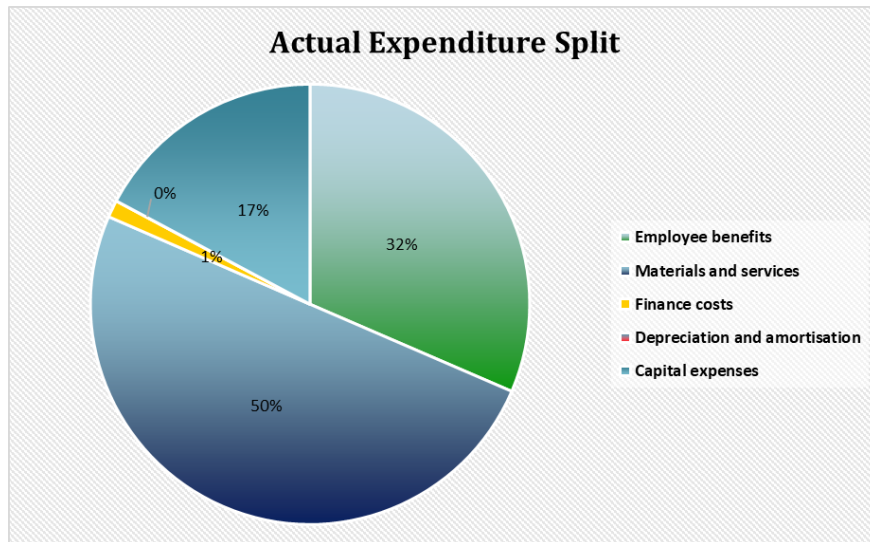
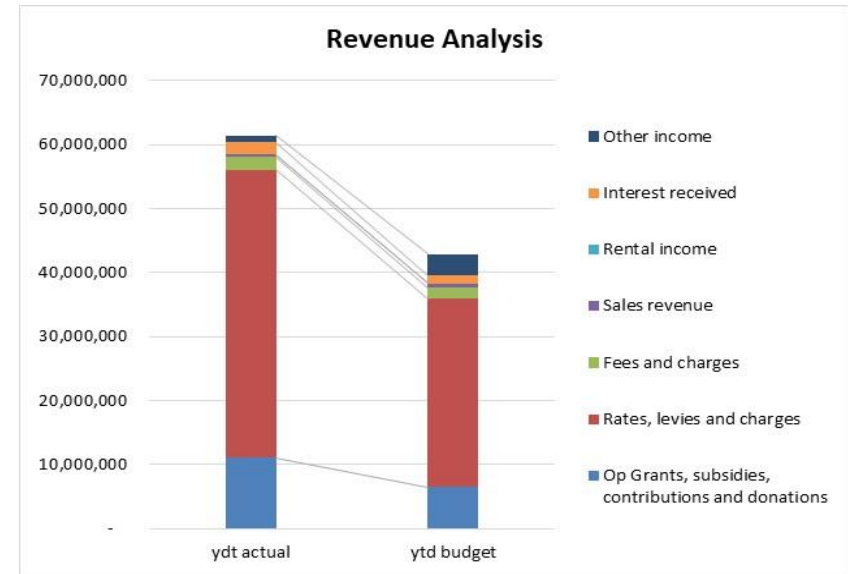
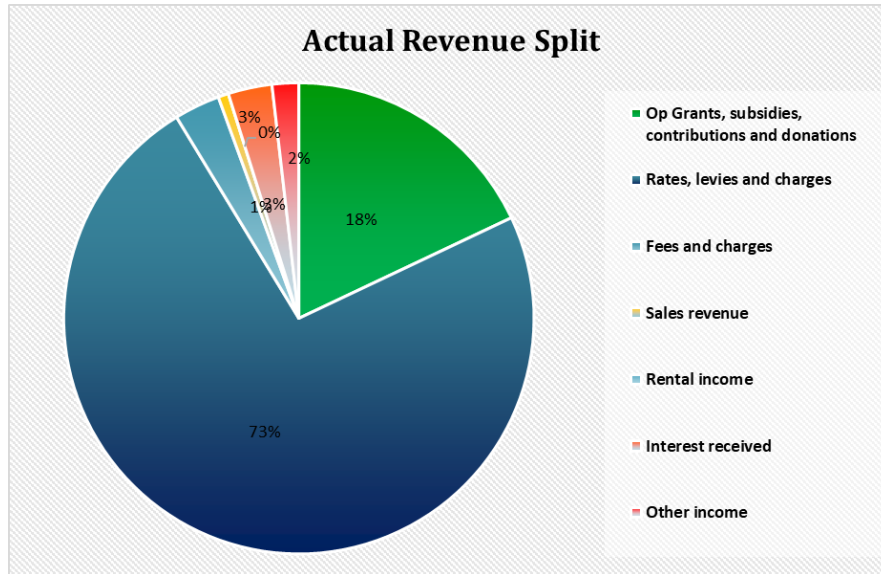
The following report covers the following key areas (in order) of the list:

1. Operational Performance (Actual vs Budget)
2. Capital Revenue and Expenses
3. Plant, Property, and Equipment (Work-In-Progress)
4. Financial Sustainability Ratios
5. Rates and Water Update
6. Borrowings
7. Cash and Cash Equivalent Movement Comparison

1. OPERATIONAL PERFORMANCE (Actual vs. Budget)
Revenue and Expenditure Summary as of 29 February 2024

The below summary shows a brief snapshot of how the Council is tracking in the current year against the budget for the year as adopted by the Council.

Operational Performance		Actual YTD FY23/24	Budget YTD FY23/24	YTD Actuals Less YTD Budget \$	Variance as a % of YTD Budget %	Comments on significant variances
Revenue						
Recurrent revenue						
Rates, levies and charges	3(a)	45,079,705	33,610,667	11,469,039	↑	34% Rates Notice for period Jan to Jun 2024 issued mid Feb 2024
Fees and charges	3(b)	1,933,247	2,005,940	(72,693)	↓	-4% Within normal tolerance
Sales revenue	3(c)	438,743	704,667	(265,924)	↓	-38% Batch Plant Revenue not realised
Grants, subsidies, contributions and donations	3(d)	11,052,938	7,454,347	3,598,591	↑	48% QRA flood works payment received
Total recurrent revenue		58,504,633	43,775,621	14,729,013	↑	34%
Other Income						
Interest received	4(a)	1,858,239	1,436,378	421,861	↑	29% Interest rates from QTC including rates
Other income	4(b)	1,124,652	3,810,554	(2,685,903)	↓	-70% Timing of water dividend
Total income		61,487,524	49,022,553	12,464,971	↑	27%
Expenses						
Recurrent expenses						
Employee benefits	6	(16,666,915)	(15,168,648)	1,498,267	↓	-10% Over due to unbudgeted Overtime
Materials and services	7	(26,506,092)	(24,283,828)	2,222,264	↓	-9% Mainly flood damage expenditure and progress claim, payment received
Finance costs	8	(671,270)	(747,731)	(76,461)	↑	10% Higher than budgeted transaction cost
Depreciation and amortisation	13	(9,118,873)	(9,134,123)	(15,249)	↑	0%
Total recurrent expenses		(52,963,150)	(49,334,329)	3,628,820	↓	-7%
Net result		8,524,374	(311,776)	8,836,150		



2. CAPITAL REVENUE AND EXPENSES

The below statement shows a comparison between the Capital Revenue and Expenses as at 29 February 2024 actuals vs Budget for FY23/24.

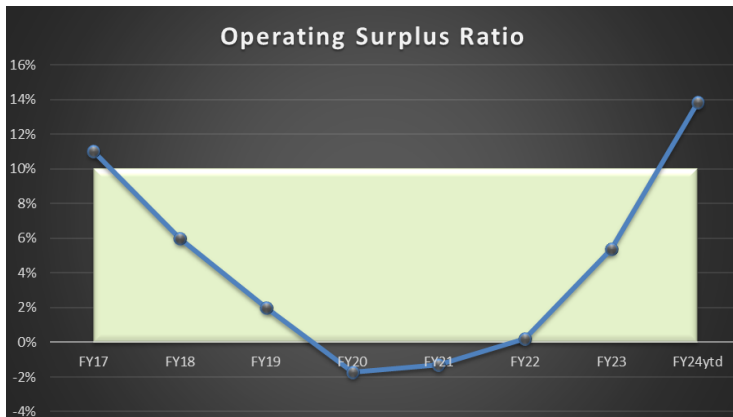
		Actual YTD FY23/24	Full Budget FY23/24	YTD Actuals Less Full Budget	Variance as a % of Full Budget	Comments on significant variances
Capital						
Capital revenue						
Grants, subsidies, contributions and donations	3(d)	2,634,738	16,795,859	(14,161,122)	↓ -84%	Progress claims to be made
Total capital revenue		2,634,738	16,795,859	(14,161,122)		

3. PLANT, PROPERTY AND EQUIPMENT

The below statement shows a comparison between the Property, Plant and Equipment as at 29 February 2024 actuals vs Budget for FY23/24.

		Actual YTD FY23/24	Full Budget FY23/24	YTD Actuals Less Full Budget	Variance as a % of Full Budget	Comments on significant variances
Plant, Property & Equipment						
Other Additions		21,145,311	31,529,902	(10,384,591)	↓ -33%	MRF Additions
Renewals		3,074,455	14,522,040	(11,447,585)	↓ -79%	
Total Work In Progress		24,219,765	46,051,942	(21,832,177)		

4. Measure of Financial Sustainability	How the measure is calculated	2023 Audited	2024 YTD Actual	Target
FINANCIAL				
Council's performance against key financial ratios and targets:				
Operating surplus ratio	Net operating result (excluding capital items divided by total operating revenue (excluding capital items)	5.40%	13.86%	Between 0% and 10%
SUSTAINABILITY RATIOS				
Asset sustainability ratio	Capital expenditure on the replacement of assets (renewals) divided by depreciation expense	51.00%	33.72%	Greater than 90%
Net financial liabilities ratio	Total liabilities less current assets divided by total operating revenue (excluding capital items)	-45.32%	-50.34%	Not greater than 60%



5. RATES AND WATER UPDATE

- Rates for Period 01-01-2-24 to 30-06-2024 for all properties in the Mount Isa City Council Shire was issued 12-02-2024 and are due for payment in full by 4.30pm 13-03-2024.
- Water for Residential Properties for the 1st Half Year - Period 01-07-23 to 31-12-23, and Commercial Properties for the 2nd Quarter - Period 01-10-23 to 31-12-23 are due to be issued beginning of March, Revenue to confirm date of issue.
- Notices of Auctions for Sale of Land properties were issued to 6 properties on 9 February 2024. Auction dates for these properties will be released and displayed in accordance with the requirements of the Local Government Regulations 2012, closer to the time of auction.
- Revenue is continuing the process on other properties listed under Council resolutions for Notice of Intention to Sell Land.

6. BORROWINGS

Council loan repayments are paid every quarter on the first working day. The balance as of 29 February 2024 was \$16.301 million.

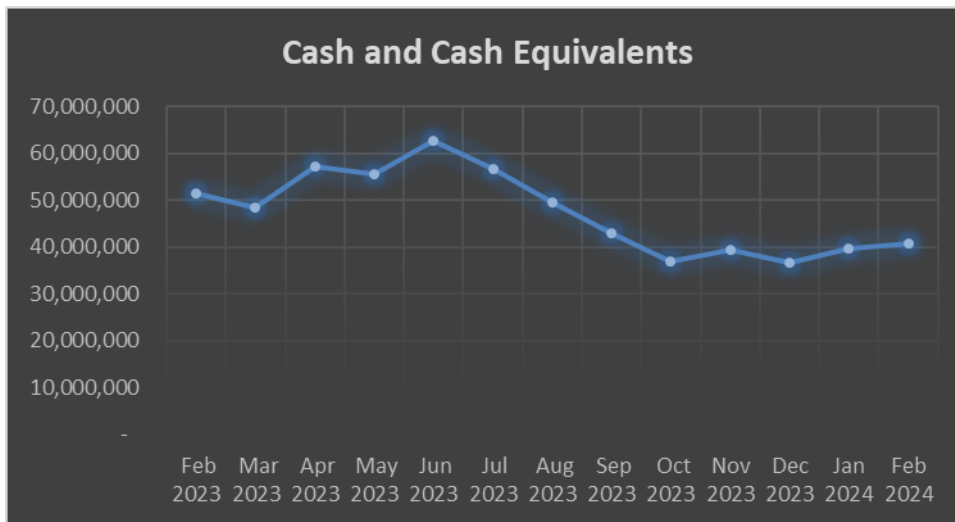
Summary of Loans QTC as at 29 February 2024								
QTC Loans								
QTC reference	GL Number		Description	Loans Month/Year	Original Principal	Loan Balances \$'000	Interest Rate	Final Payment
80884	1000-5230-0000	Capital Works 08/09	Healey Heights development, Roads, Water and Sewer works	March 2009	7,000	3,011	7.28%	15/06/2029
80879	1000-5235-0000	Capital Works 09/10	Roads, water and sewer works	December 2009	5,000	2,360	6.39%	15/06/2030
80878	1000-5236-0000	Capital works 10/11	Sewer upgrade	December 2010	5,875	2,147	6.30%	15/12/2028
80883	1000-5237-0000	Sewerage Upgrade	Sewer upgrade	September 2011	5,000	2,730	4.89%	15/06/2032
81176	1000-5238-0000	Sewerage	Sewer upgrade	September 2012	5,000	2,929	5.06%	15/12/2032
80882	1000-5239-0000	Sewerage 2013/14	Sewer upgrade	September 2013	5,000	3,206	4.32%	15/03/2034
			Total		32,875	16,383		

7. CASH AND CASH EQUIVALENT MOVEMENT COMPARISON

Cash at Bank – 29 February 2024	\$ 40,794
Total Cash Restrictions	\$ (5,433)
TOTAL UNRESTRICTED CASH	\$ 35,360

MICC had \$35.360 million cash on hand at the end of February 2024. The restricted cash as defined by the Council consists of grants received in advance for which MICC has contractual obligations. There are no short-term issues regarding cash on hand.

Summary of Cash and Cash Equivalents	
Month FY23/24	\$
Feb 2023	51,455,489
Mar 2023	48,329,305
Apr 2023	57,308,523
May 2023	55,565,084
Jun 2023	62,649,252
Jul 2023	56,763,115
Aug 2023	49,603,677
Sep 2023	42,890,742
Oct 2023	36,859,530
Nov 2023	39,265,263
Dec 2023	36,701,556
Jan 2024	39,672,707
Feb 2024	40,793,594



ATTACHMENTS

1. MICC Financial Statements - 29 February 2024 [↓](#) 

Mount Isa City Council
Financial Statements
For the period ended 29 February 2024

Mount Isa City Council

Financial statements

For the period ended 29 February 2024

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Current Year Financial Sustainability Statement

Unaudited Long Term Financial Sustainability Statement

Mount Isa City Council
Statement of Comprehensive Income
For the period ended 29 February 2024

	Actual YTD FY23/24	Revised Budget FY23/24
Note	\$	\$
Income		
Revenue		
Recurrent revenue		
Rates, levies and charges	3(a) 45,079,705	50,416,000
Fees and charges	3(b) 1,933,247	3,008,910
Sales revenue	3(c) 438,743	1,057,000
Grants, subsidies, contributions and donations	3(d) 11,052,938	11,181,521
Total recurrent revenue	<u>58,504,633</u>	<u>65,663,431</u>
Capital revenue		
Grants, subsidies, contributions and donations	3(d) 2,634,738	16,795,859
Total capital revenue	<u>2,634,738</u>	<u>16,795,859</u>
Rental income	-	-
Interest received	4(a) 1,858,239	2,154,567
Other income	4(b) 1,124,652	5,715,832
Other capital income	5 -	-
Total income	<u>64,122,262</u>	<u>90,329,689</u>
Expenses		
Recurrent expenses		
Employee benefits	6 (16,666,915)	(22,752,971)
Materials and services	7 (26,506,092)	(36,425,742)
Finance costs	8 (671,270)	(1,121,597)
Depreciation and amortisation		
Property, plant and equipment	13 (9,118,873)	(13,701,184)
Intangible assets	-	-
	<u>(52,963,150)</u>	<u>(74,001,494)</u>
Capital expenses	9 -	-
Total expenses	<u>(52,963,150)</u>	<u>(74,001,494)</u>
Net result	<u>11,159,112</u>	<u>16,328,195</u>
Other comprehensive income		
Items that will not be reclassified to net result		
Increase / (decrease) in asset revaluation surplus	13 -	-
Total other comprehensive income for the year	<u>-</u>	<u>-</u>
Total comprehensive income for the year	<u>11,159,112</u>	<u>16,328,195</u>

"The above statement should be read in conjunction with the accompanying notes and accounting policies"

Operating	Net operating result (excluding capital items)	8,524,374	(467,664)
	Total operating revenue (excluding capital items)	61,487,524	73,533,830
	Operating surplus ratio	A 13.9%	-0.6%
		T 0-10%	0-10%

Mount Isa City Council
Statement of Financial Position
For the period ended 29 February 2024

		Actual YTD FY23/24	Revised Budget FY23/24
	Note	\$	\$
Current assets			
Cash and cash equivalents	10	40,793,594	55,136,512
Receivables	11	29,114,539	5,973,676
Inventories	12	428,839	218,505
Contract assets	14	2,671,026	2,458,993
Total current assets		<u>73,007,997</u>	<u>63,787,686</u>
Non-current assets			
Other financial assets	20	1	1
Property, plant and equipment	13	668,161,216	680,147,768
Intangible assets		-	-
Total non-current assets		<u>668,161,217</u>	<u>680,147,769</u>
Total assets		<u>741,169,214</u>	<u>743,935,455</u>
Current liabilities			
Payables	15	5,328,805	3,781,404
Contract liabilities	14	5,433,419	2,933,309
Borrowings	16	1,063,799	1,971,454
Provisions	17	2,254,203	2,274,149
Other liabilities		-	979,033
Total current liabilities		<u>14,080,226</u>	<u>11,939,347</u>
Non-current liabilities			
Borrowings	16	15,319,612	13,386,307
Provisions	17	12,654,569	10,558,884
Other liabilities		-	-
Total non-current liabilities		<u>27,974,180</u>	<u>23,945,192</u>
Total liabilities		<u>42,054,406</u>	<u>35,884,539</u>
Net community assets		<u>699,114,808</u>	<u>708,050,915</u>
Community equity			
Asset revaluation surplus		408,612,688	408,612,688
Retained surplus		290,502,120	299,438,227
Total community equity		<u>699,114,808</u>	<u>708,050,915</u>

"The above statement should be read in conjunction with the accompanying notes and accounting policies."

**Mount Isa City Council
Statement of Changes in Equity
For the period ended 29 February 2024**

	Asset revaluation surplus	Retained surplus	Total
	\$	\$	\$
Restated balance at 30 June 2020	219,461,687	253,204,277	472,665,964
Net result	-	8,882,481	8,882,481
Other comprehensive income for the year			
Increase / (decrease) in asset revaluation surplus	22,885,354	-	22,885,354
Share of comprehensive income of equity accounted	-	-	-
Total comprehensive income for the year	22,885,354	8,882,481	31,767,835
Balance as at 30 June 2021	242,347,041	262,086,759	504,433,799
Net result	-	706,648	706,648
Other comprehensive income for the year			
Increase / (decrease) in asset revaluation surplus	33,968,839	-	33,968,839
Share of comprehensive income of equity accounted	-	-	-
Total comprehensive income for the year	33,968,839	706,648	34,675,486
Balance as at 30 June 2022	276,315,879	262,793,406	539,109,285
Net result	-	17,422,313	17,422,313
Other comprehensive income for the year			
Increase / (decrease) in asset revaluation surplus	132,296,808	(692,472)	131,604,336
Share of comprehensive income of equity accounted	-	-	-
Total comprehensive income for the year	132,296,808	16,729,841	149,026,649
Balance as at 30 June 2023	408,612,689	279,523,247	688,135,935
Opening Balance Adjustment			
Net result	-	10,978,874	10,978,874
Other comprehensive income for the year			
Increase / (decrease) in asset revaluation surplus	-	-	-
Share of comprehensive income of equity accounted	-	-	-
Total comprehensive income for the year	-	10,978,874	10,978,874
Balance as at 29 February 2024	408,612,689	290,502,121	699,114,809

**Mount Isa City Council
Statement of Cash Flows
For the period ended 29 February 2024**

Note	Actual YTD FY23/24 \$	Revised Budget FY23/24 \$
Cash flows from operating activities		
Receipts from customers	32,533,318	68,836,670
Payments to suppliers and employees	(44,602,363)	(63,533,794)
	(12,069,045)	5,302,876
Interest received	1,858,239	2,154,560
Operating Grants and Contributions	11,052,938	12,475,000
Rental & Other Income	1,124,652	-
Borrowing costs	(671,270)	(949,623)
Net cash inflow (outflow) from operating activities	18 1,295,514	18,982,812
Cash flows from investing activities		
Payments for property, plant and equipment	(24,219,765)	(40,488,940)
Capital Grants, Subsidies, Contributions and Donations	2,634,738	16,795,859
Proceeds from sale of property plant and equipment	-	(948,287)
Net cash inflow (outflow) from investing activities	(21,585,028)	(24,641,368)
Cash flows from financing activities		
Repayment of borrowings	(828,119)	(1,854,185)
Net cash inflow (outflow) from financing activities	(828,119)	(1,854,185)
Net increase (decrease) in cash and cash equivalent held	(21,117,632)	(7,512,740)
Cash and cash equivalents at the beginning of the financial year	61,911,226	62,649,252
Cash and cash equivalents at end of the reporting period	10 40,793,594	55,136,512

"The above statement should be read in conjunction with the accompanying notes and accounting policies".

Mount Isa City Council
Notes to the financial statements
For the period ended 29 February 2024

2. Analysis of Results by Function

2(a) Components of council functions

The activities relating to the council's components reported on in Note 2(b) are as follows :

Business Services and finance

This function includes budget support, financial accounting, taxation advice, asset management, marketing and communication and information technology services. The goal of this function is to provide accurate, timely and appropriate information to support sound decision making and meet statutory requirements.

Construction and maintenance

Construction and maintenance is responsible for constructing new and maintaining existing infrastructure across a diverse range of assets that underpin the wellbeing of the Mount Isa community. These assets include roads, drains, stormwater, cemeteries, parks and open spaces.

Community services

The goal of community services is to ensure Mount Isa City Council is a healthy, vibrant, contemporary and connected community. Community services provides well managed and maintained community facilities, and ensures the effective delivery of cultural, health, welfare, environmental and recreational services.

This function includes:

- libraries
- entertainment venues
- public health services including vaccination clinics
- environmental licences and approvals, mosquito and other pest management programs
- animal management

Planning and development

This function facilitates the City's growth and prosperity through well planned and quality development. The objective of planning and development is to ensure the Mount Isa City Council is well designed, efficient and facilitates growth yet also preserves the character and natural environment of the city. This function includes activities and services related to city, neighbourhood and regional planning, and management of development approval processes.

Transport infrastructure

The objective of the transport infrastructure program is to ensure the community is serviced by a high quality and effective road network. The function provides and maintains transport infrastructure, including the maintenance and provision of the drainage network.

Waste management

The goal of this function is to protect and support our community and natural environment by sustainably managing refuse. The function provides refuse collection and disposal services.

Water and Sewerage infrastructure

The goal of this program is to support a healthy, safe community through sustainable water and sewerage services. This function includes all activities relating to water.

Mount Isa City Council
Notes to the financial statements
For the period ended 29 February 2024

3 Revenue

(a) Rates, levies and charges

	Actual YTD FY23/24	Revised Budget FY23/24	Actual FY22/23
	\$	\$	\$
General rates	19,344,949	19,047,000	17,094,259
Separate rates	536,265	509,000	489,085
Water	11,029,779	11,058,000	10,600,847
Water consumption, rental and sundries	1,570,386	6,873,000	7,467,713
Sewerage	8,150,332	8,328,000	7,875,579
Waste Management	4,693,272	4,766,000	4,170,082
Total rates and utility charge revenue	45,324,982	50,581,000	47,697,564
Less: Pensioner remissions	(245,277)	(165,000)	(110,313)
	45,079,705	50,416,000	47,587,341

(b) Fees and charges

Animal Control	112,575	221,728	193,296
Buchanan Park fees	35,804	37,000	6,164
Building and Development	140,095	577,000	549,529
Cemetery fees	74,483	150,000	126,529
Finance	31,379	93,600	84,131
Infringements	3,610	48,672	99,483
Other fees and charges	324,016	524,280	525,335
Refuse tip and recycling	1,211,285	1,356,630	1,742,630
	1,933,247	3,008,910	3,327,097

(c) Sales revenue

Rendering of services

Contract and recoverable works	9,803	151,500	39,211
Concrete sales	428,940	905,500	927,457
	438,743	1,057,000	966,668

Sale of goods

Other	-	-	-
Total Sales Revenue	438,743	1,057,000	966,668

(d) Grants, subsidies, contributions and donations

(i) Operating

General purpose grants	482,515	9,396,955	11,536,887
State government subsidies and grants	10,570,423	1,784,566	8,492,354
	11,052,938	11,181,521	20,029,241

Mount Isa City Council
Notes to the financial statements
For the period ended 29 February 2024

	Actual YTD FY23/24	Revised Budget FY23/24	Actual FY22/23
	\$	\$	\$
(ii) Capital			
State & Commonwealth Government subsidies and grants	2,624,738	16,795,859	7,695,881
Contributions	10,000	-	-
Total capital grants, subsidies and	<u>2,634,738</u>	<u>16,795,859</u>	<u>7,695,881</u>
	<u>2,634,738</u>	<u>16,795,859</u>	<u>7,695,881</u>
4 Interest and other income			
(a) Interest received			
Interest received from bank and term deposits is accrued over the term of the investment.			
Interest received from term deposits			
Interest received from financial institutions	1,444,199	1,583,933	1,708,523
Interest from overdue rates and utility charges	414,039	570,634	741,306
	<u>1,858,239</u>	<u>2,154,567</u>	<u>2,449,829</u>
(b) Other income			
Dividends are recognised when they are declared.			
Dividend (Mount Isa Water Board)	-	3,625,294	3,495,031
Other income	1,124,652	2,090,538	1,069,269
	<u>1,124,652</u>	<u>5,715,832</u>	<u>4,564,300</u>
5 Other Capital income			
Proceeds from sale of property, plant and equipment	-	-	64,721
Less: Carrying value of disposed property, plant and equipment	-	-	(56,659)
Gain / loss on disposal of non-current assets	<u>-</u>	<u>-</u>	<u>8,062</u>
Proceeds from sale of land and improvements	-	-	-
Less: Carrying value of disposed land	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
Provision for restoration of land			
Adjustment due to change discount rate	-	-	(146,912)
Adjustment due to change in inflation rate	-	-	1,283,600
Adjustment due to change in cost estimate	-	-	4,423,401
Total Other Capital Income	<u>-</u>	<u>-</u>	<u>4,423,401</u>
Revaluation increment of property, plant and equipment	-	-	-
Revaluation increment / (decrement) relating to investment property	-	-	-
Revaluations	<u>-</u>	<u>-</u>	<u>-</u>
6 Employee benefits			
Employee benefit expenses are recorded when the service has been provided by the employee.			
Staff wages and salaries	13,675,644	17,536,681	13,983,392
Councillors' remuneration	452,562	543,094	522,206
Annual, Sick and Long Service Leave Entitlements	1,725,965	2,928,899	2,521,475
Workers compensation Insurance	(6,213)	291,258	194,747
Fringe Benefits Tax (FBT)	1,000	79,774	61,887
Superannuation	984,507	2,075,440	1,735,266
	<u>16,833,465</u>	<u>23,455,146</u>	<u>19,018,972</u>
Other employee related expenses	-	-	-
	<u>16,833,465</u>	<u>23,455,146</u>	<u>19,018,972</u>
Less: Capitalised employee expenses	(166,551)	(702,175)	(1,081,181)
	<u>16,666,915</u>	<u>22,752,971</u>	<u>17,937,792</u>

Mount Isa City Council
Notes to the financial statements
For the period ended 29 February 2024

	Actual YTD FY23/24	Revised Budget FY23/24	Actual FY22/23
	\$	\$	\$
7 Materials and services			
Advertising, marketing and promotion	-		55,879
Audit Fees *	101,552	220,000	216,138
Bulk Water Purchases	6,640,469	13,886,217	12,969,847
Communications and IT	2,072,712	1,930,224	2,140,394
Council Enterprises Support	1,059,487	1,150,000	1,942,221
Governance and Promotions	1,110,137	3,502,529	1,492,946
Land Use Planning and Regulation	98,399	256,000	233,732
Parks and Gardens	628,585	1,871,500	1,877,706
Road Maintenance	2,047,487	1,676,738	1,888,941
Flood Works	6,467,925	1,769,766	8,198,458
Utilities	227,240		1,016,748
Vehicle and plant operating costs	2,143,263	1,915,478	2,667,477
Waste Levy Payments (Total)	583,647	2,073,949	2,136,502
Waste Levy Refund **	-	(863,760)	(1,040,755)
Waste Management	1,857,936	1,944,869	2,683,863
Water and Sewerage Maintenance	1,011,725	1,481,996	1,627,923
Other materials and services	455,528	3,610,235	964,870
	<u>26,506,092</u>	<u>36,425,742</u>	<u>42,291,784</u>
8 Finance costs			
Finance costs charged by the Queensland Treasury Corporation	589,323	949,597	1,055,312
Bank charges	81,947	172,000	187,228
Impairment of receivables	-		200,843
Unwinding of discount on provisions	-		254,185
	<u>671,270</u>	<u>1,121,597</u>	<u>1,697,568</u>
9 Capital expenses			
Disposal of non current asset	-	-	
Property, plant and equipment	-		-
Total impairment losses/write off recorded as expenses	-	-	-
The impairment loss on assets classified as held for sale arises because on transfer of land from property, plant and equipment it is no longer measured at its fair value but at fair value less disposal costs (note 14). The impairment loss of \$XX is the estimated amount of the disposal costs.			
Key judgements and estimates:			
In assessing impairment, management estimates the recoverable amount of each asset, based on expected future cash flows and uses an interest rate to discount them. Estimation uncertainty relates to assumptions about future operating results and the determination of a suitable discount rate.			
Loss on disposal of non-current assets	-	-	
Proceeds from sale of property, plant and equipment			(1,187,212)
Less: Carrying value of disposed property, plant and equipment			1,291,104
	-	-	<u>103,892</u>
Provision for restoration of land	-	-	
Revaluation decrement	-	-	
Landfill rehabilitation	-	-	
Total Capital expenses	<u>-</u>	<u>-</u>	<u>103,892</u>

Mount Isa City Council
Notes to the financial statements
For the period ended 29 February 2024

	Actual YTD FY23/24	Revised Budget FY23/24	Actual FY22/23
10 Cash and cash equivalents			\$
Cash and cash equivalents in the statement of cash flows include cash on hand, all cash and cheques receipted but not banked at the year end, deposits held at call with financial institutions, other short-term and highly liquid investments with original maturities of three months or less that are readily convertible to cash and which are subject to an insignificant risk of changes in value.			
Cash at bank and on hand	2,620,538		2,479,231
Deposits at call	38,173,056	55,136,512	60,170,021
Balance per Statement of Financial	40,793,594	55,136,512	62,649,252
Less bank overdraft	-		
Balance per Statement of Cash Flows	40,793,594	55,136,512	62,649,252
Council is exposed to credit risk through its investments in the QTC Cash Fund. The QTC Cash Fund is an asset management portfolio investing in a wide range of high credit rated counterparties. Deposits with the QTC Cash Fund are capital guaranteed.			
Cash and cash equivalents	40,793,594	55,136,512	62,649,252
Less: Externally imposed restrictions on cash	(5,433,419)		(4,767,899)
Unrestricted cash	35,360,174	55,136,512	57,881,352
Council's cash and cash equivalents are subject to a number of external restrictions that limit amounts available for discretionary or future use. These include:			
Externally imposed expenditure restrictions at the reporting date relate to the following cash assets:			
Unspent Government Grants and Subsidies	5,433,419	2,933,309	2,933,309
Special Rate Levies Unspent	-	-	1,606,109
Unspent developer contributions	-	-	228,482
Total externally imposed restrictions on cash assets	5,433,419	2,933,309	4,767,899
(ii) Internal allocations of cash at the reporting date:			
Internal allocations of cash may be lifted by a Council with a resolution.			
Future capital works			
Future asset replacement			
Future constrained works			
Future recurrent expenditure			
Total internally allocated cash			
11 Receivables			
Current Trade and Other Receivables			
Rates and charges	23,824,208	5,973,676	8,770,848
Statutory Charges (Water charges not yet levied)	3,231,865		3,603,446
GST Recoverable	(200,598)		531,050
Prepayments	220,583		-
Other debtors	2,038,481		1,575,494
	29,114,539	5,973,676	14,480,838
Less: Expected credit losses			
Rates and general debtors	-		(74,343)
Total Current Trade and Other Receivables	29,114,539	5,973,676	14,406,496
12 Inventories			
Inventories held for distribution			
Other trading stocks	239,841	218,505	-
Quarry and road materials	124,907	-	184,098
Plant and equipment stores	64,092	-	34,406
	428,839	218,505	218,505
Total inventories	428,839	218,505	218,505

Mount Isa City Council
Notes to the financial statements
For the period ended 29 February 2024

13 **Property, Plant and Equipment**

Council

Basis of measurement

Fair value category

Asset values

Opening gross value as at 1 July 2023

Additions

Closing gross value as at 29 February 2024

Accumulated depreciation and impairment

Opening balance as at 1 July 2023

Depreciation expense

Accumulated depreciation as at 29 February 2024

Total Written Down Value as at 29 February 2024

Range of estimated useful life in years

Land and improvements	Buildings and Other Structures	Other plant and equipment	Road, drainage and bridge network	Water	Sewerage	Work in progress	Total
Fair Value	Fair Value	At Cost	Fair Value	Fair Value	Fair Value	Cost	
Level 2	Levels 2 & 3		Level 3	Level 3	Level 3		
\$	\$	\$	\$	\$	\$	\$	\$
6,873,636	171,684,064	21,087,187	460,736,429	178,478,355	143,004,488	26,839,623	1,008,703,782
-	-	-	-	-	-	24,219,765	24,219,765
6,873,636	171,684,064	21,087,187	460,736,429	178,478,355	143,004,488	51,059,388	1,032,923,547
Accumulated depreciation and impairment							
-	26,001,740	11,115,590	148,756,863	109,002,646	60,766,619	-	355,643,458
-	1,919,608	881,130	3,709,832	1,405,248	1,203,056	-	9,118,873
-	27,921,347	11,996,719	152,466,695	110,407,894	61,969,675	-	364,762,331
6,873,636	143,762,717	9,090,468	308,269,734	68,070,461	81,034,813	51,059,388	668,161,216.18
Not depreciated	9 - 100	4 - 35	7 - 1000	15 - 100	20 - 300	Not depreciated	-

Mount Isa City Council
Notes to the financial statements
For the period ended 29 February 2024

14 Contract balances

(a) Contract assets	Actual YTD FY23/24 \$	Revised Budget FY23/24 \$	Actual FY22/23 \$
	2,671,026	2,458,993	2,458,993
(b) Contract liabilities			
Funds received upfront to construct Council controlled assets	3,753,521	-	1,692,989
Non-capital performance obligations not yet satisfied	1,679,898	2,933,309	1,240,320
	<u>5,433,419</u>	<u>2,933,309</u>	<u>2,933,309</u>

15 Payables

Creditors are recognised when goods or services are received, at the amount owed. Amounts owing are unsecured and are generally settled on 30 day terms.

Current	Actual YTD FY23/24 \$	Revised Budget FY23/24 \$	Actual FY22/23 \$
Creditors	5,122,778	3,781,404	7,207,272
Prepaid rates	-	-	1,631,432
Other creditors	206,027	-	208,604
	<u>5,328,805</u>	<u>3,781,404</u>	<u>9,047,309</u>

16 Borrowings

Current	Actual YTD FY23/24 \$	Revised Budget FY23/24 \$	Actual FY22/23 \$
Loans - QTC	1,063,799	1,971,454	1,892,335
	<u>1,063,799</u>	<u>1,971,454</u>	<u>1,892,335</u>
Non-current			
Loans - QTC	15,319,612	13,386,307	15,319,612
	<u>15,319,612</u>	<u>13,386,307</u>	<u>15,319,612</u>
Opening balance at beginning of financial year	17,211,530	17,211,530	18,960,447
Principal repayment	(828,119)	(1,854,211)	(1,748,499)
Book value at end of financial year	<u>16,383,411</u>	<u>15,357,318</u>	<u>17,211,947</u>

17 Provisions

Current	Actual YTD FY23/24 \$	Revised Budget FY23/24 \$	Actual FY22/23 \$
Annual leave	1,558,612	1,453,381	1,453,489
Long service leave	695,590	820,767	820,767
Waste Levy Term Advance	-	979,033	-
Total Current Provisions	<u>2,254,203</u>	<u>3,253,182</u>	<u>2,274,257</u>
Non-Current			
Long service leave	313,743	210,070	210,070
Landfill rehabilitation	8,252,697	8,252,697	8,252,697
Waste Levy Term Advance	4,088,129	2,096,118	-
Total Non-Current Provisions	<u>12,654,569</u>	<u>10,558,884</u>	<u>8,462,766</u>
Landfill rehabilitation			
Balance at beginning of financial year	8,252,696	-	13,558,600
Increase due to unwinding of discount	8	-	254,185
Adjustment due to change in cost estimate	5,9	-	(4,423,401)
Increase/(decrease) due to change in discount rate	5,9	-	(1,136,688)
Balance at end of financial year	<u>8,252,696</u>	<u>-</u>	<u>8,252,696</u>

Mount Isa City Council
Notes to the financial statements
For the period ended 29 February 2024

18 Reconciliation of net result for the year to net cash inflow (outflow) from operating activities

Net result	<u>11,159,112</u>	<u>17,422,313</u>
Non-cash items:		
<i>Write off of Prior years WIP to Profit and Loss</i>	-	-
<i>Depreciation and amortisation</i>	9,118,873	12,756,221
<i>Impairment of receivables</i>	-	200,843
<i>Unwinding discount on provisions</i>	-	254,185
<i>Impairment/write off</i>	-	-
<i>Investing and development activities (non-Provision for restoration of landfill)</i>	-	(5,560,089)
<i>Net (profit)/loss on disposal of non-current assets</i>	-	95,830
<i>Loss / (gain) on revaluation of assets</i>	-	-
<i>Provision for road construction</i>	-	-
<i>Capital grants and contributions</i>	(2,634,738)	(7,695,881)
	<u>6,484,136</u>	<u>-</u>
		<u>51,109</u>
Changes in operating assets and liabilities:		
(Increase)/ decrease in receivables	(14,708,043)	(2,405,313)
(Increase)/ decrease in other assets	-	-
(Increase)/ decrease in contract assets	-	(592,939)
(Increase)/decrease in inventory	(210,334)	76,034
Increase/(decrease) in payables	(3,909,413)	513,315
Increase/(decrease) in contract liabilities	2,500,111	(332,572)
Increase/(decrease) in other liabilities	-	49,930
Increase/(decrease) in employee leave entitlements	(20,054)	(129,657)
	<u>(16,347,734)</u>	<u>-</u>
		<u>(2,821,202)</u>
Net cash inflow from operating activities	<u>1,295,514</u>	<u>-</u>
		<u>14,652,219</u>

19 Reconciliation of liabilities arising from financing activities

2024	As at 30 June 2023 \$	Cash flows \$	As at 29 February 2024 \$
Borrowings	<u>17,211,530</u>	<u>(828,119)</u>	<u>16,383,411</u>
2023	As at 30 June 2022 \$	Cash flows \$	As at 30 June 2023 \$
Borrowings	<u>18,960,448</u>	<u>(1,748,917)</u>	<u>17,211,530</u>
2022	As at 30 June 2021 \$	Cash flows \$	As at 30 June 2022 \$
Borrowings	<u>20,607,490</u>	<u>(1,647,042)</u>	<u>18,960,448</u>

12.2 FINANCE OVERVIEW REPORT - MARCH 2024

Document Number: 807948
Author: Manager, Corporate and Financial Services
Authoriser: Director Corporate Services
Directorate: Corporate Services
Portfolio: Finance & Customer Service

EXECUTIVE SUMMARY

The March 2024 Finance Overview Report is presented to the Council for information and consideration.

RECOMMENDATION

THAT Council receives and accepts the March 2024 Finance Overview Report as presented.

OVERVIEW

In accordance with the requirements of the Local Government Regulation, Council presents a report on the financial operations for the year to date. This report provides information to Council regarding key metrics, trends and actual financial performance for the month ended 31 March 2024 against the Budget FY23/24 targets as adopted by the Council budget.

VARIANCES AND ITEMS OF SIGNIFICANCE

In accordance with Section 204 of the *Local Government Regulation 2012*, a financial report summarising the Council's actual performance against budgeted performance must be provided to the Council.

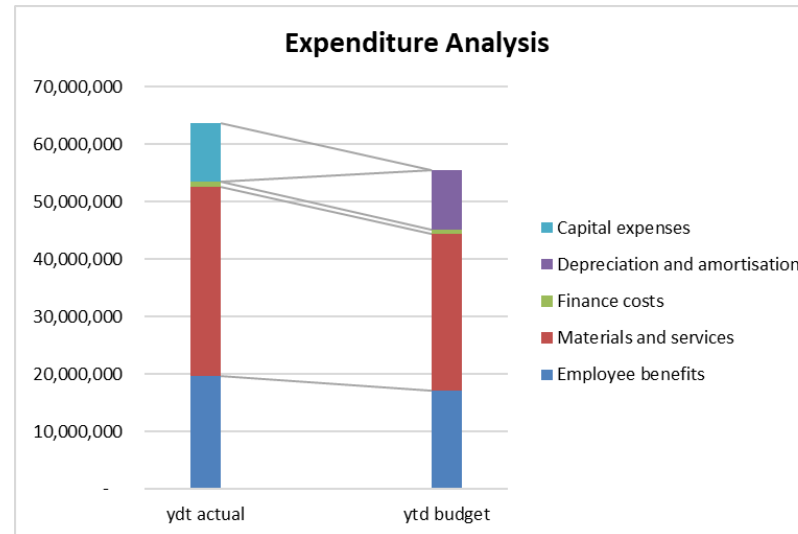
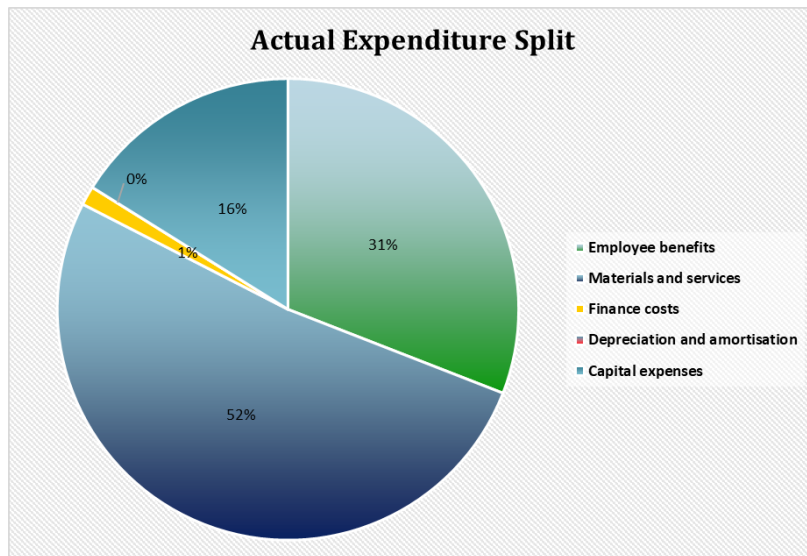
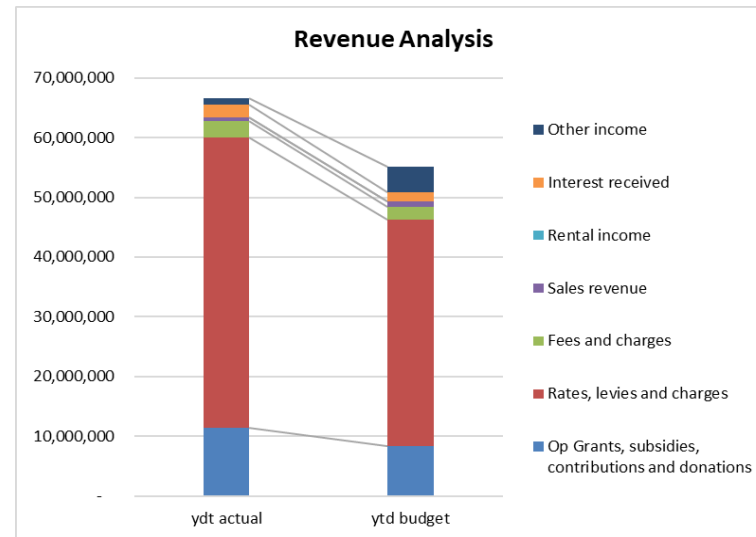
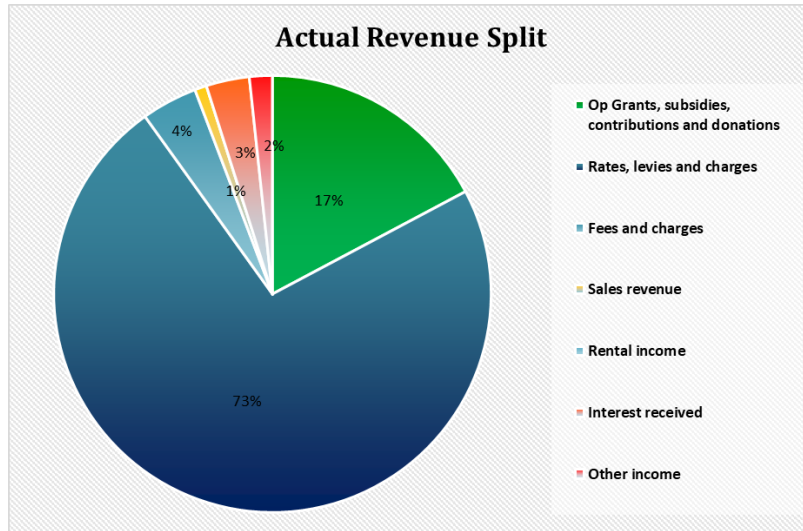
The following report covers the following key areas (in order) of the list:

1. Operational Performance (Actual vs Budget)
2. Capital Revenue and Expenses
3. Plant, Property, and Equipment (Work-In-Progress)
4. Financial Sustainability Ratios
5. Rates and Water Update
6. Borrowings
7. Cash and Cash Equivalent Movement Comparison

1. OPERATIONAL PERFORMANCE (Actual vs. Budget)
Revenue and Expenditure Summary as of 31 March 2024.

The below summary shows a brief snapshot of how the Council is tracking in the current year against the budget for the year as adopted by the Council.

Operational Performance		Actual YTD FY23/24	Budget YTD FY23/24	YTD Actuals Less YTD Budget \$	Variance as a % of YTD Budget %	Comments on significant variances
Revenue						
Recurrent revenue						
Rates, levies and charges	3(a)	48,534,244	37,812,000	10,722,244	↑	28% Rates Notice for period Jan to Jun 24 issued mid Feb 24
Fees and charges	3(b)	2,756,140	2,256,683	499,457	↑	22% Withing tolerance limit
Sales revenue	3(c)	587,494	792,750	(205,256)	↓	-26% Batch Plant Revenue not realised;
Grants, subsidies, contributions and donations	3(d)	11,474,699	8,386,141	3,088,558	↑	37% QRA flood works payment received
Total recurrent revenue		63,352,577	49,247,573	14,105,004	↑	29%
Other Income						
Interest received	4(a)	2,126,259	1,615,925	510,333	↑	32% Interest rates from QTC including rates
Other income	4(b)	1,127,955	4,286,874	(3,158,919)	↓	-74% timing of water dividend
Total income		68,209,252	55,150,372	13,058,879	↑	31%
Expenses						
Recurrent expenses						
Employee benefits	6	(19,698,261)	(17,064,729)	2,633,533	↓	-15% Over due to un budgeted Overtime
Materials and services	7	(32,896,463)	(27,319,306)	5,577,157	↓	-20% Mainly flood damage expenditure and progress claim, payment received
Finance costs	8	(853,879)	(841,198)	12,681	↓	-2% higher than budgeted transaction cost
Depreciation and amortisation	13	(10,276,443)	(10,275,888)	555	↓	0%
Total recurrent expenses		(63,725,046)	(55,501,121)	8,223,925	↓	-15%
Net result		4,484,206	(350,748)	4,834,954	↑	55%



2. CAPITAL REVENUE AND EXPENSES

The below statement shows a comparison between the Capital Revenue and Expenses as at 31 March 2024 actuals vs Budget for FY23/24.

		Actual YTD FY23/24	Full Budget FY23/24	YTD Actuals Less Full Budget	Variance as a % of Full Budget	Comments on significant variances
Capital						
Capital revenue						
Grants, subsidies, contributions and donations	3(d)	3,276,260	16,795,859	(13,519,600) ↓	-80%	progress claims to be made
Total capital revenue		3,276,260	16,795,859	(13,519,600)		
Capital expenses	9	-	2,652,952	2,652,952		

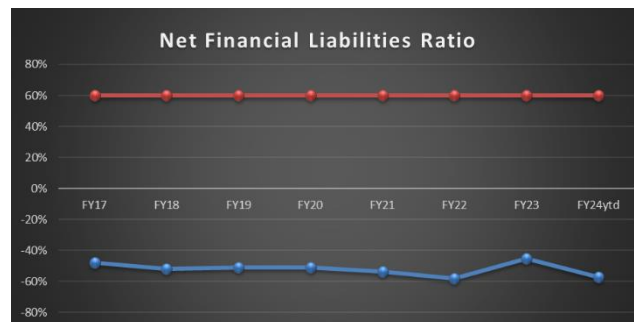
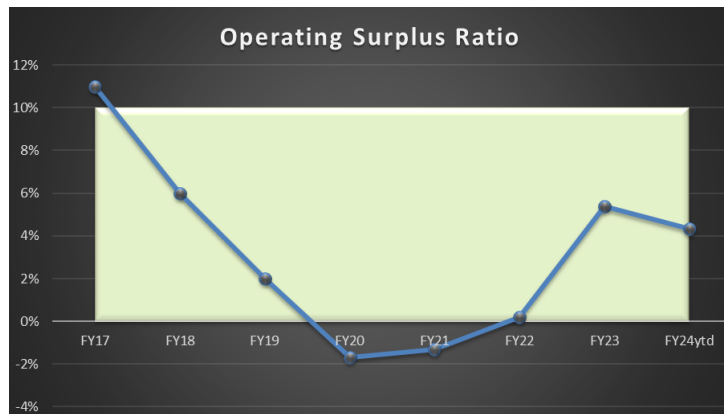
3. PLANT, PROPERTY AND EQUIPMENT

The below statement shows a comparison between the Property, Plant and Equipment as at 31 March 2024 actuals vs Budget for FY23/24.

		Actual YTD FY23/24	Full Budget FY23/24	YTD Actuals Less Full Budget	Variance as a % of Full Budget	Comments on significant variances
Plant, Property & Equipment						
Other Additions		26,037,353	31,529,902	(5,492,549) ↓	-17%	MRF Additions
Renew als		3,378,501	14,522,040	(11,143,539) ↓	-77%	
Total Work In Progress		29,415,854	46,051,942	(16,636,088)		

4. FINANCIAL SUSTAINABILITY RATIOS

Measure of Financial Sustainability	How the measure is calculated	2023 Audited	2024 YTD Actual	Target
Council's performance against key financial ratios and targets:				
Operating surplus ratio	Net operating result (excluding capital items divided by total operating revenue (excluding capital items)	5.40%	4.33%	Between 0% and 10%
Asset sustainability ratio	Capital expenditure on the replacement of assets (renewals) divided by depreciation expense	51.00%	32.88%	Greater than 90%
Net financial liabilities ratio	Total liabilities less current assets divided by total operating revenue (excluding capital items)	-45.32%	-57.12%	Not greater than 60%



5. RATES AND WATER UPDATE

- Quarter 2 non-residential and 1st half yearly residential Water Meter readings were conducted from period 18 December 2023 and ended on 14 January 2024.
- Quarter 2 Non-Residential and 1st Half Yearly Residential Water Consumption Notices were issued 02.04.2024 and are due for payment in full by 4.30pm on 02.05.2024. Any customers that were receiving their Water Consumption Notice will receive a printed notices instead electronic due to the change in Council's internal operating system.

Notifications will be on the Water Notices to request for customers to re-register for electronic e-notices.

- First Reminder Notices for the Rates Notices issued for Period 01.01.2024 to 30.06.2024, that were issued 12.02.2024 and were due 13.03.2024, will be issued April to all properties with outstanding rates and charges. Dates of these notices TBC.
- Meter Readings for Quarter 3 Non-Residential Properties (Route 99 – Commercial) & Route 100 (Council) are currently being conducted, period of readings is from 18.03.2024 to 15.04.2024.

Notice of Intention to Sell (NOITS) Land Update

Resolution OM26/07/23

10 properties (9 properties listed in this Resolution + 1 property from earlier resolution) had NOITS issued on 23.10.2023

- Total outstanding (10 properties) as at 23.10.2023 as shown on NOITS was \$1,040,936.82

2 properties paid prior to Auction Notices being issued on 09.02.2024

- Total payments received \$62,044.08 - included balance shown on NOITS + 1st half levy and interest to date of payment

2 properties had Auction Notices issued on 09.02.2024 and removed on 28.02.2024 as payment had been received.

- Total payments received \$64,995.90 - included balance of NOITS + 1st Half Levy and interest to date of payment

1 property had Auction Notice issued on 09.02.2024 and removed from Auction List on 28.02.2024

- NOITS has been withdrawn at this stage – Service of Notice to owner defective
- The outstanding balance as at 14.03.2024 (\$51,594.10) on this property remains unpaid

2 properties were not eligible for Auction Notice on 09.02.2024 (due to timeframes and delivery date of NOITS)

- Total outstanding shown on NOITS \$92,628.15
- Total outstanding as at 31 March 2024 was \$101,450.60 (this includes 1st & 2nd half Levies + interest)
- King & Co currently preparing Auction Notices (both properties remain unpaid and balance as at 31 March 2024 includes 1st & 2nd Half levies and interest to 31 March 2024)

3 properties had Auction Notice issued 09.02.2024 and went to Auction 14.03.2024

- all 3 properties were passed in as they did not reach reserve.
- 1 property had a Sale Notice advertised with offers closing at 4pm Wednesday 20 March 2024, this has resulted in a Contract of Sale being entered into – Date of Settlement is 22 April 2024.

23 August 2023 Resolution OM35/08/23

30 Properties listed in Resolution – 27 Notices of Intention to Sell were forwarded by Registered Post on 27 November 2023.

1 property was sold, and all Rates & Charges fully paid prior to NOITS being issued

1 property was removed from list as partial payment made and rates and charges were no longer 3 years overdue

1 property had NOITS withheld due to Notices to owner being defective

27 properties were issued a NOITS on 27 November 2023

- Total outstanding as at 27.11.2023 as shown on NOITS was \$742,819.28
-

13 properties paid the total amount outstanding as at time of payment.

- total payments received for these 13 properties was \$358,901.61 - included total amount as per NOITS plus 1st half levy and interest to date of payment.
- Sale Action ceased on these 13 properties.

2 properties paid the total amount as shown on the NOITS.

- a total of \$53,595.56 was received - this being the total as per the NOITS.
- One of these properties has an agreement and repayment schedule in place to pay 1st half levy and interest that has become overdue since the NOITS was issued.
 - Sale Action has been ceased.
- 104 Emu Street - Awaiting confirmation from owner re final payment or a repayment plan for balance and instructions from Council re ceasing of sale action -

3 properties - Council adopted a new Resolution at the February 2024 Council Meeting to Sell the Land –

- (NOITS to be issued to all interested parties)
- Total outstanding shown on NOITS issued 27.11.23 - \$88,442.64.
- Total outstanding as at 14 March 2024 - \$102,332.81 (this includes 1st & 2nd Half levies for 2023/24)

9 properties remain unpaid – Auction Notices to be prepared.

- Total outstanding shown on NOITS \$288,080.96
- Total outstanding as at 31 March 2024 was \$311,655.41 (this includes 1st & 2nd half Levies + interest to 31.03.2024)
- King & Company currently preparing Auction Notices

6. BORROWINGS

Council loan repayments are paid every quarter on the first working day. The balance as of 31 March 2024 was \$15.833 million.

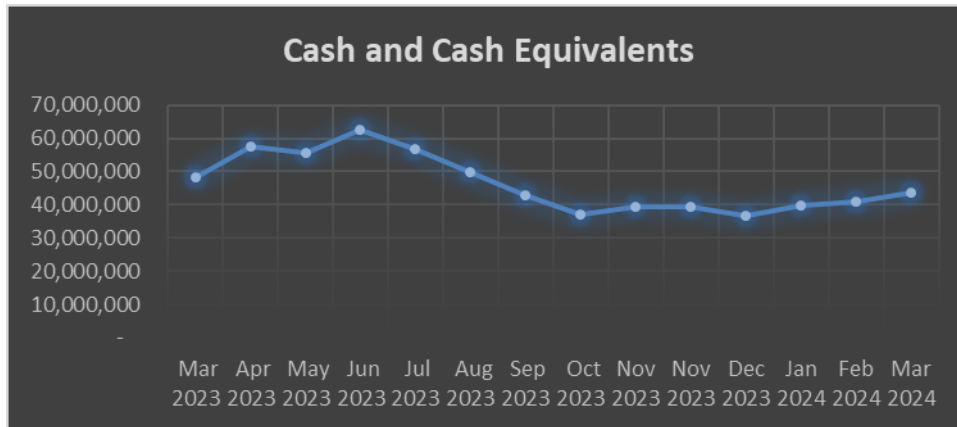
Summary of QTC Loans as at 31 March 2024					
Description	Loans Month/Year Start	Original Principal \$'000	Loan Balances \$'000	Interest Rate	Final Payment Due
Healey Heights development, Roads, Water and Sewer works	March 2009	7,000	2,899	7.28%	15/06/2029
Roads, water and sewer works	December 2009	5,000	2,286	6.39%	15/06/2030
Sewer upgrade	December 2010	5,875	2,055	6.30%	15/12/2028
Sewer upgrade	September 2011	5,000	2,665	4.89%	15/06/2032
Sewer upgrade	September 2012	5,000	2,865	5.06%	15/12/2032
Sewer upgrade	September 2013	5,000	3,062	4.32%	15/03/2034
Total		32,875	15,832		

7. CASH AND CASH EQUIVALENT MOVEMENT COMPARISON

Cash at Bank – 31 March 2024	\$43,418
Total Cash Restrictions	\$ (3,984)
TOTAL UNRESTRICTED CASH	\$39,434

MICC had \$39.434 million cash on hand at the end of March 2024. The restricted cash as defined by the Council consists of grants received in advance for which MICC has contractual obligations. There are no short-term issues regarding cash on hand.

Summary of Cash and Cash Equivalents	
Month FY23/24	\$
Mar 2023	48,329,305
Apr 2023	57,308,523
May 2023	55,565,084
Jun 2023	62,649,252
Jul 2023	56,763,115
Aug 2023	49,603,677
Sep 2023	42,890,742
Oct 2023	36,859,530
Nov 2023	39,265,263
Nov 2023	39,265,263
Dec 2023	36,701,556
Jan 2024	39,672,707
Feb 2024	40,793,594
Mar 2024	43,418,493



ATTACHMENTS

- 1. **MICC Financial Statements - 31 March 2024** [↓](#)

Mount Isa City Council
Financial Statements
For the period ended 31 March 2024

Mount Isa City Council

Financial statements

For the period ended 31 March 2024

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Current Year Financial Sustainability Statement

Unaudited Long Term Financial Sustainability Statement

Mount Isa City Council
Statement of Comprehensive Income
For the period ended 31 March 2024

		Actual YTD FY23/24	Revised Budget FY23/24	Actual FY22/23
Note	\$	\$	\$	
Income				
Revenue				
Recurrent revenue				
	Rates, levies and charges	3(a) 48,534,244	50,416,000	43,983,895
	Fees and charges	3(b) 2,756,140	3,008,910	3,197,036
	Sales revenue	3(c) 587,494	1,057,000	1,559,726
	Grants, subsidies, contributions and donations	3(d) 11,474,699	11,181,521	21,841,397
	Total recurrent revenue	63,352,577	65,663,431	70,582,055
Capital revenue				
	Grants, subsidies, contributions and donations	3(d) 3,276,260	16,795,859	5,624,173
	Total capital revenue	3,276,260	16,795,859	5,624,173
	Rental income	-	-	21,061
	Interest received	4(a) 2,126,259	2,154,567	2,449,829
	Other income	4(b) 1,127,955	5,715,832	4,519,679
	Other capital income	5 1,602,461	-	0
	Total income	71,485,512	90,329,689	83,196,797
Expenses				
Recurrent expenses				
	Employee benefits	6 (19,698,261)	(22,752,971)	(17,611,078)
	Materials and services	7 (32,896,463)	(36,425,742)	(39,194,004)
	Finance costs	8 (853,879)	(1,121,597)	(1,507,721)
	Depreciation and amortisation			
	Property, plant and equipment	13 (10,276,443)	(13,701,184)	(12,699,012)
	Intangible assets	-	-	-
		(63,725,046)	(74,001,494)	(71,011,815)
	Capital expenses	9 -	-	5,305,903
	Total expenses	(63,725,046)	(74,001,494)	(65,705,912)
	Net result	7,760,466	16,328,195	17,490,884
Other comprehensive income				
Items that will not be reclassified to net result				
	Increase / (decrease) in asset revaluation surplus	13 -	-	132,296,808
	Total other comprehensive income for the year	-	-	132,296,808
	Total comprehensive income for the year	7,760,466	16,328,195	149,787,692

"The above statement should be read in conjunction with the accompanying notes and accounting policies."

Operating	Net operating result (excluding capital items)	2,881,745	(467,664)	6,560,807
	Total operating revenue (excluding capital items)	66,606,791	73,533,830	77,572,624
	Operating surplus ratio	A 4.3%	-0.6%	8.5%
		T 0-10%	0-10%	0-10%

**Mount Isa City Council
Statement of Financial Position
For the period ended 31 March 2024**

		Actual YTD FY23/24	Revised Budget FY23/24
	Note	\$	\$
Current assets			
Cash and cash equivalents	10	43,418,493	55,136,512
Receivables	11	20,064,129	5,973,676
Inventories	12	390,120	218,505
Contract assets	14	2,458,993	2,458,993
Total current assets		<u>66,331,734</u>	<u>63,787,686</u>
Non-current assets			
Other financial assets	20	1	1
Property, plant and equipment	13	668,628,027	680,147,768
Intangible assets		-	-
Total non-current assets		<u>668,628,028</u>	<u>680,147,769</u>
Total assets		<u>734,959,762</u>	<u>743,935,455</u>
Current liabilities			
Payables	15	5,868,244	3,781,404
Contract liabilities	14	3,984,218	2,933,309
Borrowings	16	512,970	1,971,454
Provisions	17	2,255,812	2,274,149
Other liabilities		-	979,033
Total current liabilities		<u>12,621,243</u>	<u>11,939,347</u>
Non-current liabilities			
Borrowings	16	15,319,612	13,386,307
Provisions	17	10,102,466	10,558,884
Other liabilities			
Total non-current liabilities		<u>25,422,077</u>	<u>23,945,192</u>
Total liabilities		<u>38,043,320</u>	<u>35,884,539</u>
Net community assets		<u>696,916,442</u>	<u>708,050,915</u>
Community equity			
Asset revaluation surplus		408,612,688	408,612,688
Retained surplus		288,303,754	299,438,227
Total community equity		<u>696,916,442</u>	<u>708,050,915</u>

"The above statement should be read in conjunction with the accompanying notes and accounting policies."

**Mount Isa City Council
Statement of Changes in Equity
For the period ended 31 March 2024**

	Asset revaluation surplus	Retained surplus	Total
	\$	\$	\$
Restated balance at 30 June 2020	219,461,687	253,204,277	472,665,964
Net result	-	8,882,481	8,882,481
Other comprehensive income for the year			
Increase / (decrease) in asset revaluation surplus	22,885,354	-	22,885,354
Share of comprehensive income of equity accounted	-	-	-
Total comprehensive income for the year	22,885,354	8,882,481	31,767,835
Balance as at 30 June 2021	242,347,041	262,086,759	504,433,799
Net result	-	706,648	706,648
Adjustment on correction of error		311,657	311,657
Other comprehensive income for the year			
Increase / (decrease) in asset revaluation surplus	33,968,839		33,968,839
Share of comprehensive income of equity accounted	-	-	-
Total comprehensive income for the year	33,968,839	1,018,305	34,987,143
Balance as at 30 June 2022	276,315,879	263,105,064	539,420,942
Net result	-	17,422,313	17,422,313
Other comprehensive income for the year			
Increase / (decrease) in asset revaluation surplus	132,296,808		132,296,808
Share of comprehensive income of equity accounted	-	-	-
Total comprehensive income for the year	132,296,808	17,422,313	149,719,121
Balance as at 30 June 2023	408,612,688	280,527,377	689,140,065
Opening Balance Adjustment			
Net result	-	7,776,378	7,776,378
Other comprehensive income for the year			
Increase / (decrease) in asset revaluation surplus			-
Share of comprehensive income of equity accounted	-	-	-
Total comprehensive income for the year	-	7,776,378	7,776,378
Balance as at 31 March 2024	408,612,688	288,303,755	696,916,442

**Mount Isa City Council
Statement of Cash Flows
For the period ended 31 March 2024**

Note	Actual YTD FY23/24 \$	Revised Budget FY23/24 \$
Cash flows from operating activities		
Receipts from customers	46,048,630	68,836,670
Payments to suppliers and employees	(54,741,325)	(63,533,794)
	(8,692,695)	5,302,876
Interest received	2,126,259	2,154,560
Operating Grants and Contributions	11,474,699	12,475,000
Rental & Other Income	2,730,416	-
Borrowing costs	(853,879)	(949,623)
Net cash inflow (outflow) from operating activities	18 6,784,800	18,982,812
Cash flows from investing activities		
Payments for property, plant and equipment	(29,415,854)	(40,488,940)
Capital Grants, Subsidies, Contributions and Donations	3,276,260	16,795,859
Proceeds from sale of property plant and equipment	-	(948,287)
Net cash inflow (outflow) from investing activities	(26,139,595)	(24,641,368)
Cash flows from financing activities		
Repayment of borrowings	(1,379,366)	(1,854,185)
Net cash inflow (outflow) from financing activities	(1,379,366)	(1,854,185)
Net increase (decrease) in cash and cash equivalent held	(20,734,160)	(7,512,740)
Cash and cash equivalents at the beginning of the financial year	64,152,652	62,649,252
Cash and cash equivalents at end of the reporting period	10 43,418,493	55,136,512

"The above statement should be read in conjunction with the accompanying notes and accounting policies".

Mount Isa City Council
Notes to the financial statements
For the period ended 31 March 2024

2. Analysis of Results by Function

2(a) Components of council functions

The activities relating to the council's components reported on in Note 2(b) are as follows :

Business Services and finance

This function includes budget support, financial accounting, taxation advice, asset management, marketing and communication and information technology services. The goal of this function is to provide accurate, timely and appropriate information to support sound decision making and meet statutory requirements.

Construction and maintenance

Construction and maintenance is responsible for constructing new and maintaining existing infrastructure across a diverse range of assets that underpin the wellbeing of the Mount Isa community. These assets include roads, drains, stormwater, cemeteries, parks and open spaces.

Community services

The goal of community services is to ensure Mount Isa City Council is a healthy, vibrant, contemporary and connected community. Community services provides well managed and maintained community facilities, and ensures the effective delivery of cultural, health, welfare, environmental and recreational services.

This function includes:

- libraries
- entertainment venues
- public health services including vaccination clinics
- environmental licences and approvals, mosquito and other pest management programs
- animal management

Planning and development

This function facilitates the City's growth and prosperity through well planned and quality development. The objective of planning and development is to ensure the Mount Isa City Council is well designed, efficient and facilitates growth yet also preserves the character and natural environment of the city. This function includes activities and services related to city, neighbourhood and regional planning, and management of development approval processes.

Transport infrastructure

The objective of the transport infrastructure program is to ensure the community is serviced by a high quality and effective road network. The function provides and maintains transport infrastructure, including the maintenance and provision of the drainage network.

Waste management

The goal of this function is to protect and support our community and natural environment by sustainably managing refuse. The function provides refuse collection and disposal services.

Water and Sewerage infrastructure

The goal of this program is to support a healthy, safe community through sustainable water and sewerage services. This function includes all activities relating to water.

Mount Isa City Council
Notes to the financial statements
For the period ended 31 March 2024

3 Revenue

(a) Rates, levies and charges

	Actual YTD FY23/24	Revised Budget FY23/24	Actual FY22/23
	\$	\$	\$
General rates	19,357,575	19,047,000	17,094,259
Separate rates	535,059	509,000	489,085
Water	11,030,274	11,058,000	10,600,847
Water consumption, rental and sundries	5,013,811	6,873,000	7,467,713
Sewerage	8,151,821	8,328,000	7,875,579
Waste Management	4,691,321	4,766,000	4,170,082
Total rates and utility charge revenue	48,779,861	50,581,000	47,697,564
Less: Pensioner remissions	(245,616)	(165,000)	(110,313)
	48,534,244	50,416,000	47,587,341

(b) Fees and charges

Animal Control	114,177	221,728	193,296
Buchanan Park fees	53,431	37,000	6,164
Building and Development	328,500	577,000	549,529
Cemetery fees	76,234	150,000	126,529
Finance	37,733	93,600	84,131
Infringements	1,856	48,672	99,483
Licences and registrations	115,205	-	-
Other fees and charges	433,317	524,280	525,335
Refuse tip and recycling	1,595,688	1,356,630	1,742,630
	2,756,140	3,008,910	3,327,097

(c) Sales revenue

Rendering of services

Contract and recoverable works	11,275	151,500	39,211
Concrete sales	576,219	905,500	927,457
Total Sales Revenue	587,494	1,057,000	966,668

(d) Grants, subsidies, contributions and donations

(i) Operating

General purpose grants	474,775	9,396,955	11,536,887
State government subsidies and grants	10,999,924	1,784,566	8,492,354
	11,474,699	11,181,521	20,029,241

Mount Isa City Council
Notes to the financial statements
For the period ended 31 March 2024

	Actual YTD FY23/24 \$	Revised Budget FY23/24 \$	Actual FY22/23 \$
(ii) Capital			
State & Commonwealth Government subsidies and grants	3,266,260	16,795,859	7,695,881
Commonwealth Government subsidies and grants	-	-	-
Contributions	10,000	-	-
Total capital grants, subsidies and	<u>3,276,260</u>	<u>16,795,859</u>	<u>7,695,881</u>
	<u>3,276,260</u>	<u>16,795,859</u>	<u>7,695,881</u>
4 Interest and other income			
(a) Interest received			
Interest received from bank and term deposits is accrued over the term of the investment.			
Interest received from term deposits	1,580,987	1,583,933	1,708,523
Interest received from financial institutions	545,272	570,634	741,306
Interest from overdue rates and utility charges	<u>2,126,259</u>	<u>2,154,567</u>	<u>2,449,829</u>
	<u>2,126,259</u>	<u>2,154,567</u>	<u>2,449,829</u>
(b) Other income			
Dividends are recognised when they are declared.			
Dividend (Mount Isa Water Board)	-	3,625,294	3,495,031
Other income	1,127,955	2,090,538	1,069,269
	<u>1,127,955</u>	<u>5,715,832</u>	<u>4,564,300</u>
	<u>1,127,955</u>	<u>5,715,832</u>	<u>4,564,300</u>
5 Other Capital income			
Gain / loss on disposal of non-current assets	<u>-</u>	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>	<u>-</u>
Proceeds from sale of land and improvements	-	-	64,721
Less: Carrying value of disposed land	13	-	(56,659)
	<u>-</u>	<u>-</u>	<u>8,062</u>
	<u>-</u>	<u>-</u>	<u>8,062</u>
Provision for restoration of land	<u>-</u>	<u>-</u>	<u>(146,912)</u>
	<u>-</u>	<u>-</u>	<u>(146,912)</u>
Adjustment due to change discount rate	-	-	1,283,600
Adjustment due to change in inflation rate	-	-	4,423,401
Adjustment due to change in cost estimate	1,602,461	-	5,560,089
	<u>1,602,461</u>	<u>-</u>	<u>5,560,089</u>
	<u>1,602,461</u>	<u>-</u>	<u>5,560,089</u>
Total Other Capital Income	<u>1,602,461</u>	<u>-</u>	<u>5,568,151</u>
	<u>1,602,461</u>	<u>-</u>	<u>5,568,151</u>
6 Employee benefits			
Employee benefit expenses are recorded when the service has been provided by the employee.			
Staff wages and salaries	15,844,199	17,536,681	13,983,392
Councillors' remuneration	529,856	543,094	522,206
Annual, Sick and Long Service Leave Entitlements	2,033,430	2,928,899	2,521,475
Workers compensation Insurance	291,258	291,258	194,747
Fringe Benefits Tax (FBT)	1,000	79,774	61,887
Superannuation	1,184,789	2,075,440	1,735,266
	<u>19,884,532</u>	<u>23,455,146</u>	<u>19,018,972</u>
	<u>19,884,532</u>	<u>23,455,146</u>	<u>19,018,972</u>
Other employee related expenses	-	-	-
	<u>19,884,532</u>	<u>23,455,146</u>	<u>19,018,972</u>
Less: Capitalised employee expenses	(186,271)	(702,175)	(1,081,181)
	<u>19,698,261</u>	<u>22,752,971</u>	<u>17,937,792</u>
	<u>19,698,261</u>	<u>22,752,971</u>	<u>17,937,792</u>

Mount Isa City Council
Notes to the financial statements
For the period ended 31 March 2024

	Actual YTD FY23/24	Revised Budget FY23/24	Actual FY22/23
	\$	\$	\$
7 Materials and services			
Advertising, marketing and promotion	-	-	55,879
Audit Fees *	119,264	220,000	216,138
Bulk Water Purchases	8,998,532	13,886,217	12,969,847
Communications and IT	2,150,975	1,930,224	2,140,394
Council Enterprises Support	1,061,498	1,150,000	1,942,221
Governance and Promotions	1,485,606	3,502,529	1,492,946
Land Use Planning and Regulation	131,678	256,000	233,732
Parks and Gardens	810,133	1,871,500	1,877,706
Road Maintenance	2,533,587	1,676,738	1,888,941
Flood Works	6,663,197	1,769,766	8,198,458
Utilities	362,481	-	1,016,748
Vehicle and plant operating costs	2,416,701	1,915,478	2,667,477
Waste Levy Payments (Total)	1,136,483	2,073,949	2,136,502
Waste Levy Refund **	-	(863,760)	(1,040,755)
Waste Management	1,927,333	1,944,869	2,683,863
Water and Sewerage Maintenance	1,410,934	1,481,996	1,627,923
Other materials and services	1,688,061	3,610,235	964,870
	<u>32,896,463</u>	<u>36,425,742</u>	<u>42,291,784</u>
8 Finance costs			
Finance costs charged by the Queensland Treasury Corporation	739,447	949,597	1,055,312
Bank charges	114,432	172,000	187,228
Impairment of receivables	-	-	200,843
Unwinding of discount on provisions	-	-	254,185
	<u>853,879</u>	<u>1,121,597</u>	<u>1,697,568</u>
9 Capital expenses			
Disposal of non current asset			
Property, plant and equipment	-	-	-
Total impairment losses/write off recorded as expenses	-	-	-
Loss on disposal of non-current assets			
Proceeds from sale of property, plant and equipment	-	-	(1,187,212)
Less: Carrying value of disposed property, plant and equipment	-	-	1,291,104
	<u>-</u>	<u>-</u>	<u>103,892</u>
Provision for restoration of land			
Adjustment due to change in cost estimate	-	-	-
Adjustment due to change in inflation	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>

Mount Isa City Council
Notes to the financial statements
For the period ended 31 March 2024

	Revaluation decrement	17	-	-	
	Landfill rehabilitation		-	-	
	Total Capital expenses		-	-	103,892
			Actual YTD FY23/24	Revised Budget FY23/24	Actual FY22/23
10	Cash and cash equivalents				\$
	Cash at bank and on hand		1,082,978		2,479,231
	Deposits at call		42,335,514	55,136,512	60,170,021
	Term deposits		-		-
	Balance per Statement of Financial		43,418,493	55,136,512	62,649,252
	Less bank overdraft		-		-
	Balance per Statement of Cash Flows		43,418,493	55,136,512	62,649,252
	Cash and cash equivalents		43,418,493	55,136,512	62,649,252
	Less: Externally imposed restrictions on cash		(3,984,218)		(4,767,899)
	Unrestricted cash		39,434,275	55,136,512	57,881,352
	Externally imposed expenditure restrictions at the reporting date relate to the following cash assets:				
	Unspent Government Grants and Subsidies		3,984,218	2,933,309	2,933,309
	Special Rate Levies Unspent			-	1,606,109
	Unspent developer contributions			-	228,482
	Total externally imposed restrictions on cash assets		3,984,218	2,933,309	4,767,899
			Actual YTD FY23/24	Revised Budget FY23/24	Actual FY22/23
11	Receivables		\$	\$	\$
	Current Trade and Other Receivables				
	Rates and charges		11,731,751	5,973,676	8,770,848
	Statutory Charges (Water charges not yet levied)		6,580,391		3,603,446
	GST Recoverable		(414,986)		531,050
	Prepayments		220,583		-
	Other debtors		1,946,389		1,575,494
			20,064,129	5,973,676	14,480,838
	Less: Expected credit losses				
	Rates and general debtors		-		(74,343)
	Total Current Trade and Other Receivables		20,064,129	5,973,676	14,406,496
12	Inventories				
	Inventories held for distribution				
	Other trading stocks		206,511	218,505	-
	Quarry and road materials		119,687	-	184,098
	Plant and equipment stores		63,922	-	34,406
			390,120	218,505	218,505
	Total inventories		390,120	218,505	218,505

Mount Isa City Council
Notes to the financial statements
For the period ended 31 March 2024

Mount Isa City Council
Notes to the financial statements
For the period ended 31 March 2024

13 **Property, Plant and Equipment**

Council

Basis of measurement

Fair value category

Asset values

Opening gross value as at 1 July 2023

Additions

Closing gross value as at 31 March 2024

Accumulated depreciation and impairment

Opening balance as at 1 July 2023

Depreciation expense

Accumulated depreciation as at 31 March 2024

Total Written Down Value as at 31 March 2024

Range of estimated useful life in years

Land and improvements	Buildings and Other Structures	Other plant and equipment	Road, drainage and bridge network	Water	Sewerage	Work in progress	Total
Fair Value	Fair Value	At Cost	Fair Value	Fair Value	Fair Value	Cost	
Level 2	Levels 2 & 3		Level 3	Level 3	Level 3		
\$	\$	\$	\$	\$	\$	\$	\$
6,873,636	171,684,064	21,009,848	460,739,525	178,489,182	143,004,488	23,398,869	1,005,199,611
-	-	-	-	-	-	29,415,854	29,415,854
6,873,636	171,684,064	21,009,848	460,739,525	178,489,182	143,004,488	52,814,723	1,034,615,465
Accumulated depreciation and impairment							
-	25,935,639	11,255,753	148,756,863	108,996,210	60,766,530	-	355,710,995
-	2,163,782	1,004,758	4,173,561	1,580,904	1,353,438	-	10,276,443
-	28,099,420	12,260,511	152,930,424	110,577,114	62,119,968	-	365,987,438
6,873,636	143,584,644	8,749,336	307,809,101	67,912,068	80,884,520	52,814,723	668,628,027.35
Not depreciated	9 - 100	4 - 35	7 - 1000	15 - 100	20 - 300	Not depreciated	-

Mount Isa City Council
Notes to the financial statements
For the period ended 31 March 2024

14 Contract balances

(a) Contract assets

Actual YTD FY23/24 \$	Revised Budget FY23/24 \$	Actual FY22/23 \$
2,458,993	2,458,993	2,458,993

(b) Contract liabilities

Funds received upfront to construct Council controlled assets	2,743,898	-	1,692,989
Non-capital performance obligations not yet satisfied	1,240,320	2,933,309	1,240,320
	<u>3,984,218</u>	<u>2,933,309</u>	<u>2,933,309</u>

15 Payables

Creditors are recognised when goods or services are received, at the amount owed. Amounts owing are unsecured and are generally settled on 30 day terms.

	Actual YTD FY23/24 \$	Revised Budget FY23/24 \$	Actual FY22/23 \$
Current			
Creditors	5,665,664	3,781,404	7,207,272
Prepaid rates	-	-	1,631,432
Other creditors	202,579	-	208,604
	<u>5,868,244</u>	<u>3,781,404</u>	<u>9,047,309</u>

16 Borrowings

	Actual YTD FY23/24 \$	Revised Budget FY23/24 \$	Actual FY22/23 \$
Current			
Loans - QTC	512,970	1,971,454	1,892,335
Loans - other	-	-	-
	<u>512,970</u>	<u>1,971,454</u>	<u>1,892,335</u>
Non-current			
Loans - QTC	15,319,612	13,386,307	15,319,612
Loans - other	-	-	-
	<u>15,319,612</u>	<u>13,386,307</u>	<u>15,319,612</u>
Opening balance at beginning of financial year	17,211,947	17,211,530	18,960,447
Principal repayment	(1,379,366)	(1,854,211)	(1,748,499)
Book value at end of financial year	<u>15,832,581</u>	<u>15,357,318</u>	<u>17,211,947</u>

17 Provisions

Current			
Annual leave	1,558,612	1,453,381	1,453,489
Long service leave	771,433	820,767	820,767
Waste Levy Term Advance	(74,234)	979,033	-
Total Current Provisions	<u>2,255,812</u>	<u>3,253,182</u>	<u>2,274,257</u>
Non-Current			
Long service leave	237,900	210,070	210,070
Landfill rehabilitation	6,724,470	8,252,697	8,252,697
Waste Levy Term Advance	3,140,096	2,096,118	-
Total Non-Current Provisions	<u>10,102,466</u>	<u>10,558,884</u>	<u>8,462,766</u>
Landfill rehabilitation			
Balance at beginning of financial year	8,252,696	-	13,558,600
Increase due to unwinding of discount	8	-	254,185
Adjustment due to change in cost estimate	5	1,602,461	(4,423,401)
Increase/(decrease) due to change in discount rate	5,9	-	(1,136,688)
Balance at end of financial year	<u>9,855,157</u>	<u>-</u>	<u>8,252,696</u>

Mount Isa City Council
Notes to the financial statements
For the period ended 31 March 2024

18 Reconciliation of net result for the year to net cash inflow (outflow) from operating activities

Net result	7,760,466	17,422,313
Non-cash items:		
<i>Write off of Prior years WIP to Profit and Loss</i>	-	-
<i>Depreciation and amortisation</i>	10,276,443	12,756,221
Capital grants and contributions	(3,276,260)	(7,695,881)
	<u>7,000,183</u>	<u>- 51,109</u>
Changes in operating assets and liabilities:		
(Increase)/ decrease in receivables	(5,657,633)	(2,405,313)
(Increase)/ decrease in other assets	-	-
(Increase)/ decrease in contract assets	-	(592,939)
(Increase)/decrease in inventory	(171,615)	76,034
Increase/(decrease) in payables	(3,179,065)	513,315
Increase/(decrease) in contract liabilities	1,050,909	(332,572)
Increase/(decrease) in other liabilities	-	49,930
Increase/(decrease) in employee leave entitlements	(18,445)	(129,657)
	<u>(7,975,849)</u>	<u>- (2,821,202)</u>
Net cash inflow from operating activities	<u>6,784,800</u>	<u>- 14,652,219</u>

19 Reconciliation of liabilities arising from financing activities

2024	As at 30 June 2023 \$	Cash flows \$	As at 31 March 2024 \$
Borrowings	17,211,530	(1,379,366)	15,832,163
2023	As at 30 June 2022 \$	Cash flows \$	As at 30 June 2023 \$
Borrowings	18,960,448	(1,748,917)	17,211,530
2022	As at 30 June 2021 \$	Cash flows \$	As at 30 June 2022 \$
Borrowings	20,607,490	(1,647,042)	18,960,448

12.3 UPDATED RATES AND CHARGES DEBT RECOVERY POLICY V6

Document Number: 805310
Author: Revenue and Customer Service Coordinator
Authoriser: Director Corporate Services
Directorate: Corporate Services
Portfolio: Finance & Customer Service

EXECUTIVE SUMMARY

The Rates and Charges Debt Recovery Policy is a Strategic policy and has been adopted by Council due to its desire to influence the direction of an issue or assist in the delegated decision making of Council Officers.

RECOMMENDATION

THAT Council approve and adopt the updated Rates and Charges Debt Recovery Policy V6 effective 28 February 2024.

OVERVIEW

The Rates and Charge Debt Recovery Policy V6 has been updated to reflect and align with Mount Isa City Council's Revenue Statement. (The *Revenue Statement* must be adopted at the Local Governments Annual Budget meeting and in accordance with the *Local Government Act 2009 and Local Government Regulation 2012*).

BACKGROUND

Council requires the payment of rates and charges within a specified time period and as such will pursue the recovery of overdue rates and charges diligently. The Rates and Charges Debt Recovery Policy is a Strategic policy and has been adopted by Council due to its desire to influence the direction of an issue or assist in the delegated decision making of Council Officers.

The Rates and Charges Debt Recovery Policy V6 has been updated to ensure that it aligns with Council's Annually adopted Revenue Statement.

BUDGET AND RESOURCE IMPLICATIONS

Failure to manage debts can result in a reduced cash flow for Council, and additional legal costs may be incurred to pursue aged debts.

LINK TO CORPORATE PLAN

Theme:	5.	Ethical & Inclusive Governance
Strategy:	5.11	Provide and maintain strategies to ensure Council's long-term financial sustainability.

CONSULTATION (INTERNAL AND EXTERNAL)

Corporate Services, Revenue Department

LEGAL CONSIDERATIONS

When undertaking the recovery of overdue rates or charges, Council must act in accordance with *Chapter 4, Part 12 of the Local Government Regulation 2012*.

POLICY IMPLICATIONS

Council's Rates and Charges Debt Recovery Policy must be updated to align with Council's Revenue Statement.

Local Government Act 2009

Local Government Regulation 2012

RISK IMPLICATIONS

Council run the risk of having a Policy that does not align with the Revenue Statement.

HUMAN RIGHTS CONSIDERATIONS

Council is entitled by law to recover outstanding rates and charges and can decide to sell the land for overdue rates or charges. The decision to sell the land does not limit a human right detailed in clause 5.1 of Council's Human Rights Policy.

ATTACHMENTS

1. Rates and Charges Debt Recovery Policy V6 -draft [↓](#) 




STRATEGIC POLICY
MOUNT ISA CITY COUNCIL
Rates and Charges Debt Recovery Policy

RESOLUTION NO. ~~OM49/08/19~~ VERSION ~~V5Y~~

⁶
 APPLIES TO STRATEGIC POLICIES ONLY

This is an official copy of the **Rates and Charges Debt Recovery Policy**, made in accordance with the provisions of *Local Government Act and Regulations, Public Records Act, Mount Isa City Council's Local Laws, Subordinate Local Laws and current Council Policies.*

Strategic policies are adopted by Council due to its desire to influence the direction of an issue or assist in the delegated decision making of Council officers. Strategic policies should follow the jurisdiction provided to Council through its Corporate Plan; the **Rates and Charges Debt Recovery Policy** is approved by the Mount Isa City Council for the operations and procedures of Council.



[Sharen Ibarrolaza Tim Rose](#)
 Acting Chief Executive Officer

DOCUMENT VERSION CONTROL			
Governance/Policies/Strategic 14992 Doc ID# 32739		POLICY TYPE	Strategic (Council)
VERSION	DATE	RESOLUTION NO.	DETAILS
V1	28.06.2017	OM/13/06/17	Responsible Officer - Manager Corporate & Financial Services
V2	28.03.2018	OM/25/03/18	Responsible Officer - Manager Corporate & Financial Services
V3	14.11.2018	OM23/11/18	Responsible Officer - Manager Corporate & Financial Services
V4	26.06.2019	OM25/06/19	Responsible Officer - Manager Corporate & Financial Services
V5	28.08.2019	OM19/08/19	Responsible Officer - Manager Corporate & Financial Services
<u>V6</u>	<u>28.02.2024</u>		<u>Responsible Officer - Manager Corporate & Financial Services</u>
		REVIEW DUE	<u>30-06-2024</u> <u>30.06.2024</u>

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DISTRIBUTION AND DISSEMINATION			
Internal email to all employees		Section meetings / Toolbox talks	
Internal email to all Councillors		Included in employee inductions	
Staff noticeboards		Uploaded to Council website	X
Internal training to be provided		External training to be provided	

MOUNT ISA CITY COUNCIL STRATEGIC POLICY

Page 1 of 7



STRATEGIC POLICY
MOUNT ISA CITY COUNCIL
Rates and Charges Debt Recovery Policy

RESOLUTION NO. ~~GM49/08/19~~ VERSION ~~V6V~~

6

Registered in Magic	X		
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1. PURPOSE

Mount Isa City Council ("Council") requires payment of rates and charges within a specified time period and will pursue the recovery of overdue rates and charges diligently. The objective of this policy is to set out Council's principles in regard to the management of debt, and to provide a process which is consistent and ethical for the recovery of outstanding Rates and Charges across Council in accordance with the parameters and requirements of the *Local Government Regulation 2012*.

2. COMMENCEMENT

The Mount Isa City Council Rates and Charges Debt Recovery Policy will take effect on ~~1 July 2019~~ February 2024 following its adoption by Council at the Ordinary Meeting on ~~26 June 2019~~ February 2024.

3. APPLICATION

3.1 Rates and charges are defined in the *Local Government Regulation 2012* as including differential general rates, minimum general rate levies, separate rates and charges, special rates and charges, utility charges and accrued interest on outstanding balances.

In addition as defined in Section 132 of the *Local Government Regulation 2012*, rates and charges will include:

a) b) if the local government takes the ratepayer to court to recover rates or charges and the court orders the rate payer to pay the Council's costs—the costs; and

b) d) the interest, if interest is payable, on the rates or charges, or costs.

3.2 The Rates and Charges Debt Recovery Policy provides scope for recovery procedures. This policy is guided by the following principles:

- a) Transparency by making clear the obligations of ratepayers and the processes used by Council is assisting them to meet their financial obligations;
- b) Making the administrative processes used to recover overdue rate and charges well defined and cost effective;
- c) Consistency by having regard to providing the same treatment for ratepayers in similar circumstances;
- d) Flexibility by responding where necessary to changes in the local economy; and
- e) Adherence to the debt collection guidelines developed by the Australian Competition and Consumer Commission.

4. RECOVERY ACTIONS

The following action will be used in the recovery of overdue rates and charges:-

STAGE	TIMING	ACTION TYPE	COMMENT	AUTHORITY LEVEL	ACTION TAKEN BY
1	14 days after the due date on the rates notice or water consumption notice.	First/Final Reminder Notice Advising rates and charges are overdue, and interest is accruing at the prescribed rate as stipulated in the current adopted Revenue Statement. 8%. Legal action may be initiated unless the debt is paid in full or an approved	Further Action suspended if: Rates and charges are paid in full or the rate payer enters into and maintains an approved payment commitment.	Senior Revenue Officer Revenue & Customer Service Coordinator	Council

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STRATEGIC POLICY
MOUNT ISA CITY COUNCIL
Rates and Charges Debt Recovery Policy

RESOLUTION NO. ~~GM49/08/19~~ VERSION ~~V5~~V

6

STAGE	TIMING	ACTION TYPE	COMMENT	AUTHORITY LEVEL	ACTION TAKEN BY
		payment commitment is entered into with 14 days.			
STAGE	TIMING	ACTION TYPE	COMMENT	AUTHORITY LEVEL	ACTION TAKEN BY
2	14 days after issue of Reminder Letter 1 .	Notice of Proposed Legal Action Advising Ratepayer that legal action may be initiated unless the debt is paid in full or an approved _____ payment commitment is entered into within 14 days.	Further Action suspended if: Rates are paid in full or if the rate payer enters into and maintains an approved payment commitment.	Manager Corporate and Financial Services Senior Revenue Officer.	Council
32	14 days after issue of Final Reminder Notice of Proposed Legal Action	Council shall proceed with legal recovery action against any Property Owner who has not satisfactorily responded to any Notices previously sent. Council or Council's appointed Legal Representative or Debt Recovery Agent will issue a letter of final demand to advise that if payment in full or an agreed payment arrangement is not entered into within fourteen (14) days, legal recovery action may commence. Council will seek full payment of Outstanding Rates and Charges. It will also advise that action may involve the Sale of Land should there be: (a) overdue rates or charges on land; and (b) the liability to pay the overdue rates or charges is not the subject of court proceedings; and (c) some or all of the overdue rates or charges have been overdue for at least— 3 months – mining claims; 1 year - vacant land or land used only for commercial purposes, and Council has obtained judgment for the overdue rates or charges; and	Further Action suspended if: Rates <u>and charges</u> are paid in full or the rate payer enters into and maintains an approved payment commitment.	Manager Corporate and Financial Services; <u>or</u> <u>Senior Revenue Officer Revenue & Customer Service Coordinator.</u>	Council and Council's Debt Recovery Agent.



STRATEGIC POLICY
MOUNT ISA CITY COUNCIL
Rates and Charges Debt Recovery Policy

RESOLUTION NO. ~~GM49/08/19~~ VERSION ~~V5V~~

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STAGE	TIMING	ACTION TYPE	COMMENT	AUTHORITY LEVEL	ACTION TAKEN BY
		3 years – all other land.			

STAGE	TIMING	ACTION TYPE	COMMENT	AUTHORITY LEVEL	ACTION TAKEN BY
<u>43</u>	Notice of Sale of Land	Notice in accordance with legislation Notice informing the owner of Councils intention to make a resolution to sell the land for recovery of outstanding rates and charges in arrears for at least: 3 months – mining claims; 1 year - vacant land or land used only for commercial purposes, <u>and</u> Council has obtained judgment for the overdue rates or charges; and 3 years – all other land.	Full payment including costs will be required to cease action.	Council	Council or Council's appointed Legal Representative
<u>54</u>	Sale of Land within legislative timeframe.	Sale of land should some or all of rates and charges remain in arrears for at least: 3 months – mining claims; 1 year - vacant land or land used only for commercial purposes, <u>and</u> Council has obtained judgment for the overdue rates or charges; and 3 years – all other land.	Full payment including costs will be required to cease action.	Council	Council or Council's appointed representative appointed representative

At any point after Stage 1, Council staff or Council's Legal Representative or Debt Recovery Agent, may attempt to telephone ratepayers in order to secure payment. Such calls are optional, at Council's discretion and additional to the minimum requirements of the process.

5. PAYMENT COMMITMENTS

5.1 Standard Payment Commitment

5.1 Council may allow ratepayers to pay the outstanding rates balance by instalments. *Payment of arrears by instalments should be seen as a way to reduce arrears and overcome financial*

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STRATEGIC POLICY
MOUNT ISA CITY COUNCIL
Rates and Charges Debt Recovery Policy

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difficulties, not as a regular occurrence. All approved payment commitments for outstanding rates and charges will continue to accrue interest ~~at a rate of 8% per annum compounding daily~~ until the outstanding amount is paid in full (unless otherwise approved under this policy, by the Chief Executive Officer or via a decision of Council).

All payment commitments ~~do not include future levies and will generally result in all overdue charges being in full within 6 months. All future rates and charges are to be paid in full as issued, should ensure all future rates and charges are paid as issued to ensure the account does not fall further into arrears. To be approved, a periodic payment commitment will generally result in all overdue rates and charges being paid in full within 6 months.~~

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Financial Hardship Commitment

5.2 In the event where the residential ratepayer is unable to pay within the required timeframe or in cases of genuine financial hardship and the minimum repayment is not met, supporting evidence is required to be submitted to Council to justify the approval of an extended timeframe.

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Financial hardship exists when ratepayers are unable to meet basic requirements, including food, clothing, medicine, accommodation and children's education. This hardship may occur as a result of illness, long-term unemployment or death of a partner.

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Council may request whatever information it deems necessary to assess genuine financial hardship. To be considered for financial hardship the property must be your primary place of residence.

In the event that financial hardship can be proved:

- a) if you are in arrears for 6 months to 1 year and the amount is between \$3,000 and \$5,000 you may have up to 12 months to repay the arrears;
- b) if you are in arrears for 1-2 years and the amount owing is over \$5,000, you may have up to 2 years to repay the arrears.

Note: For payment commitments longer than 6 months, an estimate of the rates and water levies issuing in that time period will be added. This estimate will be based on the last rates and water levies issued. This is to ensure ratepayers do not remain with a large ongoing arrears balance.

5.3 To avoid recovery action these requests are to be made to Council in writing at which time the relevant Council officer or Council delegate will consider the offer on a case by case basis. If approved, the Council officer or Council delegate will document the arrangement to be brought into effect and a copy will be provided in writing to the ratepayer.

General Information

5.4 In the case of an extenuating circumstance and where the required payment instalment is unable to be made the onus is on the ratepayer to notify Council in writing as soon as practicably possible. Council reserves the right to renegotiate or cancel a payment commitment should circumstances change where the debt will not be paid within Council's current policy time frame. In these circumstances, Council will not initiate further recovery action without reference to the ratepayer concerned.

5.5 Council will not pursue further recovery action against a ratepayer who has an agreed written periodic payment commitment, while the commitment is current/current, and the ratepayer adheres to the agreed repayment schedule and required instalment amounts.

5.6 In the event that a payment commitment is not maintained within the agreed terms and the ratepayer does not make contact with the Council, the following action will occur:

- a) The payment commitment will be ~~removed from Council's rate assessment~~cancelled and the debt forwarded to Council's external debt recovery agency without further notice to the ratepayer.



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b) In accordance with Section 128 *Local Government Regulation 2012*, payments will be applied towards the payment of rates and charges in the order in which they became overdue.

~~c) However as per Section 128 (1) (b) council must apply payments to particular rates and charges if the property owner advises Council of this.~~

6. PAYMENT OF RATES AND CHARGES IN ADVANCE

6.1 If you find payment of your rates and ~~charges~~ in a lump sum difficult, Council encourages you make payments on a regular basis. Payment of rates and charges in advance by regular instalments ensures the balance to be paid at the time of issuing of the rates or water consumption notices ~~rates issue~~ is minimised. Payment on time allows you to avoid interest and other charges accruing. Council does not pay you interest on advance payments or credit balances.

7. INTEREST

7.1 ~~2019/2020 and future financial years~~

In accordance with Section 133 of the *Local Government Regulation 2012*, interest ~~for the 2019/2020 and future financial years shall bear interest at no more than 8% per annum compounding daily. Immediately as they become overdue will not be higher than the bank bill yield rate for the date plus 8%. Council may adopt an interest rate lower than legislated and this rate is stated in the Revenue Statement for the current financial year.~~ This is subject to legislative changes.

7.2 All General Rates ~~rates~~ and Utility C ~~charges~~ become overdue immediately following the due date as shown on the rates or water consumption notice.

7.3 At the discretion of the Chief Executive Officer and upon recommendation from the Manager Corporate and Financial Services or, in their absence, the Senior Revenue Officer ~~Revenue and Customer Service Coordinator~~, interest charges can be suspended or written-off should the property owner be deemed to be in genuine financial hardship and with an outstanding amount greater than \$5,000.

7.4 Any other requests to suspend or write-off interest charges can only be approved at the discretion of the Chief Executive Officer and upon recommendation from the Manager Corporate and Financial Services or, in their absence, the Senior Revenue Officer ~~Revenue and Customer Service Coordinator~~.

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8. INTEREST THRESHOLD

8.1 An interest threshold will be applied under the following circumstances: When interest is calculated, if:

- a) an assessment has been fully paid prior to the interest run; and
- b) the interest calculated as outstanding between the date of the last interest run and the date of payment is less than the stated limit.

Then the interest calculated in the current run is not charged to the assessment.

The interest threshold is \$50.00.

9. SMALL DEBTS WRITE-OFF

Any small debts under \$25,005.00 may be written-off by the revenue team on a monthly basis. This is to reduce the administrative costs of managing small outstanding amounts.

10. DEBT WRITE-OFF INCLUDING ACCRUED INTEREST

All bad debts may only be written off by Council resolution.

11. RECOVERY

Where rate and charges arrears exceed:

- a) 3 months – mining leases;



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b) 1 year vacant land or land used only for commercial purposes, and Council has obtained judgement;

c) 3 years – all other land.

Rates and charges recovery through sale of land will commence within the legislative timeframes.

12. PRIVACY

In recognition of individual privacy and to ensure all ratepayers are, and seen to be, treated consistently; the list of properties on which Council is required to resolve to commence land sale for rates and charges recovery in accordance with this policy is to be presented identifying the Assessment Number, Property Location, Real Title Details~~Property Description~~, amount owing and length of time outstanding only.

13. RESPONSIBILITIES

All employees and councillors are bound to act within this policy.

14. BREACH OF POLICY

Breach of this policy may lead to disciplinary or other action.

15. ASSOCIATED DOCUMENTS

- Revenue Policy
- Revenue Statement
- Payment Commitment Form
- Financial Hardship Information Sheet

16. VARIATION

Mount Isa City Council reserves the right to vary, replace or terminate this policy at any time.

12.4 CORPORATE SERVICES OVERVIEW REPORT - FEBRUARY 2024 AND MARCH 2024

Document Number: 808123
Author: Senior Customer Service Officer
Authoriser: Director Corporate Services
Directorate: Corporate Services
Portfolio: Finance & Customer Service

EXECUTIVE SUMMARY

The February 2024 and March 2024 Corporate Services Overview Report is presented to Council for information and consideration.

RECOMMENDATION

THAT Council receives and accepts the February 2024 and March 2024 Corporate Services Overview Report as presented.

OVERVIEW

The Customer Services Department responded to queries raised in person, over the phone, via email, and by letter. The majority of requests pertaining to matters such as Rates and Water queries (such as eNotices and Missing Notices) and payments, missed bin collections, damaged bins, Tip Token inquiries, Animal Management matters (missing or roaming animals), and Water and Sewerage issues (such as water leaks).

STATISTICS**February 2024 and March 2024 Communications Summary:**

	February 2024	March 2024
Calls received	1663	1473
Emails received	1857	1846
Letters received	148	50

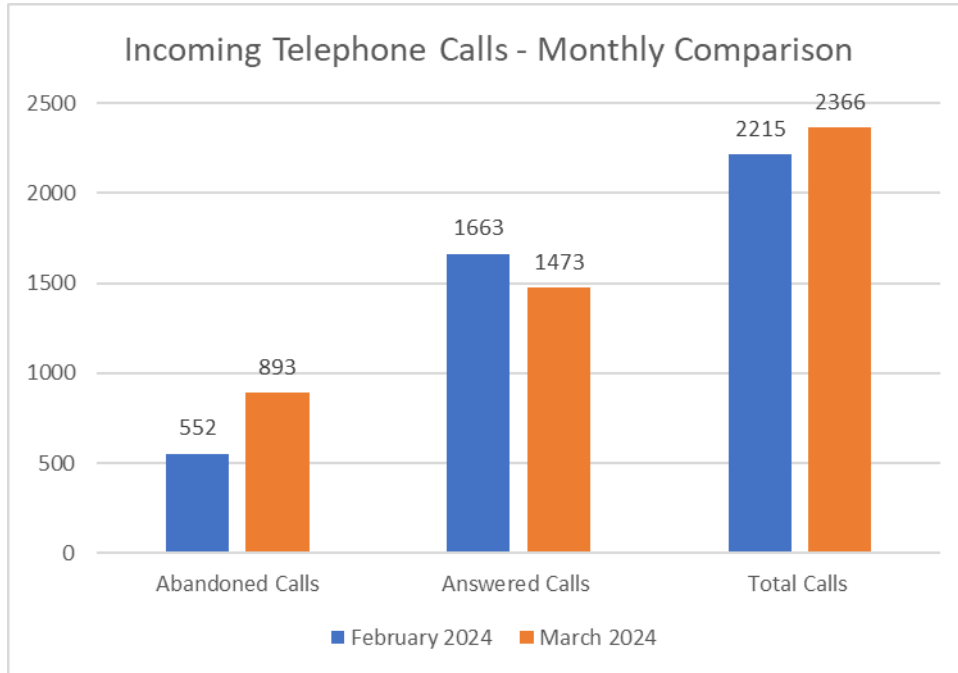
February 2024 and March 2024 Summary:

- February 2024 - 505
- March 2024 – 524

Top 4 Departments:

	February 2024	March 2024
Water & Sewerage	147	146
Local Laws	129	114
Revenue	108	139
Waste Management	62	38

Telephone Activity- Total Incoming Calls



Note: Abandoned calls refer to calls that have ended before any conversation occurs, e.g., public have either dialled the wrong number, called during a busier period, or have not wanted to be placed into the queue.

Telephone Call Response Time

In February 2024, 63.00% of 1663 answered calls were responded to within 60 seconds, in comparison to March 2024 where 44.10% of 1473 calls were responded to within 60 seconds.

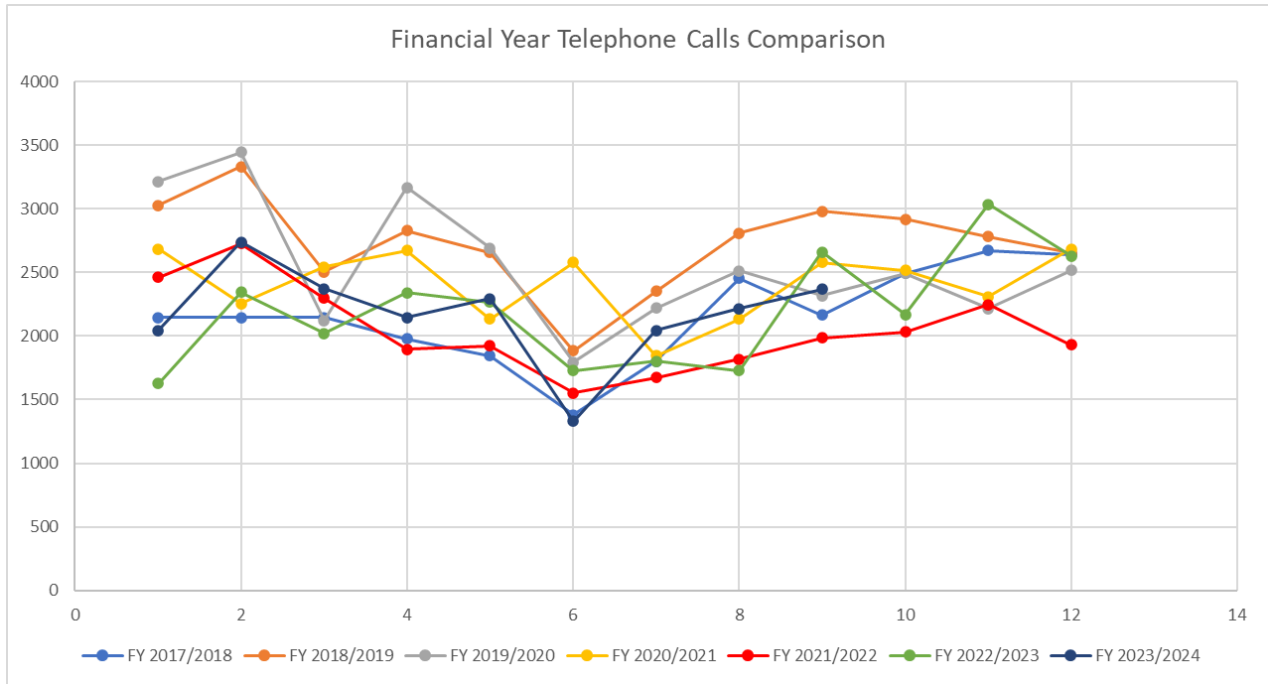
Across both months, the most frequent transfers of calls were to Local Laws Administration, Development and Land Use Administration, and Human Resources.

Calls not transferred were either resolved in the first instance with the Customer Services team, entered into Customer Request Management for further action, or sent to the relevant department to contact the customer back.

Telephone calls averaged 79 per day (21 business days during February 2024), and in March 2024 calls averaged 74 per day (20 business days).

***Calls not answered in the 60-second time frame, refer to either call placed into the queue during high call traffic where all available staff is already engaged in phone calls and/or customer service.*

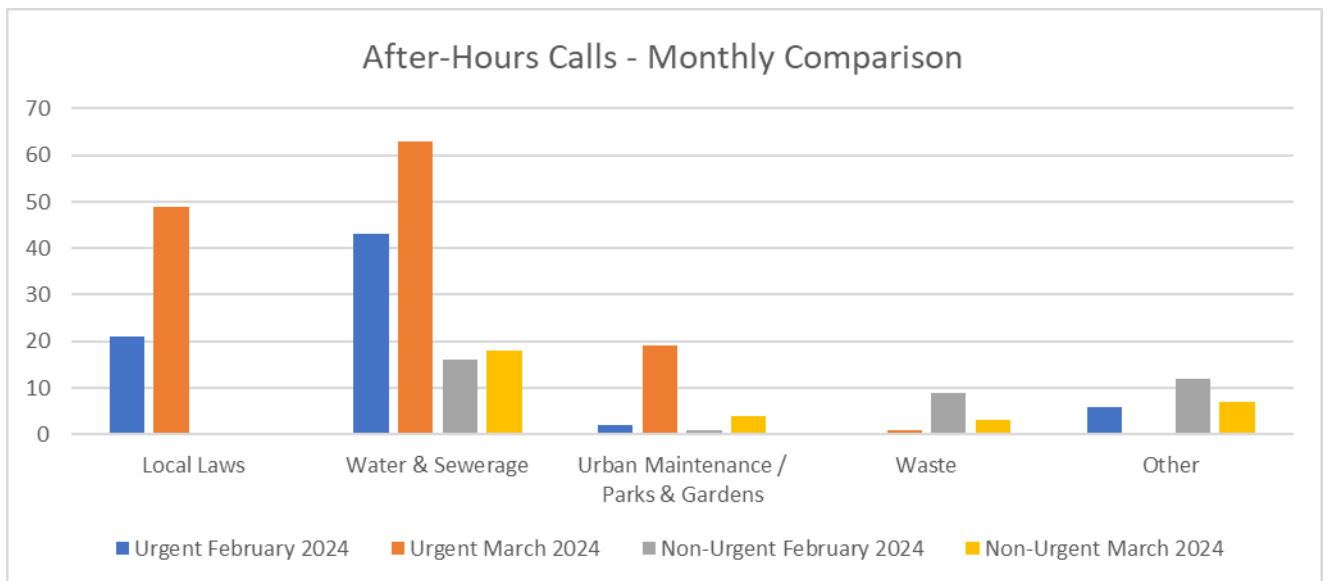
Monthly Telephone Calls – Financial Year Comparison 2017- 2024



Vodafone After-Hours Summary Report – By Department

The Vodafone After-Hours Service allows customers to contact the Council number ((07) 4747 3200) and speak to an operator, who records and escalates all calls made outside of business hours, including on weekends and public holidays.

A total of 110 calls were received by the after-hours service in February 2024, and a total of 164 calls in March 2024, across both months, the most common urgent requests were pertaining to water leaks, smart meter replacements, roaming dogs, animal attacks, and missed bin collections.



Incoming Written Communication

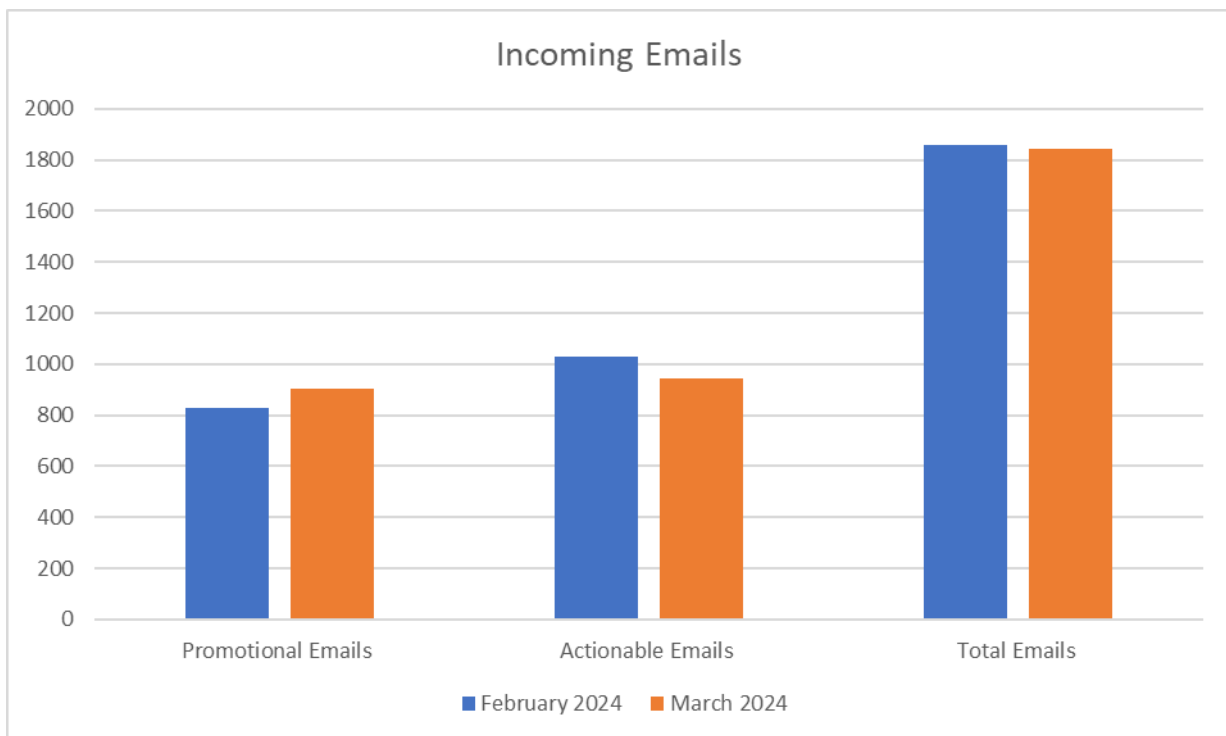
The city@mountisa.qld.gov.au email address receives emails from customers and organisations external to Council. Customer Services monitors this address, and emails requiring action are either responded to in the first instance, entered as a Customer Request Management, or forwarded to the relevant department.

Across both months, frequent emails included requests for the Revenue Department (change of postal address; payment commitment requests; queries regarding notices and accounts), invoices and remittance advice for the Finance Department, search request applications for Revenue and/or Development and Land Use and enquiries for other departments.

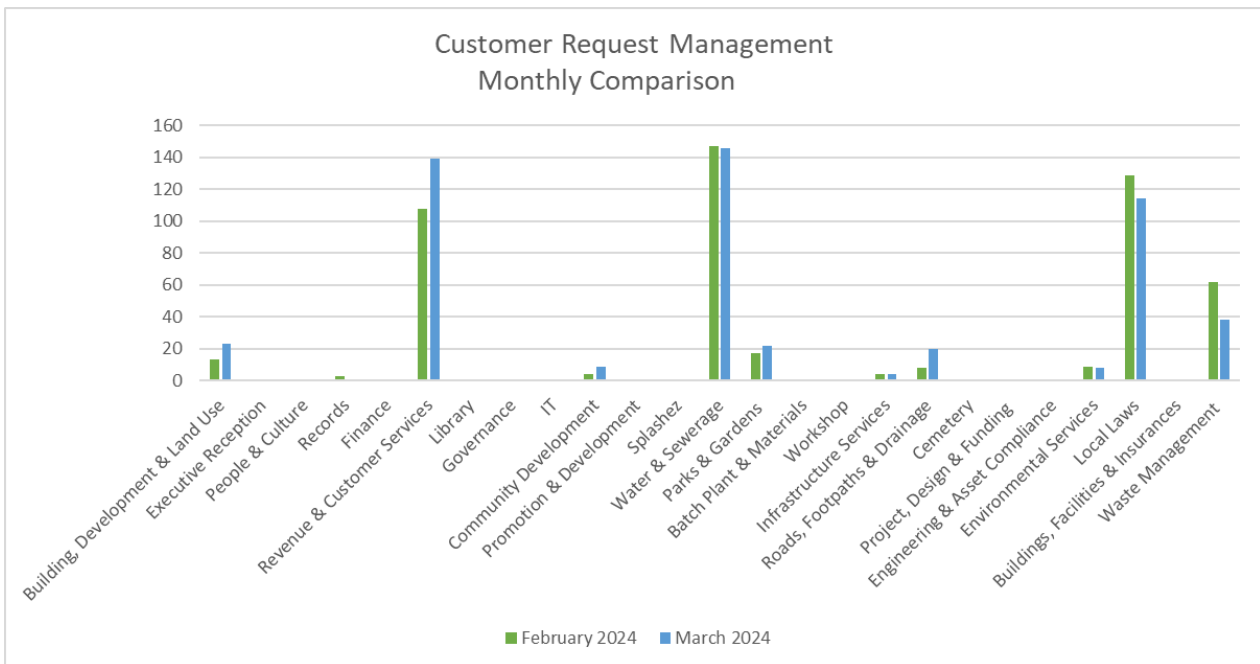
Emails in February 2024 averaged 89 per day (21 business days), and emails in March 2024 averaged 94 per day (20 business days).

In February 2024, 148 letters were received by Council, and 50 letters were received in March 2024. Letters were sorted and were either given to the relevant department or tasked through Customer Request Management. Recurrent items included financial statements, invoices, cheques, payment commitments, and items returned to the sender, particularly animal registration notices.

Letters averaged 7 per day (21 business days) in February 2024 and averaged 3 in March 2024 (20 business days).



Customer Request Management Summary Comparison February 2024 and March 2024.



**Note: Customer Request Management cases are created by all departments of the Mount Isa City Council and assigned to the relevant department for response.*

***Note: Council have now ceased iCasework and all Customer Requests are reported via Customer Request Management.*

ATTACHMENTS

Nil

13 COMMUNITY SERVICES REPORTS**13.1 ECONOMIC DEVELOPMENT OVERVIEW REPORT - FEBRUARY-MARCH 2024**

Document Number: 805582

Author: Manager Economic and Community Development

Authoriser: Director of Community Services

Directorate: Community Services

Portfolio: Economic Development

EXECUTIVE SUMMARY

The February – March 2024 Economic Development Overview Report is presented to Council for information and consideration.

RECOMMENDATION

THAT Council receives and accepts the February – March 2024 Economic Development Overview Report as presented.

ADVISORY COMMITTEES**Mine Workers Memorial Committee**

No meetings held in February 2024 or March 2024.

Final Detailed Design Drawings and costings have been completed for Frank Aston Hill and the CBD RV parking works have also been well advanced will form part of Major projects reporting.

Council has maintained regular communications with committee members and there are no future plans to host a meeting at this stage. Once Council has accepted the Detailed Design works, correspondence will be forwarded to members advising of the Council resolution.

The Mine Workers Memorial committee will then hold meetings on a need's basis.

Motor Sports Advisory Committee

No meetings held in February or March 2024.

Lake Moondarra Advisory Committee

No meeting was held in February or March 2024.

A further meeting will be scheduled to update the Lake Moondarra Advisory Committee once the Mount Isa Water Board provides further detail on their proposed 5 Year Strategy.

ECONOMIC DEVELOPMENT**Commerce North West**

Council officers have attended regular meetings in conjunction with the Commerce North West to hear about community business concerns and opportunities.

Planning and management of North West MPX is now underway for the event to be held at the Civic Centre on the 7-9, in May 2024.

Funding Submissions

Regional Economic Futures Fund

The Regional Economic Futures Fund, REFF, is a new \$200 million program to support communities in seizing industry development opportunities presented by global decarbonisation.

Two projects were submitted for consideration:

- Mount Isa Renewable Energy, Critical Minerals, Transport and Logistics Hub; and
- Mount Isa Glider Port Project

Status: Pending Outcome.

Growing the Regions Round 1, Stage 2

Councils application has progressed to the next stage, these applications include:

1. Outback at Isa Revitalisation Project and
2. Mount Isa Library Redevelopment Project.

As per the funding guidelines, if successful the MICC it would include \$10,315,767.00 and \$6,576,937.00 of co-contribution respectively.

Status: Pending Outcome.

Economic Development Strategy

Focus for the period has been on the response to the Glencore Copper Mining Closure, the five pillars of the strategy which have been commission are working towards their end of may deadline with a view of sharing early identified opportunities to be assessed and considered for consideration as a part of the MITF round two.

Strategy implementation

1.6 Continue to engage with Glencore to inform a strategic and targeted approach to the delivery of available community and economic development funding programs.

Glencore has been contacted on several occasions to provide details on all the businesses adversely affected by the pending MICO Mine in July 2025. To date Council has received no information to assist SME consultant's Urban Economics provide a report on alternate industry or project economic growth.

Stakeholder Engagement

2024	Event Name/ Meeting Attended	Key Speaker	Council Representative	Key items taken from the Event/Meeting
1 February	Mount Isa City Council Flying Fox Roost Site Visit.	MICC Regulatory Services Coordinator MICC Environmental Services Coordinator	Economic Development Officer Director of Community Services	The visit revealed the trees planted for the roost site were progressing well with some trees reaching 5 metres in height. Other items identified include: <ul style="list-style-type: none"> • Water, in the form of a dam to enable bats to scoop water. • Fruit trees to attract and hold bats. • Other opportunity included the potential of a site to develop a bird hide for bird watchers. • Native food garden/trees. Funding for more trees and further development is now detailed and ready for suitable funding targeting.
5 February	North West Phosphate - Mount Isa Futures Workshop	John Cotter, Managing Director, North West Phosphate	Economic Development Officer CEO Director of Community Services	Detailed update of the North West Phosphate Project including new industry opportunity.
6 February	SBF Program Roundtable meeting	Sharon Ible, Senior Engagement Officer, QSBC Commission. QSBF members from across the state.	Economic Development Officer	<ul style="list-style-type: none"> • Commissioner's update • Welcome to new members - Barcaldine Shire Council • Member activities • Learnings from the conference • Small Business Month activities Seek agreement to share meeting summary with the group
6 February	CNW Special Meeting	MICC CEO	Economic Development Officer.	Several Businesses updated by the MICC CEO on the Transitioning Mount Isa's Economy

2024	Event Name/ Meeting Attended	Key Speaker	Council Representative	Key items taken from the Event/Meeting
				initiative including the procurement of 6 consultants across 6 sectors as part of the response to mine closures and job losses. Small businesses have been contacted and interviewed as part of the stakeholder engagement.
7 February	Commerce North West Board Meeting	Emma Harman, President Commerce North West.	Economic Development Officer CEO	Council officers have attended regular meetings in conjunction with the Commerce North West to hear about community business concerns and opportunities.
8 February	Net Zero Workshop	Dr Amanda Cahill, CEO The Next Economy.	Economic Development Officer CEO Director of Community Services	The Next Economy with Climate-KIC will be attending Council to provide a workshop session on the Net Zero Transition Roadmap.
8 February	Mount Isa Community Consultations: Collaboration for Impact. (CFI)	Eula Rohan, Director Eula Rohan Consulting. Fiona Bobongie, Senior Project Officer Research, Deep Collaboration Fundamentals.	Economic Development Officer	Meeting was held with CFI's Eula Rohan and Fiona Mann Bobongie to discuss MICC's role and experience on the issues facing the community. Questions following key themes: <ul style="list-style-type: none"> • Community strengths • Needs, barriers & opportunities within the community • Current community attitudes regarding life in Mount Isa

2024	Event Name/ Meeting Attended	Key Speaker	Council Representative	Key items taken from the Event/Meeting
				<ul style="list-style-type: none"> Existing community collaborations (e.g., among service providers, businesses, community groups) that are working well and why? Indications of shared interest in working together for better outcomes in the community
18 February	Glencore Community Session	Sam Strohmayer, COO Zinc Maryann Wipaki, Manager Health, Safety, Environment, and Community. Adam Purkis, General Manager Smelting and Refining NQ. Simon Pope, General Manager Zinc Mathew Little, Business Manager.	Economic Development Officer Manager Economic and Community Development CEO Director of Community Services	Glencore representatives provided an operational update, the first session since 2022. Session notes available.
18 February	North West MPX	Emma Harman, President CNW, Jonathon Neilson, Manager	Economic Development Officer	After an improved 2023 event, North West MPX is looking to grow the participation of regional mines and energy project proponents. The aim is to grow the outdoor static displays of mining equipment, machinery, and vehicles, as well as the technology aspect.
23 February	MICC and Aeris Resources	Paul Harris, General Manager Aeris	Economic Development Officer. Director of Community Services	Paul Harris of Aeris Resources provided an update on QLD operations including the Mount Collin Mount Babara Development project.

2024	Event Name/ Meeting Attended	Key Speaker	Council Representative	Key items taken from the Event/Meeting
5 March	MIRFAC Transitioning Presentation	Jae Lancaster, Executive Director Mount Isa Futures Response- Department of Infrastructure and Regional Strategy.	Economic Development Officer	The Queensland Government is investing up to \$50 million to support workers affected by the pending closure of Glencore's Mount Isa copper mine and copper concentrator and the Lady Loretta zinc mine. The support package includes up to \$20 million for an economic structural adjustment through the Mount Isa Transition Fund (MITF). A resource acceleration project of up to \$30 million will be delivered by the Department of Resources.
6 March	Transitioning Mount Isa's Economy - Stakeholder Meeting with Glencore	Maryann Wipaki, General Manager Health, Safety, Environment & Community. Sam Strohmayr CEO Zinc assets.	Economic Development Officer CEO Director of Community Services	Glencore provided answers and comment from all consultants employed by the MICC to provide reports on the Transitioning Mount Isa's Economy initiative.
8 March	Meeting for Transitioning Mount Isa's Economy Consultants & Incitec Pivot (IPL)	Scott Bowman, President IPF Sean O'Reilly, Head of Asset Strategy IPL. Charlie Walker, Vice President Agronomy & Innovation IPL Micheal Bennett, Head of Government Relations and Industry IPL.	Economic Development Officer CEO Director of Community Services	IPL representatives provided an update on Mount Isa Acid Plant and the Phosphate Hill Mine & Fertiliser Plant. Challenges include gas prices, rail and road transport, constant uncertainty around the copper smelter closure.
12 March	NRCG Supply Chain and Workforce Sub- group meeting	Northern Renewables Coordination Group Supply Chain Discussion - Sub-group Members hosted by James Doyle, Regional Director of the Department of State Development, Infrastructure, local government and Planning.	Economic Development Officer	This month's update was from Powerlink and the Copperstring project. The aim of the NRCG Supply Chain and Workforce Sub-group is to ensure local buy in project optimisation throughout the Mount Isa to Townsville corridor for big projects across the different sectors including, Planning &

2024	Event Name/ Meeting Attended	Key Speaker	Council Representative	Key items taken from the Event/Meeting
				Project Facilitation, Supply Chains, Social Infrastructure, Workforce, and Social License.
14 March	Tourism Launch Mount Isa Tourism Association. (MITA)	Nadia Cowperthwaite, president of MITA.	Economic Development Officer Director of Community Services	Each year MITA launches the Mount Isa tourism season with an update from key tourism businesses and stakeholders.
15 March	Martinus Update	Lee Morrissey, National Business Development Manager.	Economic Development Officer CEO Director of Community Services	Martinus is an Australian and US rail infrastructure construction company, best known in Queensland for building the 300km rail line to Carmichael/Adani Mine. Martinus is interested in all rail construction projects including the Transport and Logistic Facility planned for Mount Isa.
19 March	Mount Isa Economic transformation and Diversification Workshop.	Sharon Henderson, Ross Franklin,	Economic Development Officer CEO Director of Community Services	The MICC invited all agricultural landholders and graziers in the Mount Isa region to discuss opportunity in diversifying Mount Isa's economy.
21 March	Opening APA Solar Power station	Petrea Bradford, Group Executive Operations APA. Tim Akroyd, General Manager MMG. Sam Strohmayr, CEO Glencore Zinc Assets. Debbie McNamara, general manager, Economic Development Queensland Government.	Economic Development Officer	APA provided a tour of the new 88 Meg Dugald River Solar Power station Mount Isa.
28 March	Infrastructure Australia meeting	Jacinta McDonald,	Economic Development Officer	Jacinta and Casey updated Resource Sector Consultant Craig Wilson, CEO of Delta Pearl

2024	Event Name/ Meeting Attended	Key Speaker	Council Representative	Key items taken from the Event/Meeting
		Assistant Secretary, Infrastructure Australia. Casey Greentree, Assistant Secretary, Office of Northern Australia.		on assistance and funding opportunity from the federal Government for industry closure events.

Nil

13.2 COMMUNITY DEVELOPMENT OVERVIEW REPORT - FEBRUARY - MARCH 2024

Document Number: 805581
Author: Manager Economic and Community Development
Authoriser: Director of Community Services
Directorate: Community Services
Portfolio: Tourism, Events, Sports and Recreation & Youth

EXECUTIVE SUMMARY

The February – March 2024 Community Development Overview Report is presented to Council for information and consideration.

RECOMMENDATION

THAT Council receives and accepts the February-March 2024 Community Development Overview Report as presented.

CIVIC CENTRE AND BUCHANAN PARK

During February and March, the Civic Centre and Buchanan Park hosted a variety of events that catered to a diverse audience. In addition, during this period, the Civic Centre served as the venue for the local government election preparations and pre-voting period.

For the first time, on 2 February 2024, the "Welcome to Mount Isa" event was held at the Civic Centre. The event aimed to welcome all new and current essential staff. The evening was filled with great food and entertainment, including grazing tables, local performers, and goldfish races, making it an enjoyable experience for everyone.

The Great Northern Rodeo series took place for the first time at Kalkadoon Stadium on 16 March 2024, and it was a massive success, drawing in over 1500 people. The event featured live entertainment, affordable ticket prices, and reasonably priced drinks. The community and family-oriented environment made it a popular choice for the attendees.

Other key events that took place during this period include:

- 3 February 2024 – Buchanan Park - Sign on Expo
- 5 February 2024 – Civic Centre - Spinifex School Leaders Ceremony
- 22- 23 February 2024 – Civic Centre - Glencore Leadership Program
- 3-6 March 2024 - Buchanan Park facilities - Heart of Australia medical truck provided lung screenings for ex-mine employees.
- 7 March 2024 – Civic Centre - Pre-qualifying Supplier Engagement - Community Information Session.
- 8 March 2024 – Entertainment Centre - WIMARQ International Women's Day Breakfast
- 8 March 2024 – Civic Centre - Live Broadcast of State Funeral for Lowitja O'Donoghue
- 14 March 2024 - Entertainment Centre - Sale Of Land Auction
- 19 March 2024 – Civic Centre – Scyne Advisory Agriculture Consultation Workshop
- 23 March 2024 – Buchanan Park - NBHA District 11 Barrel Races
- 23 March 2024 – Civic Centre - "Teardrops on my.." Comedy Show
- 25 March 2024 - Entertainment Centre - UQ "Lets Yarn About Sleep" Symposium.

- 26 March 2024 – Civic Centre - Regional Youth Parliament - Students from primary schools in Mount Isa took part in Youth Parliament. The session was led by Member for Traeger Robbie Katter MP.

Business planning is currently underway for the upcoming financial year for the delivery of events at the Civic Centre and Buchanan Park complex. The primary focus is to increase the usage of these venues and introduce additional events that will benefit the community. We have already seen the success of new events such as "Welcome to Mount Isa" and "Great Northern Rodeo," which received great community feedback.

Repairs and Maintenance

Civic Centre Lift:

The Civic Centre prioritizes the replacement of the lift as it significantly impacts future bookings and daily operations. The Council has approved the budget for the lift replacement, and procurement processes are currently underway.

Kitchen & Bar Upgrades:

The design for upgrading the kitchen has been finalised and will be reviewed and considered for future budgets.

Civic Centre Flooring:

The Civic Centre's auditorium flooring has been approved for replacement by the Council. As such, budgetary allocation for the project has been granted, and the procurement process is underway. The implementation of this project will ensure the replacement of worn-out flooring with new, durable, and safe surfaces that meet the standards required for public use.

EVENTS

Currently planning or assisting with:

- ANZAC Day – 25 April 2024
- Go Green Isa – 1 June 2024
- Isa Street Festival – 7 August 2024

TOURISM STRATEGY

Tourism & Marketing Activities:

The 30 second '2024 City of Opportunity' television ad went to air in February with a mix of prime-time spots on Imparja and Southern Cross Austereo including Sky, 10 Townsville and Mackay, Rockhampton during Beef Week. The broadcast will move to Seven Central for the period June – August 2024 to capture the tourist market travelling central and outback Queensland.

The "Getaway" TV show featuring Mount Isa was filmed in 2023 and aired on 24 February at 5:30pm on Nine and Nine Now. It was also featured on the show's social media channel (49,000 followers on Facebook) and host David Whitehill (8,200 followers on Facebook) on 22 February.

The Mount Isa section of the Outback Queensland Tourism Association, Outback Travellers Guide 2024 has been finalised and launched on 20 February 2024 in Brisbane.

Council continues to provide support, where needed, to Outback at Isa for the delivery of the Mount Isa Destination Planner 2024.

Council officers provided assistance to a marketing team for a photo shoot for Ochre Sun (sunscreen). Images from the photo shoot have already been featured by Business Queensland (28K followers), 8 March on IWD 2024 and will soon feature in the Qantas Magazine, showcasing Mount Isa's beautiful landscape.

Council officers provided planning assistance and attended the Mount Isa Tourism Association season launch on 14 March 2024 at Outback at Isa.

Key Communications Activities:

- Advertising in Matilda Country Magazine including two full pages of editorial.
- Started promotion activity for Council's Free Plant Day including social media and print collateral.
- Regional Liveability Video Series for State Department and Regional Development Australia jobs portal project. Secured talent for Liveability filming on 26 February 2024.
- Outback Queensland Tourism Association – Updated walking trails featuring three trails in Mount Isa.
- Attended Outback Queensland Tourism Association – Tourism and Events conversations with industry and launch Tuesday 20th February.
- Comms planning for the roll out of recycling and yellow bins.
- Radio promotions for Eskimo Joe

COMMUNITY DEVELOPMENT

Move It NQ

Current funding will take the program through to June 2024. Aqua Aerobics has had less attendance in the past couple of months due to school bookings and the onset of the cooler weather.

Activity	Attendance February	# of Sessions	Attendance March	# of Sessions
Aqua Aerobics	192	8	85	5
Dance Fit	72	5	29	3
Fitness Boxing	98	4	57	4
Pilates	93	4	100	4
Yoga	81	4	75	4

Community Grants and Sponsorship

Round 2 of Community Grants and Sponsorship closed on the 1st of March with 15 applications received. The applications have been presented in a separate report for Council consideration.

Approved upcoming sponsorship

Recipient	Event Details	Event date
Zonta Club of Mount Isa	International Women's Day Event Civic Centre	20 April 2024
Isa Rodeo Ltd	Road to Rodeo Buchanan Park	11 May 2024
International Legends of League	International Legends of League Event Alec Inch Oval	3 May 2024

Regional Arts Development Fund

Round 2 of RADF opened on Monday 12 February and closed on 14 March 2024 for projects commencing after 28 March 2024. Once a new Committee chairperson is appointed, the applications can be assessed.

Funding for the next 4 years of RADF is currently open for applications from Council. There will be a public survey to get community input for the program moving forward.

NQ Sportstar Awards

Planning for the Sportstar Awards continues with the date confirmed as 26 October 2024 at the Mount Isa Civic Centre. This year's theme will be 'Outback Stars'.

ATTACHMENTS

Nil

13.3 COMMUNITY GRANTS ROUND 2 2023-2024**Document Number:** 807336**Author:** Community Development Officer**Authoriser:** Director of Community Services**Directorate:** Community Services**Portfolio:** Tourism, Events, Sports and Recreation & Youth**EXECUTIVE SUMMARY**

Round 2 of the Community Grants and sponsorship closed on 1 March 2024, with Council receiving 14 applications for assessment.

RECOMMENDATION

THAT Council Award Round 2 Community Grants and Sponsorship 2023/24 funding to the following organisations.

Community Grants	Project /Event	Amount
Mount Isa Pistol Club Inc	Purchase LabRadar	\$ 1,360.00
QCWA North Western Division on behalf of QCWA Mount Isa Copper City Branch	Installation of Security Screens on QCWA Hall	\$ 3,323.00
Arts on Alma Inc.	Replace Security System	\$ 1,411.00
Mount Isa Amateur Netball Assoc.	Purchase Defibrillator	\$ 2,605.00 **
Parkside United Junior Football Club	Upgrade Soccer Goals	\$ 5,000.00
PCYC Mount Isa	Braking the Cycle Program	\$ 5,000.00 **
	TOTAL	\$ 18,699.00
Sponsorship	Project /Event	Amount
Good Shepherd Catholic Parish	2024 Multicultural Festival	\$ 6,470.95 **
Mount Isa Apex Club	2024 Apex Rock Pop Mime Show	\$ 8,000.00
Mount Isa Campdraft Assoc. Inc.	2024 Mount Isa Campdraft	\$ 11,710.00 **
Mount Isa Motorsports & Recreation Inc.	2024 Mount Isa Motor Show	\$ 3,300.00
Royal Flying Doctor Service (Qld Section)	2024 RFDS Mount Isa Hanger Ball	\$ 10,000.00 **
The Drovers Camp Assoc. Inc.	2024 Drovers Festival	\$ 10,000.00 **
Commerce North West	2024 North West MPX	\$ 15,000.00 **
	TOTAL	\$ 64,480.95

**** Amounts listed are plus GST.**

OVERVIEW

The Community Grants and Sponsorship is a biannual program under two streams, Community Grants and Event Sponsorship. Applications go through a comprehensive process to ensure compliance with the guidelines and eligibility and are now presented to Council for approval.

BACKGROUND

All applications are assessed against Council’s Community Grants and Sponsorship Guidelines which are derived from the Community Grants Policy. 14 applications were received, 7 for the community grants and 7 for event sponsorship. One application for the community grants was ineligible as the correct documents were not supplied.

Successful applications may have special conditions added to their funding agreements to ensure Council receives suitable recognition or to ensure they meet any Council requirement identified in the internal departmental consultation, for the project or events outlined in their application.

This year, Apex Mount Isa has requested higher support compared to previous years due to rising costs.

RFDS requested \$20,000.00, however Council supported last year’s event with \$10,000.00 and the extra benefit to council for the increased value is very negligible. Additionally, councils’ budget for sponsorship will already be exceeded from the requests and to provide the higher amount would push the budget out further. The gold and platinum sponsorship benefits are listed in the summary sheet for comparison.

BUDGET AND RESOURCE IMPLICATIONS

The community grants stream has a budget of \$25,000.00 per round and has sufficient funds available to cover the recommendation.

The annual sponsorship budget only has \$30,078.00 remaining, and therefore a budget adjustment of \$34,402.95 would be required to support the recommendation, or additionally consideration be given to reduce sponsorship totals to meet original budget allocations.

Further supporting documentation is available upon request.

LINK TO CORPORATE PLAN

Theme:	1.	People & Communities
Strategy:	1.3	Assist community groups to increase their sustainability and build social capacity

CONSULTATION (INTERNAL AND EXTERNAL)

Internal consultation was undertaken with Town Planning, Land Use, Environmental Services, Technical Services, Local Laws, Revenue, Manger of Economic and Community Development and Manager of Finance.

LEGAL CONSIDERATIONS

Not Applicable

POLICY IMPLICATIONS

Community Grants Policy

RISK IMPLICATIONS

There is a minimal risk that some of the events may not proceed which would result in Council having to recover the funds distributed.

HUMAN RIGHTS CONSIDERATIONS

Consideration has been given to all the protected human rights in accordance with the Human Rights Policy and it is believed to not unreasonably infringe on these rights.

RECOMMENDATION OPTIONS

THAT Council Award Round 2 Community Grants and Sponsorship 2023/24 funding to the following organisations.



Community Grants	Project /Event	Amount
Mount Isa Pistol Club Inc	Purchase LabRadar	\$ 1,360.00
QCWA North Western Division on behalf of QCWA Mount Isa Copper City Branch	Installation of Security Screens on QCWA Hall	\$ 3,323.00
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Mount Isa Motorsports & Recreation Inc.	2024 Mount Isa Motor Show	\$ 3,300.00
Royal Flying Doctor Service (Qld Section)	2024 RFDS Mount Isa Hanger Ball	\$ 10,000.00 **
The Drivers Camp Assoc. Inc.	2024 Drivers Festival	\$ 10,000.00 **
Commerce North West	2024 North West MPX	\$ 15,000.00 **
	TOTAL	\$ 64,480.95

**** Amounts listed are plus GST.**

OR

THAT Council does not award Round 2 of the Community Grants and Sponsorship 2023/24 to any organisation.

ATTACHMENTS

1. **Community Grants Policy** [↓](#) 
2. **Community Grants Guidelines** [↓](#) 
3. **Community Grants Summary Sheet - (Confidential)**
4. **Sponsorship Summary Sheet 1 - (Confidential)**
5. **Sponsorship Summary Sheet 2 - (Confidential)**



STATUTORY POLICY
MOUNT ISA CITY COUNCIL
 Community Grants Policy

RESOLUTION NO. **OM23/07/22** VERSION **V4**

APPLIES TO STATUTORY POLICIES ONLY

This an official copy of the **Community Grants Policy**, made in accordance with the provisions of *Local Government Act 2009, Local Government Regulation 2012, Public Records Act, Mount Isa City Council's Local Laws, Subordinate Local Laws*, and current Council Policies.

Statutory Policies comply with a legislative requirement; the **Community Grants Policy** is approved by the Mount Isa City Council for the operations and procedures of Council.

David Keenan
Chief Executive Officer

DOCUMENT VERSION CONTROL			
Governance/Policies/Statutory Doc ID# 26630			POLICY TYPE
			Statutory (Council)
VERSION	DATE	RESOLUTION NO.	DETAILS
V1	30.07.2014	OM50/07/14	Responsible Officer - Sports and Recreation Officer
V2	26.06.2019	OM35/06/19	Responsible Officer - Community Development Officer
V3	27.05.2020	OM25/05/20	Responsible Officer - Community Development Officer
V4	20.07.2022	OM23/07/22	Responsible Officer - Community Development Officer
			REVIEW DUE 06.2023

DISTRIBUTION AND DISSEMINATION			
Internal email to all employees	X	Section meetings / Toolbox talks	
Internal email to all councillors	X	Included in employee inductions	
Employee noticeboards		Uploaded to Council website	X
Internal training to be provided		External training to be provided	
Registered in magiQ	X		

1. PURPOSE

MOUNT ISA CITY COUNCIL STATUTORY POLICY



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- 1.1 Under the *Local Government Regulation 2012* Part 5 Section 195, "A local government must prepare and adopt a policy about local government grants to community organisations (a *community grants policy*), which includes the criteria for a community organisation to be eligible for a grant from the local government".

The purpose of this policy is to:

- a) Detail how Mount Isa City Council ("Council") will provide community assistance payments to Not for Profit (NFP) organisations in times of exceptional circumstance from a declared disaster or health pandemic; and
- b) Detail how Council will provide local NFP community and sporting groups/organisations seeking sponsorship, donations, or in-kind Council assistance; and
- c) Outline the circumstances under which Council will provide small value in-kind support to local NFP community and sporting organisations; and
- d) To authorise Council to reimburse eligible costs for waste disposal fees incurred at the Mount Isa City Council Waste Management Facility by local NFP community and sporting organisations and educational facilities.

- 1.2 Council has the following funding programmes available to community groups, clubs, organisations and educational facilities:

- a) Community Grants Program;
- b) Event Sponsorship Program;
- c) Small and In-kind Donations Program;
- d) Waste Disposal Fee Donations Program; and
- e) From time to time, as determined by a declared disaster or health pandemic, provide community assistance payments as resolved by Council.

2. COMMENCEMENT

This policy will commence on and from 20 July 2022. It replaces all other policies or arrangements governing sponsorship, donations, in-kind support, funding and grants, excluding the Environmental Grants Policy (whether written or not).

COMMUNITY GRANTS PROGRAM and EVENT SPONSORSHIP PROGRAM

3. APPLICATION

3.1 For the Community Grants and Event Sponsorship funding program, this policy applies to applicants based within the Mount Isa local government area, or associated with a membership base within the Mount Isa local government area, and/or be delivering a service/event/project that will be in the public interest of the community of the Mount Isa local government area.

3.2 The applicant must be an incorporated not-for-profit organisation. If an organisation is not incorporated but feels it has a service/event/project that satisfies all other eligibility criteria for one of the streams of this funding program, then a sponsor may be used. The sponsor organisation must be incorporated and satisfy all the same eligibility criteria. The sponsor organisation then becomes legally liable for the service/event/project.

4. INFORMATION ABOUT ALL COUNCIL SUPPORT

4.1 The level of assistance and sponsorship available is limited by Council's annual budget and its priorities as detailed in Council's Operational Plan. No applicant can be guaranteed to either receive funding or to receive the full amount requested.



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4.2 The advertisement for each funding round shall contain the funding pool amount for the Community Grants Program only. There is to be no advertisement of the funding pool for the Event Sponsorship Program. Funding amounts will be determined by Council with regard to the budget and Council's financial position at the time.

4.3 There are two (2) funding rounds each year for the Community Grants and Event Sponsorship Program and all applications must be received by the due date. Late submissions or applications may not be considered and are subject to Council's discretion. A schedule of funding rounds is contained within this policy.

Applications for the Community Grants received outside open funding rounds, will be asked to re-apply within an appropriate funding round. Event Sponsorship applications received outside open funding rounds may be directed to re-apply in the next round. If the timing of the next round will result in retrospective funding, a request in writing must be made for the Chief Executive Officers consideration of an out of rounds application. A sponsorship application form and all supporting documents must accompany the request.

The decision of Council on applications is final. Financial support may require compliance with specific conditions before payment. Should these conditions not be met by the specified date, Council reserves the right to revoke the offer of support.

4.4 Where relevant and agreed upon, Council expects agreed acknowledgement of support (for example: inclusion and display of the Council logo, invitation of Council staff and/or elected members to events, openings or ceremonies, and acknowledgement of Council support in media and promotional efforts).

4.5 Applicants may only submit one application per funding round.

4.6 Any organisation wishing to apply for a waiver of Council fees, charges, rates or bills (e.g. Excess Water Bills, Development Fees etc) must not apply under this program but submit a separate request in writing to Council.

4.7 GST: where applicable, all applications are to be GST inclusive.

4.8 Council's Chief Executive Officer ("CEO"), or their delegate, may approve departure from the procedure by Council where:

- a) It is within the limits of their financial delegation; and
- b) The departure would be in the public interest; and
- c) Where the departure is reasonable and necessary having regard to the community wellbeing that is to be promoted.

5. ELIGIBLE CRITERIA

5.1 Applications may seek to address some of the following priorities:

- a) Promotion of economic development in the area;
- b) Enhanced economic / cultural / social opportunities for residents;
- c) Enhanced health and safety for residents;
- d) Research and development projects relevant to the region;
- e) Small scale capital improvement to create a community asset;
- f) Meet a demonstrated need within the community;
- g) Promote a healthy and active lifestyle;
- h) Community education opportunities;
- i) Innovation and technology.



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- 5.2 Applicants shall have no overdue debt (including leases, infringements, rates and water bills) to Council at the time the application is processed by Council.
- 5.3 The applicant shall show that they have the financial capacity to carry out the project or event. If financial statements do not reflect this, then the organisation must show a proactive approach to fundraising and other funding sources.

6. INELIGIBLE CRITERIA

- 6.1 The following will NOT be considered for funding:
 - a) General operating costs (e.g. electricity, phone, rent, meals, salaries/wages, accommodation and hire charges. A position created for the length of a project is considered eligible);
 - b) Private and commercial ventures;
 - c) Political or for-profit groups;
 - d) Projects under litigation;
 - e) Retrospective funding;
 - f) Purchase of land;
 - g) Support of an individual pursuit;
 - h) Travel and accommodation, and uniforms for individual or team representatives;
 - i) Projects that do not involve the Council regional community.

7. LETTERS OF SUPPORT

- 7.1 Applicants are encouraged to attach relevant letters of support to show community, business and financial support for their event or project.
- 7.2 Council may not supply letters of support from the CEO, Mayor or Councillors for any application to the Mount Isa City Council Community Grants Program or the Event Sponsorship Program.

8. APPROXIMATE FUNDING TIMELINES (subject to change at Council's discretion)

	Round One	Round Two
Applications Open	First Council business day in August each year	First Council business day in February each year
Applications Close	Last Council business day in August each year	First Council business day in March each year
Submitted to Ordinary Meeting	Third Wednesday in October	Third Wednesday in April
Official Advice of Funding	Fourth week of October	Fourth week of April
Final Acquittal must be received by Mount Isa City Council	Within six weeks of the event or project occurring	Within six weeks of the event or project occurring



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9. NOTIFICATION

- 9.1 All applicants will receive a generic email to state their application has been received by Council, including a reference number.
- 9.2 Successful applicants will receive an approval letter and, if applicable, a funding agreement and the Acquittal Form. The funding agreement will include the terms and conditions of the funding and any special conditions that may have been attached to the funding.
- 9.3 Successful applicants will need to complete and sign the funding agreement and supply a tax invoice before any funding will be released.
- 9.4 Unsuccessful applicants will receive a letter advising that their application has been unsuccessful.

10. COMMUNITY GRANTS PROGRAM ADDITIONAL INFORMATION

Funding requests are to be financial only. If an applicant wishes to utilise Council services, they must first contact Council for a quote and include the dollar amount in their application.

11. EVENT SPONSORSHIP PROGRAM ADDITIONAL INFORMATION

In addition to the above eligibility criteria, to be eligible for the Event Sponsorship Program, the event must:

- a) Be recurring regularly within the Mount Isa local government area i.e. be an annual or bi-annual event (if the event is a new event, it should aim to be annual or bi-annual); or
- b) Be a significant one-off event of benefit to the community within the Mount Isa local government area; and
- c) Should have a total event budget of \$20,000 or more.

Sponsorship requests are to be financial only, if an applicant wishes to apply for Council services, they must contact Council for a quote and include the dollar amount in their application.

12. CHANGE OF SCOPE

If an organisation is successful with a community grant or sponsorship application, but the project or event must be altered from that as outlined in the original application, a request must be made in writing to Council's Director of Corporate and Community Services and be approved by Council resolution before the event / project commences.

13. ACQUITTAL

In providing financial assistance, Council requires all applicants to provide Council with an acquittal, lodged on the relevant Council acquittal form within 6 weeks of the end of the event/project, showing that the financial assistance has:

- a) Been used for the approved purposes including proof of expenditure e.g. invoices, receipts, photos etc.; and
- b) Produced a community benefit; and
- c) Evidence of the appropriate acknowledgement to Council

14. RESPONSIBILITIES

- 14.1 Applicants are required to submit all the requested documents with the application as outlined in the application form check list. Failure to provide these documents by the due date may make the application ineligible.
- 14.2 Council is required to comply, to the best of its ability, with the dates as per the schedule of funding rounds contained within this document.



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14.3 The decision to award funding is made by Council resolution only.

15. FAILURE TO COMPLY

If an organisation that has received funding fails to comply with any requirement of this policy, Council has the right to refuse future applications for grants or sponsorship and/or request the return of funds

16. IN-KIND (Non-Cash) SPONSORSHIP

16.1 It is recognised that Council plays a significant role in the Mount Isa and Camooweal communities and has a role to play in developing and supporting the social fabric that makes the community a desirable place to live. Council also recognises that we are the sole or primary supplier of a number of services that community, educational, and sporting groups require in order to be able to function effectively.

16.2 In-kind support is available to not-for-profit community and sporting groups in the form of free goods or services that Council provides, such as waste services, bin hire, road signage etc. Small value items, not exceeding \$1500.00, that are commonly procured by Council may also be considered at the discretion of the CEO.

16.3 Applications will be reviewed and assessed on the following criteria:

1. Applicants are incorporated Not for Profit community or sporting groups, or educational facilities; or
2. Other unincorporated applicants who can demonstrate that all proceeds from the activity are for a not-for-profit cause or charity; and
3. That the support is for a purpose that is deemed to be in the public interest; and
4. That applications are received on the approved "In-Kind Donation Form" and with sufficient time before the service is required and appropriate detail to allow assessment of the request and preparation of the service; and
5. That the total value of support requested is not greater than \$1,500.00; and
6. That the requesting organisation meets the definition of an eligible Community Organisation; and
7. That proof the support was used for the stated purpose is provided on request; and
8. That there are still funds remaining in the In-kind budget.

16.4 The decision to award support is at the discretion of Council's CEO or their delegate.

16.5 The support provided cannot be cash.

16.6 In-kind support for goods or services from Mount Isa City Council Owned Enterprise (MICCOE) may be considered under this policy.

17. WASTE DISPOSAL GRANT

17.1 In March 2018, the Queensland Government announced the introduction of a waste disposal levy to underpin a new Waste Management and Resource Recovery Strategy. Commencing on the 1st July 2019, the levy will be implemented within the Mount Isa local government area.

17.2 The Waste Levy will apply to all types of waste, with some exemptions, and will consist of an increase in waste disposal costs. This will directly affect both non-residential rate payers, businesses and NFP Organisations.

17.3 Council recognises that this charge can impose a significant impost on many of the small community and sporting groups within the Mount Isa local government area, which may impact on the organisations viability to provide their community service.



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17.4 As such, within each financial year, Council may provide reimbursement to an eligible organisation to cover up to 100% of the costs incurred for waste disposal at the Mount Isa City Council Waste Management Facility. All reimbursements are subject to budget availability at the time the application is processed.

17.5 Camooweal waste disposal is only available by negotiation prior.

17.6 ASSESSMENT CRITERIA

17.6.1 Eligible Criteria

- a) Applicants are a NFP sporting club or a NFP community organisation or a NFP early or primary educational facility; and
- b) That applications are received on the approved "Waste Disposal Grant Application Form"; and
- c) The organisation is either head-quartered or primarily based in the Mount Isa local government area; and
- d) The organisation is actively providing services to the Mount Isa and/or Camooweal community that are in the public interest; and
- e) The organisation is able to provide Council with a copy of a bank statement, in the name of the applicant organisation, dated within the last 3 months.
- f) Applicants have a valid receipt from the Mount Isa City Council Waste Management Facility, dated within the last 6 months of the application date.

17.6.2 Ineligible Criteria

- a) Applications from For Profit organisations - unless it can be evidenced that the waste disposal is from an activity in the interest of the community, which Council has approved prior to occurring. (e.g., riverbed clean ups)
- b) Receipts not issued by Mount Isa City Council Waste Management Facility
- c) Receipts that are more than 6 months old
- d) Reimbursements to individuals
- e) Bank details not in the same name as the applicant organisation.

17.7 Applications must be received on the official "Waste Disposal Grant Application Form" and be submitted with all the appropriate support documents as listed on the application form. Applications will be processed at the end of each month, with reimbursements processed for payment within 2 weeks of the end of each month

17.8 Reimbursement is applicable to waste disposal fees incurred at the Mount Isa City Council Waste Management Facility only, and amounts will include GST.

17.9 Camooweal waste disposal is by negotiation only and must be approved prior.

17.10 Any organisation provided financial assistance must afford, and evidence, appropriate recognition to Council for the assistance.

17.11 The decision to approve the support is at the discretion of Council's CEO or their delegate.

18. COMMUNITY ASSISTANCE PAYMENTS

18.1 Council recognises that not-for-profit, community and sporting organisations within the Mount Isa local government area make an important contribution to enhancing the region's lifestyle and liveability, and assist in creating strong and inclusive communities.



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In response to an exceptional circumstance from a declared disaster or health pandemic, Council can provide quick response community assistance payments to individual or defined classes of eligible, rateable not-for-profit community and sporting organisations, via a Council resolution.

18.2 Council's resolution may provide for these not-for-profit community and sporting organisations, known to Council, and which meet Council's defined eligibility criteria being paid community assistance payment without being required to submit an application.

18.3 Eligible Criteria

- a) Not-for-profit community and sporting organisations must meet the criteria of Not-for-Profit as determined by Council's rateable reported primary and secondary land use, and in some instances, visual inspection.; and
- b) Be based in the Mount Isa local government area; and
- c) Be an active organisation, providing evidenced current programs to the community; and
- d) Be a current rate paying organisation.

18.4 Ineligible criteria

- a) For-profit organisations
- b) State and federal government departments and agencies
- c) Political parties
- d) Trade Unions
- e) Individuals
- f) Properties with the following differential rating categories:
 - 2 - Residential – Owner Occupied <4,000m2
 - 6 – Multi Residential: 2-4 Dwelling or Units
 - 8 – Multi Residential: 10-24 Dwellings or Units
 - 12 – Retail, Commercial Business <1,000m2
 - 13 – Retail, Commercial Business <2,000m2
 - 34 – Hotel/Licensed Clubs < 20 Accommodation Units
 - 36 – Intensive Accommodation 5-24 Rooms, Units or Sites
 - 39 – Intensive Accommodation 100-199 Rooms, Units or Sites
 - 53 – Transport, Storage Warehouse <4,000m2

18.5 Organisations that are deemed to be ineligible by Council, but believe they meet the eligible criteria may make a separate application in writing to Council's CEO for consideration. If approved by the CEO, the applications will also require a separate Council resolution.

18.6 Organisations that are deemed eligible by Council, but do not wish to receive the assistance, may submit a request in writing to Council's CEO to be excluded from the automatic distribution process.

18.7 All decisions for approval of a Community Assistance Payment are subject to budget availability and at the absolute discretion of the Council, determined by Council resolution only.

19. OTHER EXTERNAL FUNDING PROGRAMS

19.1 Organisations requesting a letter of support from the Council for other funding programs, should email city@mountisa.qld.gov.au with a document containing a "draft version" of the text required in the letter of support. This ensures that any letter from Council will address all pertinent issues.



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- 19.2 This “draft version” will be considered by the appropriate elected member of Council, alteration to the text may be made if required. If approved, the applicant will be advised, and an official copy will be forwarded on Council letterhead.
- 19.3 Where Council agrees to provide a letter of support, the letter shall be provided no later than five (5) days after the request is received by Council.
- 19.4 Letters of support in-principle are only for the purposes of funding/application processes only and do not constitute automatic Council approval for the project as a whole. Any applicant requesting a letter of in-principle support must contact Council to ensure notification of and compliance with any necessary approval requirements or costs that their project/event may incur.

20. VARIATIONS

Council reserves the right to vary, replace, or terminate this policy from time to time.

21. COMMUNICATION AND DISTRIBUTION

21.1 Council will make available to the public, the Community Grants Policy on our website at www.mountisa.qld.gov.au.

21.2 Supervisors will ensure the policy is distributed as per the Distribution and Dissemination table on this policy.

22. DEFINITIONS

- a) **Acquittal** – the accurate reporting on the funded activities and the expenditure of funding.
- b) **Applicant** – the person or organisation who makes a formal application for financial assistance from Mount Isa City Council.
- c) **Application** – a formal request to be considered by Mount Isa City Council.
- d) **Community Wellbeing** – is a concept concerned with the common good of all people and includes dimensions such as economic vitality, celebration of place, access to services and facilities, community harmony, a healthy community, participation in community life, a safer community and cultural development.
- e) **Community Organisation** -
- a) an entity that carries on activities for a public purpose; or
 - b) another entity whose primary objective is not directed at making a profit.
- f) **Declared disaster** – as defined in s64 an d69 of the *Disaster Management Act 2003*
- g) **Financial Assistance / Support** - means any grant, sponsorship, service or funding provided by Mount Isa City Council.
- h) **Grant** – are contributions for projects or events, usually tangible, and tied to specific eligibility criteria for the applicant or project/event, with specified application, acknowledgement and acquittal requirements.
- i) **Health Pandemic** – means a critical health issue, as identified by a declaration of a public health emergency made under section 319 of the *Public Health Act 2005* with respect to an actual or potential health pandemic.
- j) **In-Kind**- Non-cash support such as the provision of goods or services.
- k) **Incorporated** – (of a company or other organisation) formed into a legal corporation.
- l) **Not-for-profit** - not making or conducted primarily to make a profit.



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- m) **Sponsorship** – is a mutually beneficial contract involving the purchase of usually intangible, exploitable potential, associated with an event, organisation or project, which results in tangible benefits for the sponsoring organisation.

ASSOCIATED LEGISLATION, POLICIES AND DOCUMENTS

- *Local Government Regulation 2012*
- *Local Government Act 2009*
- *Mount Isa City Council Revenue Statement*
- *Disaster Management Act 2003*



GUIDELINES

Community Grants & Sponsorship Program



Correspondence: Chief Executive Officer
PO Box 815 MOUNT ISA QLD 4825
Street Address: 23 West Street, Mount Isa

Website: www.mountisa.qld.gov.au
E-mail: city@mountisa.qld.gov.au

ABN: 48 701 425 059
Phone: (07) 4747 3200
Fax: (07) 4747 3209

Message from the MAYOR



Community and sporting groups are an integral part of Mount Isa, and we at Council have long recognised their importance through our Community Grants and Sponsorship Programme.

It's thanks to the exemplary efforts of these groups that we are able to attract people to live and work in our great city.

This programme has been designed to provide financial assistance to these groups—the majority of which are run by dedicated volunteers - to enable them to continue to

undertake the terrific activities, events and work they do in, and for, the community.

In the past, the grants have been used to make improvements to, or upgrade, facilities, or to repair assets.

Council is proud to support our community and sporting groups, enabling them to continue to run sustainably and effectively.

I highly recommend that you contact Council's Community Development Officer and discuss your grant application before submitting it, to ensure all relevant information is provided and criteria are met.

I look forward to seeing applications for a wide range of community-minded projects and activities very soon.

A handwritten signature in cursive script that reads "D Slade".

Her Worship Danielle Slade
Mayor of Mount Isa

Front Cover photos: Mount Isa City Council, Mount Isa by E. Theiber

COMMUNITY GRANTS & SPONSORSHIP PROGRAM GUIDELINES

Mount Isa City Council provides financial assistance to local community and sporting organisations that undertake projects and events that make positive contributions to the quality of life in the Mount Isa region. These contributions may address cultural, community, educational, sporting or recreational needs.

All applications go through a competitive process and these procedures have been developed to ensure this is fair, open and transparent for community organisations seeking financial assistance from Council.

APPLICATION LODGEMENT

Applications should be lodged with Council by **5:00pm on the due date**.
Late applications may not be accepted.

POST: Community Grants & Sponsorship Round (1 or 2)
Chief Executive Officer
Mount Isa City Council
PO Box 815
MOUNT ISA QLD 4825

FAX: (07) 4747 3209
(Attention: CEO)

E-MAIL: city@mountisa.qld.gov.au
Subject Heading: Community Grants & Sponsorship Round (1 or 2)

Submissions will be collated by the Director of Corporate & Communities, with decisions on funding success (and amounts) made at the meetings of the Mount Isa City Council as outlined in the schedules.

Successful applications will be officially approved by Council resolution.

INFORMATION ABOUT FINANCIAL SUPPORT

- Two funding rounds each financial year – August and February.
- The level of assistance available is limited by Council's budget decisions and its priorities. No applicant can be guaranteed funding or receiving the full amount requested.
- Funding for the Community Grants Program is available up to \$5,000.

<p>COUNCIL SUPPORT</p>	<ul style="list-style-type: none"> ➤ Funding requests are to be financial only, if you require Council services, you must contact Council for a quote and include the dollar amount in your application. ➤ Mount Isa City Council Owned Enterprises Pty Ltd (MICCOE) do not offer in-kind support or waiver of fees for use of MICCOE venues (Outback at Isa, Civic Centre or Buchanan Park). If you wish to use those venues, please obtain a quote from MICCOE and include the dollar amount in your application. ➤ Any organisations wishing to apply for a waiver of fees / bills e.g. Excess Water Bills, Development Fees etc. must not apply under these programs and are to put in a separate request in writing to Council.
<p>LETTERS OF SUPPORT</p>	<ul style="list-style-type: none"> ➤ Applicants are requested to attach relevant letters of support to show community, business and financial support for their application. ➤ Council may not supply letters of support from the CEO, Mayor or Councillors for any application to the Mount Isa City Council Community Grants and Event Sponsorship Programs.
<p>ELIGIBILITY CRITERIA</p>	<ul style="list-style-type: none"> ➤ The applicant must be; 1) based within the Mount Isa City Council local government area, or 2) associated with a membership base within the Mount Isa City Council local government area, and / or be delivering a service / event / project that will be of direct benefit to the wider community of the Mount Isa City Council local government area. ➤ The applicant must be an incorporated not-for-profit organisation. If your organisation is not incorporated but feels it has an event or project that satisfies all other eligibility criteria, then a sponsor may be used. See "Other Important Notes" section for further details. ➤ Applicants shall have no overdue debt (including debtor accounts, rates and excess water bills) to the Mount Isa City Council at the time the application is assessed by the Council. ➤ Applicants shall have no outstanding acquittal reports from previous grant or sponsorship support. ➤ The applicant shall show that it has the financial capacity to carry out the project or event without the support of Council. If your financial statements do not reflect this, then you must show a proactive approach to fundraising and funding. ➤ Applications should seek to align with Councils Corporate Plan and may address some of the following priorities: <ul style="list-style-type: none"> ○ Promotion of economic development in the area ○ Enhanced economic / cultural / social opportunities for residents ○ Enhanced health and safety for residents ○ Research and development projects relevant to the region ○ Capital improvements to create a community asset ○ Meet a demonstrated need within the community ○ Promote a healthy and active lifestyle ○ Enhanced environmental sustainability ○ Innovation and technology

INELIGIBLE CRITERIA

The following will **NOT** be considered for funding:

- General operating costs (e.g. electricity, phone, rent, meals, accommodation and hire charges. Note:- A position created for the length of a project is considered eligible)
- Private and commercial ventures;
- Political or for-profit groups;
- Projects under litigation;
- Retrospective funding;
- Purchase of land;
- Support for an individual pursuit;
- Travel and accommodation, and uniforms for individual or team representatives
- Projects that do not involve or directly benefit the Mount Isa City Council regional community

ASSESSMENT CRITERIA

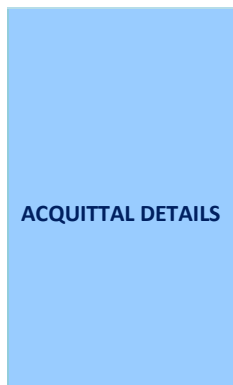
- Preference will be given to requests for financial assistance for events / projects that have the greatest potential benefit to residents and / or are new events to the area.
- Preference will be given to applications that seek funding for the total cost of the project from a variety of sources, and to applicants who demonstrate a willingness to partially self-fund.
- Each application is to be assessed on its individual merits having consideration for the total amount of funds available in the Council's budget.
- A Risk Management Plan is essential for applicants of the Events Sponsorship Program. Preference will be given to applicants of the Community Grants Program who submit a Risk Management Plan.
- Preference will be given to applications who have fully completed forms and have provided all the requested and relevant documents.

WHAT YOU MUST INCLUDE IN YOUR APPLICATION

- Applications must be made via the official application form available from Mount Isa City Council, and must include the following documentation:
 - ✓ A copy of the applicant organisation's Certificate of Incorporation or Certificate of Registration or charity status;
 - ✓ A realistic and itemised budget including committed financial and / or in-kind support by the applicant, other grant agencies or sponsorships, quotations should be included where possible;
 - ✓ A copy of the applicant organisation's Certificate of Currency (Public Liability Insurance Min \$20m);
 - ✓ A copy of the organisation's audited financial statements for the past financial year including all relevant documents such as an Auditor's / Accountant's Report, Profit and Loss Statement and Balance Sheet. If the latest audited financial statements are not available (i.e. they are currently being audited) a letter from the accountable officer is required



- stating this, and if successful for funding, the documents supplied before funding is issued;
- ✓ Landowner’s written permission for the event or project. This includes for Council owned venues like Parks, Civic Centre and Buchanan Park;
 - ✓ The organisation must complete a “Statement by Supplier” form if the organisation does not have an Australian Business Number (ABN).
 - ✓ Other supporting documentation where applicable (ie, 2 Quotes, Site Plans, Letters of support etc)

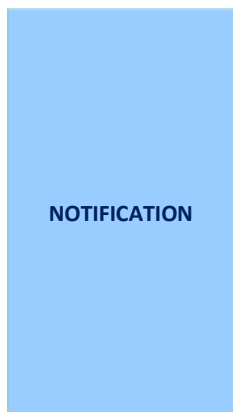


ACQUITTAL DETAILS

Applications are assessed against the selection criteria before being submitted to Council for approval.

Recipients of support from the Mount Isa City Council must submit an Acquittal Report within six (6) weeks of the completion of the event or project. Failure to complete and lodge the report may result in a demand for the return of the granted funds and may also have a detrimental effect on any future funding applications.

Any organisation that cannot demonstrate that funds have been expended in accordance with the purpose for which the funds were granted, will be required to return the funds to the Mount Isa City Council within three (3) months of the proposed event or project.

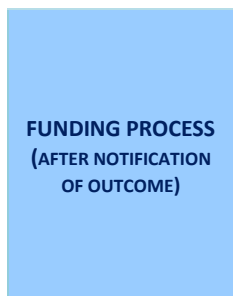


NOTIFICATION

All applicants will receive a confirmation email to state their application has been received by Council, including details of an application reference number.

Successful Applicants will receive an approval letter, a Funding Agreement, and a link to the Acquittal Report. The Funding Agreement will include the Terms and Conditions of the funding and any special conditions that may have been attached. Successful applicants will need to return the original completed and signed Funding Agreement before any money will be transferred.

Unsuccessful Applicants will be advised in writing stating the reason for the decision. For further clarification or feedback on your application please contact Council.



**FUNDING PROCESS
(AFTER NOTIFICATION
OF OUTCOME)**

For the funding process timeline, see the table below.

This is the process after notification of outcome from Council:

- Receive successful / unsuccessful outcome via email and mail
- If successful you will also receive a Funding Agreement, Acquittal Report and invitation to a presentation
- You **MUST** return a signed Funding Agreement before any money can be transferred
- Once your event/project is completed you **MUST** send an Acquittal Report to Council within six (6) weeks of the completion of the event.

APPROXIMATE FUNDING TIMELINES (subject to change at Council’s discretion)

	Round One	Round Two
Applications Open	First day in August each year	First day in February each year
Applications Close	Last council business day in August each year (minimum 4 weeks)	First Council business day in March each year (minimum 4 weeks)
Submitted to Ordinary Meeting	First scheduled meeting in October	First Scheduled meeting in April
Official Advice of Funding	Within 1 week of October Ordinary Meeting	Within 1 week of April Ordinary Meeting
Final Acquittal must be received by Mount Isa City Council	Within six (6) weeks of the event occurring.	Within six (6) weeks of the event occurring.

OTHER IMPORTANT NOTES

- Only **ONE** application may be submitted per organisation per funding round.
- ALL applications must be typed.
- ALL applications must be signed by two authorised executive representatives to be accepted. Electronic signatures are not accepted.
- Please do not submit applications in a binder or have it bound (applicable to hard copy applications only).
- Sponsor details – a sponsor may be used when an organisation is not incorporated. The sponsor organisation must be incorporated and satisfy all other eligibility criteria. The sponsor organisation then becomes legally liable for the event/project and therefore must provide all the required documents and have an authorised officer of the sponsor sign the application.
- If an organisation is successful with a community grant, but the project or event must be altered from the original application, a request for a Change of Scope must be made in writing to Council’s Director of Corporate and Communities and be approved by Council resolution prior to commencing or continuing the project/event.

FAILURE TO COMPLY

If an organisation that has received funding fails to comply with any requirement of this policy, Mount Isa City Council has the right to refuse future applications for grants or sponsorship.

FOR FURTHER INFORMATION

Contact:
 Mount Isa City Council
 PO Box 815
 MOUNT ISA QLD 4825
 P: 07 4747 3200 E: city@mountisa.qld.gov.au

13.4 LIBRARY OVERVIEW REPORT - FEBRUARY AND MARCH 2024

Document Number: 807796

Author: Library Officer

Authoriser: Director of Community Services

Directorate: Community Services

Portfolio: Parks & Gardens, Splashez, Library & Cemetery

EXECUTIVE SUMMARY

The February and March 2024 Library Overview Report is presented to Council for information and consideration.

RECOMMENDATION

THAT Council receives and accepts the February and March 2024 Library Overview Report as presented.

OVERVIEW**Harmony Day Feast**

The Library and CAMS Mount Isa organised Harmony Day Feast at the Library on 18 March. Both parties prepared snacks and foods from various cultures from around the world for the guests to enjoy. A total of 55 adults, including Council staff, and 10 children attended the event. It is the celebration that recognises our diversity and brings together the community from all different backgrounds.

Historical talk by local historian

Local historian Kim-Maree Burton gave a historical talk on the centenary of Mount Isa Mines and Mount Isa Central State School on 23 February. The 36 audience learnt the history and the development of the organisations as well as their contributions to Mount Isa.

Early childhood mathematics workshop for educators

The Smith Family organised an early childhood mathematics workshop at the Library on 20 March. The highly engaging program supports parents and early years educators to develop the maths skills of the children, with best practices shared. It supplements Library's First 5 Forever programs, particularly with storytime activities that involve counting, shapes, sizes, and patterns. The workshop was attended by 15 playgroup educators, primary school and kindergarten teachers, and two Library staff members.

Mount Isa Day Video Competition

As an initiative to celebrate Mount Isa Day, the Library organised a video competition for children to tell what they love about Mount Isa, what Mount Isa means to them, or what Mount Isa looks like in their eyes. The competition was more like a storytelling competition rather than a technical competition, participants showcased their creativity and storytelling skills.

New public computers

The Library is in the process of replacing the 12 old public computers. Seven of them have been replaced by the new computers in the end of February, while another five new computers are still being installed. The new computers solved the issues that the patrons experienced in the past, including insufficient number of computers working, not enough RAM for web browsing, and downloaded files remain on the computers after restarting.

Sign-On Expo

The Library team sent two staff members to attend Sign-On Expo on 3 February with an aim to attract people who are new to Mount Isa or not frequent library users to visit the Library. The team gave away library and First 5 Forever brochures and introduced library's services and programs to the public.

Library visit: Mount Isa Flexible Learning Centre

Fourteen (14) students and three teachers from Mount Isa Flexible Learning Centre visited the Library on 1 February. A guided library tour was provided and about 10 library membership forms were handed out for them to sign up.

STATISTICS:

VISITORS	
February 2024	25 days open with 1,304 visitors
March 2024	24 days open with 1,495 visitors

TRANSACTIONS (<i>issues, returns, reservations, renewals</i>)	
February 2024	4,247 transactions
March 2024	4,024 transactions

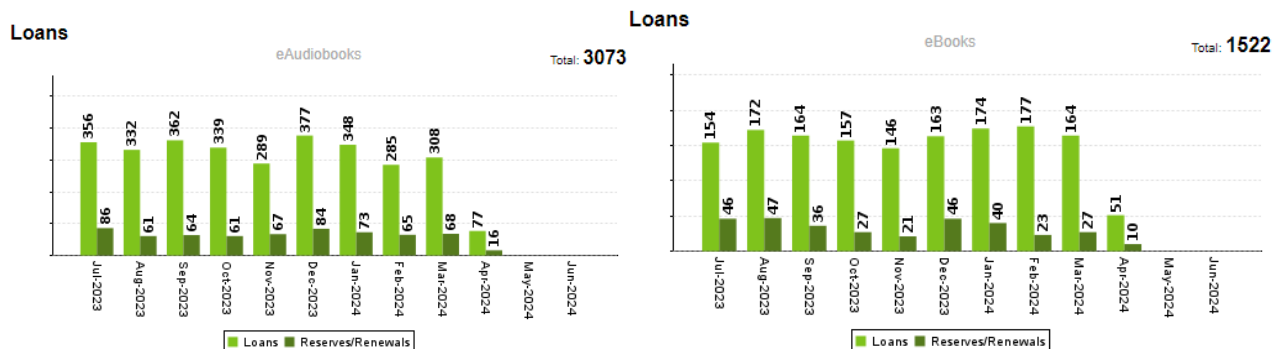
COMPUTER USAGE	
February 2024	340 customers for a total time of 166.42 hours
March 2024	818 customers for a total time of 359.82 hours

NEW MEMBERS	
February 2024	61 new members
March 2024	68 new members

E-book and E-audiobook statistics - (From 1 February – 31 March 2024)

eAudiobooks by Title	eBooks by Title
593 Loans	341 Loans
133 Reserves/Renewals	50 Reserves/Renewals
1617 eAudiobooks	1586 eBooks
37 Newly Added	37 Newly Added

E-Book and E-Audiobook statistics for this financial year.



UPCOMING EVENTS IN APRIL

The Library will be continuing with regular events, such as Baby Rhyme Time, Storytime, Conversational English and Young Writers’ Group.

2 – 12 April 2024	School holiday activities
22 – 27 April 2024	Library 50 th Anniversary – Scavenger hunt
23 April 2024	Library 50 th Anniversary – Trivia
26 April 2024	Library 50 th Anniversary – Morning tea
26 April 2024	Library 50 th Anniversary – Play Time
26 April 2024	Library 50 th Anniversary – Craft activities
27 April 2024	Library 50 th Anniversary – Outdoor party at Civic Centre Lawn
27 April 2024	Library 50 th Anniversary – Puppet show

ATTACHMENTS

Nil

13.5 SPLASHEZ OVERVIEW REPORT - FEBRUARY AND MARCH 2024

Document Number: 807981

Author: Manager Economic and Community Development

Authoriser: Director of Community Services

Directorate: Community Services

Portfolio: Parks & Gardens, Splashez, Library & Cemetery

EXECUTIVE SUMMARY

The February and March 2024 Splashez Overview Report is presented to Council for information and consideration.

RECOMMENDATION

THAT Council receives and accepts the February and March 2024 Splashez Overview Report as presented.

OPERATIONAL OVERVIEW

February and March 2024 continued with Summer Trading hours (Monday to Friday 6:00am to 9:00am and 2:30pm to 7:30pm, Saturday and Sunday 9:00am to 5:00pm). Fitness programs, learn to swim lessons, school swimming programs and carnivals, and community groups were facilitated at the centre. Some temporary partial closures have occurred due to lightening activity within the area.

ACTIVITIES

Activities and bookings remain popular with the classes running at capacity, this includes:

Swim School

Miss Julie's Swim School held their Learn to Swim Sessions 5 days each week through February and March with classes being held as listed.

- Monday/Tuesday 4:00pm to 6:00pm
- Wednesday 4:00pm to 5:30pm
- Friday 3:30pm to 6:00pm
- Sunday 10:00am to 4:00pm

Move-It Program

Aqua Aerobics, including Move-It NQ sessions, continued to run six times per week. A total of 277 Participants attended the thirteen Move-It funded sessions through February and March.

Swim Club

Mount Isa Heat Swim Team have seen a busy end to the swim season, hosting a swimming carnival for the North West Queensland region on 17 February 2024. The carnival was a great success, and saw competitors and their families travel from Richmond, Hughenden, Julia Creek, Cloncurry and Normanton to Mount Isa.

The club continued with training sessions and club nights each week as listed.

- Monday/Thursday Training Sessions 5:00pm to 6:30pm
- Wednesday Club Night 5:30pm to 7:00pm
- Sunday Training Session 9:00am to 10:00am

School Swimming and Community Groups Use

During February and March there were a number of bookings for Learn to Swim, PE Lessons, Swimming Carnivals as well as end of term celebration days and retreats for schools and community groups including

- Good Shepherd - Year 12 PE Lessons, Year 7 Retreat and Swimming Carnival
- Healy State School – Learn to Swim Lessons
- Mount Isa Flexible Learning – Swimming Sessions and end of term celebrations
- Central State School – Year 6 Retreat, Year 3 to 6 Learn to Swim Lessons and Swimming Carnival
- Happy Valley State School – Year 3 to 6 Learn to Swim Lessons and Swimming Carnival
- Barkly Highway State School – Year 3 to 6 Learn to Swim Lessons and Swimming Carnival
- Spinifex State College – Swimming Carnival
- NWRH – Hydrotherapy

MAINTENANCE

Construction work is continuing to support for the install of the waterslides. Work is scheduled to be completed by May 2024.

Concrete patches repaired around the pool decks where required for safety. Door hinges have been replaced on a shower cubicle replaced after vandalism. Some of the tiles around the 50m pool has been replaced after they had lifted and fell off. Some repairs to the disinfection lines in the plant have been repaired due to leaks from general wear and tear.

ISSUES/IDENTIFIED RISKS

Nil

EVENTS (*Pre-bookings for February 2024 to May 2024*)

Schools and community bookings are at capacity currently.

Dates	Event / Activity
1, 2, 5, 8, 9, 12, 13 February 2024	Healy State School Learn to Swim Lessons
1, 4, 5, 8, 11, 12, 15, 18 February 2024	Mount Isa Heat Swim Club Training Sessions
1, 2, 5, 6, 8, 9, 12, 13, 15 February 2024	Aqua Aerobics (and Move-It NQ Sessions)
1, 6, 8, 13, 15, 20, 22, 27 February 2024	Swim Fit Sessions
5, 12, 19, 26 February 2024	NWRH Hydrotherapy Sessions
2, 5, 9, 12, 16, 19, 23, 26 February 2024	Mount Isa Flexible Learning Swimming Sessions
7, 14, 21, 28 February 2024	Mount Isa Heat Swim Club Nights
8, 13, 14, 23, 27, 28 February 2024	Good Shepherd Year 12 Rec Lessons
16 February 2024	Central State School Yr 6 Pool Day
17 February 2024	Mount Isa Heat Swim Club Swimming Carnival
19, 20, 22, 23, 26, 27, 29 February 2024	Aqua Aerobics (and Move-It NQ Sessions)
19, 22, 25, 26 February 2024	Mount Isa Heat Swim Club Training Sessions

23 February 2024	Good Shepherd Year 7 Day
26, 27, 28, 29 February	Happy Valley State School Learn to Swim Lessons
1 March 2024	Happy Valley State School Swimming Carnival
1, 4, 5, 7, 8, 11, 12, 14, 15 March 2024	Aqua Aerobics (and Move-It NQ Sessions)
3, 4, 7, 10, 11, 14, 17 March 2024	Mount Isa Heat Swim Club Training Sessions
4, 11, 18, 25 March 2024	NWRH Hydrotherapy Sessions
4, 11, 15, 18, 22, 25 March 2024	Mount Isa Flexible Learning Swimming Sessions
4, 5, 6, 7 March 2024	Barkly Highway State School Learn to Swim Lessons
5, 7, 12, 14, 19, 21, 26, 28 March 2024	Swim Fit Sessions
6, 13, 20, 27 March 2024	Mount Isa Heat Swim Club Nights
7, 12 March 2024	Good Shepherd Year 12 Rec Lessons
8 March 2024	Good Shepherd School Swimming Carnival
11 March 2024	Barkly Highway State School Swimming Carnival
12 March 2024	Spinifex State College Swimming Carnival
18, 19, 21, 22, 25, 26, 28, 29 March 2023	Aqua Aerobics (and Move-It NQ Sessions)
18, 21, 24, 25, 28 March 2024	Mount Isa Heat Swim Club Training Sessions
18, 19, 20, 21 March 2024	Central State School Learn to Swim Lessons
1, 2, 4, 5, 8, 9, 11, 12, 15, 16 April 2024	Aqua Aerobics (and Move-It NQ Sessions)
2, 4, 9, 11, 16, 18, 23, 25, 30 April 2024	Swim Fit Sessions
8, 15, 22, 29 April	NWRH Hydrotherapy Sessions
15, 18, 22, 29 April	Mount Isa Heat Swim Training Sessions
15, 22, 26, 29 April	Mount Isa Flexible Learning Swimming Sessions
18, 19, 22, 23, 25, 26, 29, 30 April 2024	Aqua Aerobics (and Move-It NQ Sessions)
1, 2, 3, 6, 7, 8, 9, 10, 13, 14, 15 May 2024	Aqua Aerobics (and Move-It NQ Sessions)
2, 9, 13, 16, 20, 23, 27, 30 May 2024	Mount Isa Heat Swim Training Sessions
2, 7, 9, 14, 16, 21, 23, 28, 30 May 2024	Swim Fit Sessions
3, 10, 13, 17 May 2024	Mount Isa Flexible Learning Swimming Sessions
16, 17, 20, 21, 22, 23, 24, 27 May 2024	Aqua Aerobics (and Move-It NQ Sessions)
18 May 2024	Spinifex State College Teacher Pool Training Session
28, 29, 30, 31 May 2024	Aqua Aerobics (and Move-It NQ Sessions)

ATTACHMENTS

Nil

13.6 SPLASHEZ - AQUA TOWER FEES

Document Number: 807823
Author: Manager Economic and Community Development
Authoriser: Director of Community Services
Directorate: Community Services
Portfolio: Parks & Gardens, Splashez, Library & Cemetery

EXECUTIVE SUMMARY

The Aqua Play facility located at Splashez Aquatic Centre requires Fees and Charges consideration.

RECOMMENDATION

THAT Council confirm the fee structure associated with the operations of the Aqua Tower located at the Splashez Aquatic centre.

Option 1 – No additional charges are applied. OR

Option 2- \$3.00 fee be applied separate to general admission. OR

Option 3 - \$5.00 fee be applied separate to general admission.

OVERVIEW

The Aqua Play facility is nearing completion of construction and will be ready for public use in early May, consideration of admission fees needs consideration prior to opening.

BACKGROUND

The Aqua Play Facility was initiated through a successful funding application through the 2023 Resources Community Infrastructure Fund.

Total estimated project cost \$1,383,900.

Operational processes and policies for the use and maintenance of the facility are currently being developed.

The Tower stands 8 metres in height (site aerial view attached)

The first week of May will be commissioning and handover, followed by staff training.

Hours of operation and usage charges are now under review.

OPERATIONAL HOURS FOR CONSIDERATION**7 days a week during Summer Hours**

Monday to Friday 3:30pm to 6:30pm (3 hours/day)

Weekends 10:30am to 12:30pm and 2:00pm to 5:00pm (5 hours/day)

School Holidays during Summer

Holidays 3:00pm to 7:00pm (4 hours/day)

The weekday times would be based around school hours.

The weekends would have extended hours to accommodate for public and have ability to cater for extended hours (5).

Operate only from September to April (Summer hours) as once it cools down it will be too cold for people to use the water slides, if it were open, the number of users may not be worth the outlay in operational costs.

OPERATIONAL FINANCIAL OPTIONS FOR CONSIDERATION

There is a height restriction for the users (1.2 metres tall), so to manage this properly, wrist bands will need to be available, a band will be issued for each person per day.

There will be a requirement for 2 staff to be stationed at the aqua tower at all times of operation due to the size that it is. This comes at an average cost of \$80/hour weekdays, and \$120/hour on weekends. For budget review and amendment purposes, hours of operation will have to be confirmed.

BUDGET AND RESOURCE IMPLICATIONS

The 2022/2023 YTD operating cost for the Splashez facility – \$616,574*

(Expenses \$919,553* - Revenue \$302,978.00*)

**Unaudited figures*

Option 1 -

Council charges no additional charges for use of slides

Council will need to absorb the cost of the wages, and budgets will need to be amended to cover this.

Summer trading runs for 8 months of the year (approx. 34 weeks)

34 weeks; 510 hours of operation Mon-Fri X estimated \$80per hour = \$40,800

34 weeks = 340 hours of operation Sat-Sun X estimated \$120per hour = \$40 800

Total \$81 600 + 40% oncosts = **\$114 240** (public holiday rates not included).

The expected increase in admissions through the gate would assist with recouping additional wages required.

Option 2 -

A nominal fee per person to use the slides on top of entry fee

Scale for consideration

Number of Users per day	Charge	Return (568 days)	total
20	X \$3.00 = \$60	\$60 X 568 =	\$11 360
50	X \$3.00 = \$150	\$150 X 568 =	\$ 85 200
80	X \$3.00 = \$240	\$240 X 568 =	\$136 320
20	X \$5.00 = \$100	\$100 X 568 =	\$56 800
50	X \$5.00 = \$250	\$250 X 568 =	\$142 000
80	X \$5.00 = \$400	\$400 X 568 =	\$227 200

If a fee structure is considered a recommendation is that the last month of Summer trading (May) be seen as a honey moon period with no charges applied for use. This will offer opportunity to promote fees for the following season.

LINK TO CORPORATE PLAN

Theme:	2.	Prosperous & Supportive Economy
Strategy:	2.7	Assist with the facilitation of region wide accessibility for all residents to essential services in relation to health, education, social and recreational activities
	2.11	Following review, continue to implement the Mount Isa Economic Development and Tourism Strategies with a focus on promoting the national and international attractions of the region, which will provide tourism, economic, social and cultural benefits

CONSULTATION (INTERNAL AND EXTERNAL)

Internal Consultation

- Coordinator Splashez Aquatic Centre
- Manager Community and Economic Development
- Director of Community Services
- Executive management team

External Consultation

- Project manager - Amorcon

LEGAL CONSIDERATIONS

Fees and Charges need to be determined to apply any admission charges.

No other legal implications noted.

POLICY IMPLICATIONS

Nil

RISK IMPLICATIONS

Council - People Culture and Safety department will be included in operational matters.

The setting of fees comes with no identified risks.

HUMAN RIGHTS CONSIDERATIONS

Consideration has been given to the protected human rights under the policy and it is believed to not unreasonably infringe on these rights.

RECOMMENDATION OPTIONS

THAT Council confirm the fee structure associated with the operations of the Aqua Tower located at the Splashez Aquatic centre.

Option 1 – No additional charges are applied.

Option 2- \$3.00 fee be applied separate to general admission.

Option 3 - \$5.00 fee be applied separate to general admission.

ATTACHMENTS

1. Splashez site view [↓](#) 



13.7 APPROVAL FOR ENVIRONMENTAL CHARGE PROJECT 23/24

Document Number: 808132
Author: Acting Coordinator, Regulatory Services
Authoriser: Director of Community Services
Directorate: Community Services
Portfolio: Environment, Local Laws, Development & Town Planning

EXECUTIVE SUMMARY

Council charges an Environmental Projects Levy as part of annual rates; these funds are directed to the development of project which align with the Environmental Management Plan. These projects are funded by the Environmental Charge Levy and must align with the requirements of the Environmental Charge Policy. For the 2023/2024 financial year (5) Environmental Charge Projects were proposed, totalling \$455,000 and were approved by the council.

Additionally, Environmental Service Department would like to propose Environmental Grant Program with an estimated cost of \$50,000 as the 6th project for 2023/2024 financial year.

RECOMMENDATION

THAT Council approves the pending Environmental Charge Project for the 2023/2024 Financial Year and the budget of \$50,000 to undertake the project.

BACKGROUND

In order to prepare for the introduction of kerbside recycling it is proposed to undertake a targeted environmental grant program this financial year. The program will follow the adopted Council policy and will target Schools to introduce waste awareness programs in order to support the wider transition to kerbside recycling. Council has successfully run similar programs, most recently awarding environmental grants to support a range of activities. This grant round had been proposed to be delayed, however the delivery of a late round this financial year will assist in delivering the program of works required to assist the community in transitioning to kerbside recycling.

Mount Isa City Council engaged the services of consultants to undertake the development of an Environmental Management Plan (EMP) for 2020-2025. Consultation was undertaken with the community and internal stakeholders was undertaken to identify environmental issues, activities, or opportunities for improvements in the Mount Isa area. Five key themes were identified in the plan including Natural Environment, Waste Minimisation, Water Resources, Environmental Health, and Community Engagement. Based on these themes, priority actions were developed.

As a part of the Annual Implementation Plan, environmental projects for the financial year are to be approved that align with the Environmental Charge Policy requirements and that correlate with the priority actions within the EMP.

BUDGET AND RESOURCE IMPLICATIONS

All funds raised from the Environmental Charge are set aside to fund the Environmental Charge Projects that have been adopted that align with Council's Environmental Charge Policy. The budget includes staff wages for project management.

LINK TO CORPORATE PLAN

Theme:	4.	Healthy Environment
Strategy:	4.2	Continue to record and protect all significant heritage and cultural sites and structures.
	4.5	Promote education and environmental awareness programs in relation to water conservation and wastewater recycling for both industry and residents
	4.7	Utilise 'best practice' waste management practices and further develop City facilities in accordance with the Waste Management and Recycling Plan
	4.8	Implement innovative measures to reduce Council's energy use and carbon emissions and seek grant funding for alternate energy systems
	4.9	Protect the natural environment of reserves under Council control via strategic natural resource management
	4.1	Develop and implement a Water Security Strategy that secure a sustainable, reliable water supply for the region
	4.11	Continue to promote, educate and implement awareness and best practice waste collection, recycling, environmental health and environmental protection strategies
	4.12	Encourage the use of renewable energy sources, such as solar power, to protect the environment
	4.13	Manage invasive animal and pest plants throughout the region to ensure the continued protection of valuable agricultural land

CONSULTATION (INTERNAL AND EXTERNAL)

The Environmental Charge projects were developed through internal consultation with the Environmental Services staff and the Environmental Charge Working Group as outlined in the Environmental Charge Policy. The projects were created based on the information from within the EMP which was gathered through both internal and external consultation. The biodiversity strategy was also developed through internal and external consultation.

LEGAL CONSIDERATIONS

- Local Government Act 2009
- Local Government Regulation 2012
- Environmental Protection Act 1994
- Council's Environmental Management Plan, Environmental Charge Policy and Annual Implementation Plan
- Council's Corporate Plan

POLICY IMPLICATIONS

By implementing the projects, Council is complying with the Environmental Charge Policy for projects funded by the charge.

RISK IMPLICATIONS

Social and environmental impacts result from not implementing Environmental Charge Projects and the actions from the EMP. It is also Council's obligation to comply with the Corporate Plan priorities and the Environmental Charge Policy. As this charge is levied as a separate charge, the funds can only be used for projects that align with the Environmental Charge Policy requirements.

HUMAN RIGHTS CONSIDERATIONS

Proper consideration to all human rights has been considered as per Council's Human Rights Policy.

13.8 DEVELOPMENT AND LAND USE OVERVIEW REPORT - QUARTER 3

Document Number: 808188
Author: Planning Support Officer
Authoriser: Director of Community Services
Directorate: Community Services
Portfolio: Environment, Local Laws, Development & Town Planning

EXECUTIVE SUMMARY

The Development and Land Use Quarter 3 overview report, For the period January 2024 – March 2024 is presented to Council for information and consideration only.

RECOMMENDATION

THAT Council receives and notes the Development and Land Use Overview Report - Quarter 3.

OVERVIEW**Development Applications**

During this quarter, Council received 2 development applications and approved 4 development applications. There has been a decrease in the number of applications received from the previous quarter (being 5), and decrease compared to the same quarter in the last financial year (being 7).

Council received 2 boundary clearance dispensation applications and approved 2 applications during the quarter. This is a decrease in the number of applications received compared to the same quarter last financial year (being 6).

Building Applications

A total of 12 Notice of Engagements were received by Council during the quarter.

A total of 16 building approvals were issued by private building certifiers this quarter. This is an increase compared to the previous quarter (being 12), and a decrease compared to the same quarter in the previous financial year (being 22).

Of the 16 building approvals, there was a total of 23 structures for which building permits were issued.

The total value of building works approved for the Mount Isa Local Government area for this quarter was \$1,343,612.00 which is an increase of \$5,672,612.00 compared to the same quarter last financial year.

NOTE: the building figures may differ from the previous quarter's report, due to Council not receiving documentation from Private Certification firms until after the finalisation of the report.

Property Searches

Council received a total of 49 property search requests for the quarter. This is an increase compared to the last quarter (being 32) and a decrease compared to the same quarter last financial year (being 88).

Of the 49 requests, 45 were for residential properties, 4 were for commercial properties and 0 requests for Certificates of Classification / Occupation.

Land Use / Tenure

A total of 5 Council trust land tenure agreements were issued, 0 Council trust land tenure agreements were surrendered, Council endorsed 2 requests for Liquor Licence, 0 land tenure applications and 0 reserve tenders.

DEVELOPMENT APPLICATIONS

Development Applications Received Financial Year 2023-2024

Applications received financial year to date:

	Quantity	Value
Q1	5	\$ 11,927.00
Q2	5	\$ 21,628.50
Q3	2	\$ 1657.50
Q4		
Year to date total:	12	\$35,213.00

P11-23 7 Engineering Road, Mount Isa



APPROVAL SOUGHT	Operational Works
DEVELOPMENT DESCRIPTION	Advertising device
PROPOSAL	Wall sign & Freestanding sign
DATE RECEIVED	16 February 2024
APPLICATION STATUS	Application completion: 100%

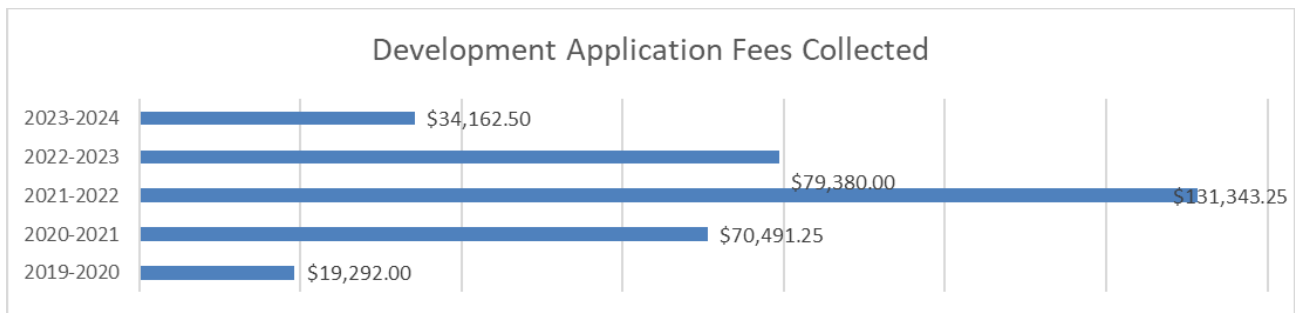
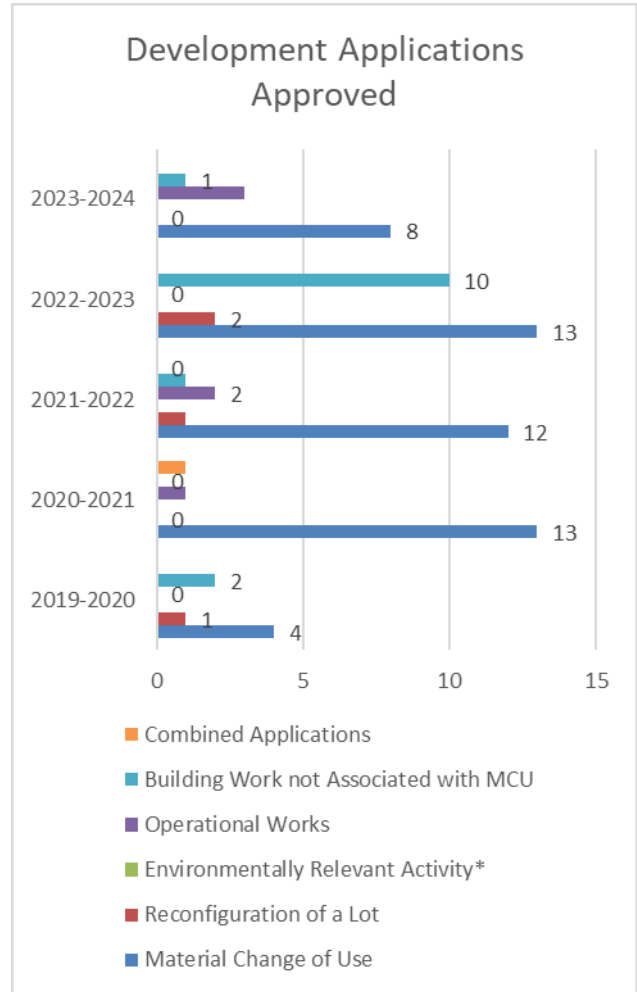
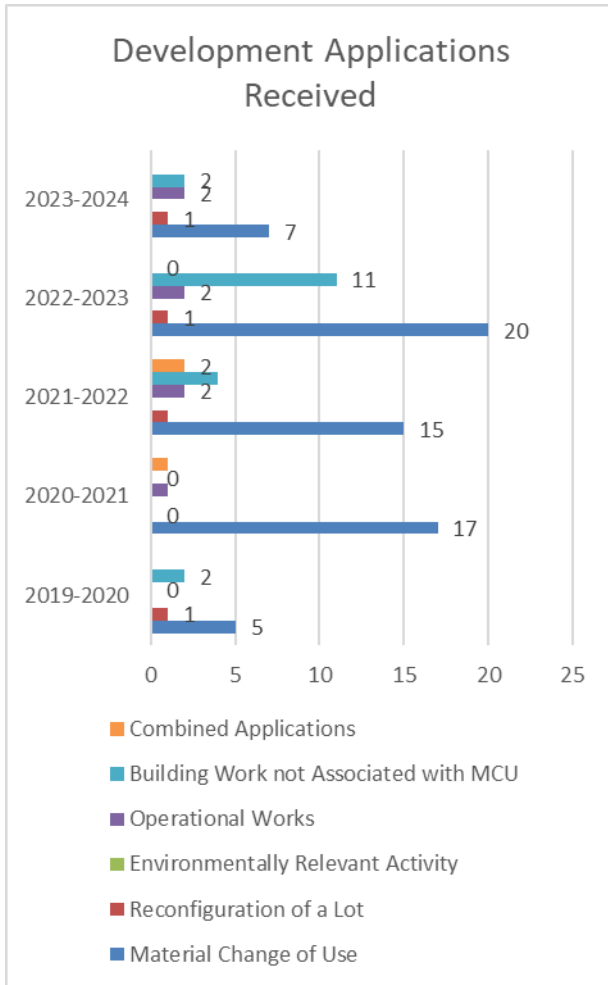
P12-23 “Carbeen Park” Duchess Road, Mount Isa



APPROVAL SOUGHT	
DEVELOPMENT DESCRIPTION	Reconfiguration of Lots
PROPOSAL	Realigning the boundaries of Lot 1 and Lot 2
DATE RECEIVED	13 March 2024
APPLICATION STATUS	Application completion: 20%

5 Financial Year - Data Comparison

**Only recorded in D&LU's report where a combined application is lodged; otherwise refer to Environmental Health reports.*



COMPLIANCE ASSESSMENTS UNDERTAKEN

Development Permit Compliance Assessments

	Received	Assessed	Fees Received
Q1	1	1	\$ 325.00
Q2	0	0	\$ 0.00
Q3	0	0	\$ 0.00
Q4	0	0	\$ 0.00
Year to date total:	0	1	\$ 325.00

REQUESTS TO NEGOTIATE / CHANGE DEVELOPMENT PERMITS

Negotiate / Change Requests Received

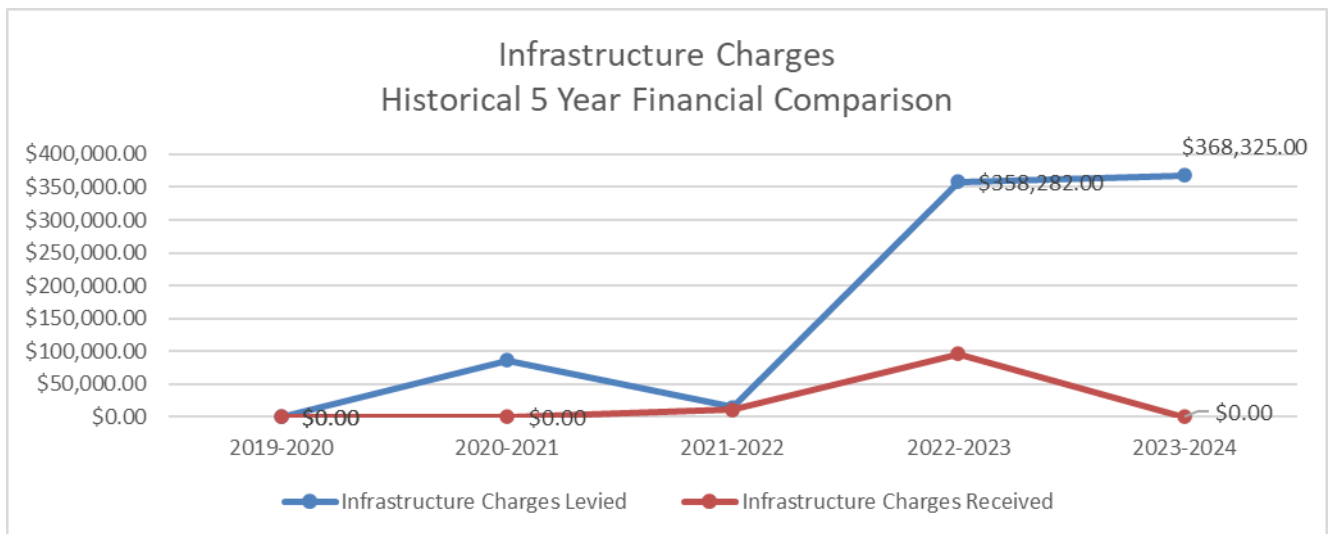
During this quarter of 2023-2024, the following Request to Negotiate Conditions or Change Requests were received / approved:

	Received	Approved	Fees Received
Q1	0	1	\$ 0.00
Q2	4	0	\$ 7,374.00
Q3	0	4	\$ 0.00
Q4			
Year to date total:			\$ 7,374.00

INFRASTRUCTURE CHARGES

Infrastructure Charges Levied

Infrastructure charges are levied as part of the development assessment process to contribute to the provision of essential trunk infrastructure. Trunk infrastructure is Council’s main infrastructure networks such as water, sewer, stormwater mains and roads and community infrastructure.



Infrastructure charges generally become payable by developers at the commencement of the approved use.

Note: Infrastructure Charges were not levied between 2018 - 2020 due to the Local Government Infrastructure Plan (LGIP) not being adopted.

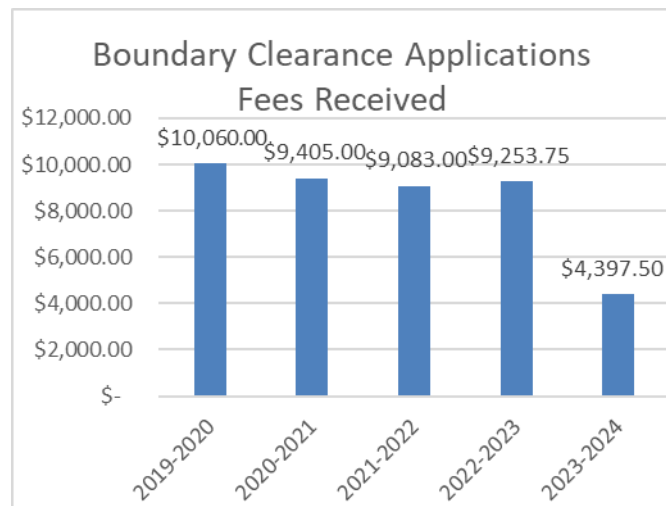
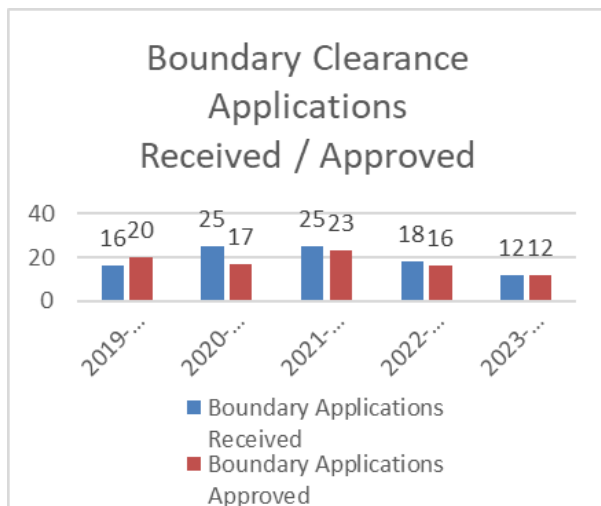
BOUNDARY CLEARANCE DISPENSATIONS

Boundary Clearance Dispensations Received / Approved

Boundary relaxation applications are regulated by the City of Mount Isa Planning Scheme provisions. Summary of Applications received, approved and fees received for 2023-2024 Financial Year:

	Received	Approved	Fees Received
Q1	7	5	\$ 1,882.00
Q2	3	5	\$ 1,683.50
Q3	2	2	\$ 832.00
Q4			
Year to date total:	12	12	\$ 4,397.50

5 Financial Year - Data Comparison



ADVERTISING SIGNAGE

Advertising Sign Applications Received, Approved & Fees

Advertising devices erected within the Mount Isa Local Government Area are regulated by Council’s Local Laws and different advertising applications are processed by different sections throughout Council. The Development & Land Use section assess all advertising devices with the exception of CBD banners, sandwich boards and election signage. Therefore, only the applications assessed and processed by Development & Land Use section are recorded in this report.

Summary of Applications approved, and fees received for 2023-2024 Financial Year:

Quarter	Advertiser	Location	Received	Approved	Fees
Q1	0	0	0	0	\$0.00
Q2	0	0	0	0	\$0.00
Q3	0	0	0	0	\$0.00
Q4	0	0	0	0	\$0.00
YTD total	0	0	0	0	\$0.00

NOTE: CBD banners, sandwich boards and election signage are not processed by the Development & Land Use section and therefore are not included in this report.

BUILDINGBuilding Applications Approved

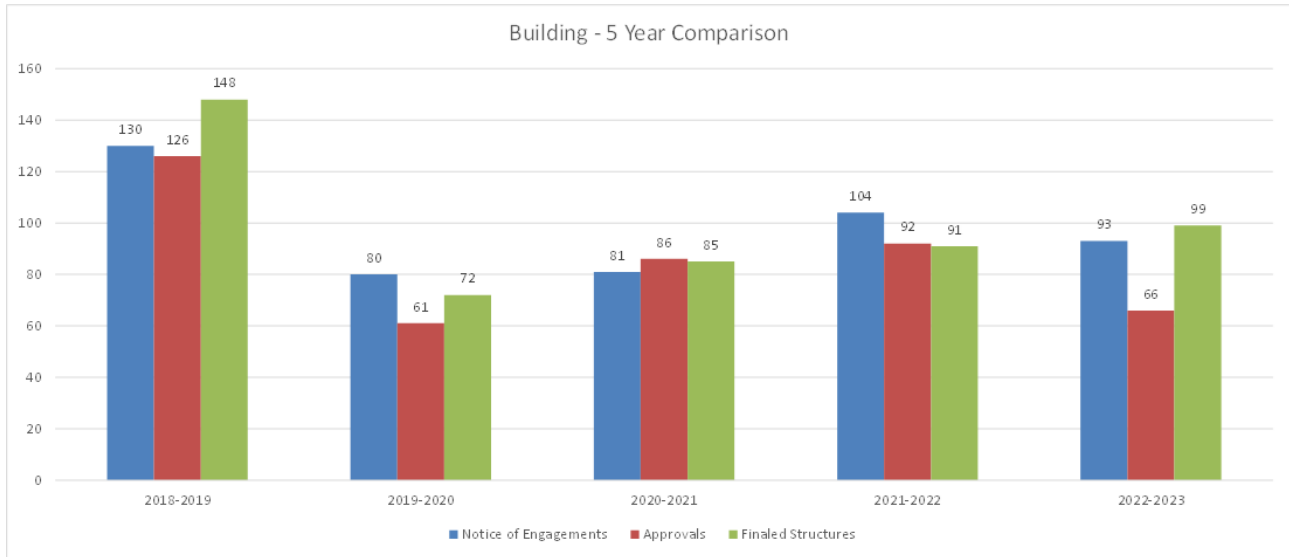
The below Class of Buildings / Structures is set out as per the Building Code of Australia. This information describes the type of building each building class represents. *Note: A singular building approval may include multiple structures.*

No. of Approvals Received during the quarter		
Class 1a	1	<i>A single dwelling being a detached house, or one of a group of two or more attached dwellings, each being a building, separated by a fire resisting wall, including a row house, terrace house, town house or villa unit.</i>
Class 1b		<i>A boarding house, guest house, hostel or the like with a total area of all floors not exceeding 300m², and where not more than 12 people reside, and is not located above or below another dwelling or another Class of building other than a private garage.</i>
Class 2		<i>A building containing 2 or more sole-occupancy units each being a separate dwelling.</i>
Class 3		<i>A residential building, other than a Class 1 or 2 building, which is a common place of long term or transient living for a number of unrelated persons. Example: boarding-house, hostel, backpacker's accommodation or residential part of a hotel, motel, school or detention centre.</i>
Class 4		<i>A dwelling in a building that is Class 5, 6, 7, 8 or 9 if it is the only dwelling in the building.</i>
Class 5		<i>An office building used for professional or commercial purposes, excluding buildings of Class 6, 7, 8 or 9.</i>
Class 6		<i>A shop or other building for the sale of goods by retail or the supply of services direct to the public. Example: café, restaurant, kiosk, hairdressers, showroom or service station.</i>
Class 7a		<i>A building which is a car park.</i>
Class 7b		<i>A building which is for storage or display of goods or produce for sale by wholesale.</i>
Class 8		<i>A laboratory, or a building in which a handicraft or process for the production, assembling, altering, repairing, packing, finishing or cleaning of goods or produce is carried on for trade, sale or gain.</i>
Class 9a		<i>(A building of a public nature) A health care building, including those parts of the building set aside as a laboratory.</i>
Class 9b		<i>(A building of a public nature) An assembly building, including a trade workshop, laboratory or the like, in a primary or secondary school, but excluding any other parts of the building that are of another class.</i>
Class 9c		<i>(A building of a public nature) An aged care building.</i>
Class 10a	13	<i>(A non-habitable building or structure) (A private garage, carport, shed or the like.)</i>
Class 10b	7	<i>(A non-habitable building or structure) A structure being a fence, mast, antenna, retaining or free-standing wall, swimming pool or the like.</i>
Class 10c		<i>(A non-habitable building or structure) A private bushfire shelter.</i>
Special Structure		<i>Special structure</i>
User Defined		<i>Demolition of existing structures</i>
Total	21	

Building Permit Summary

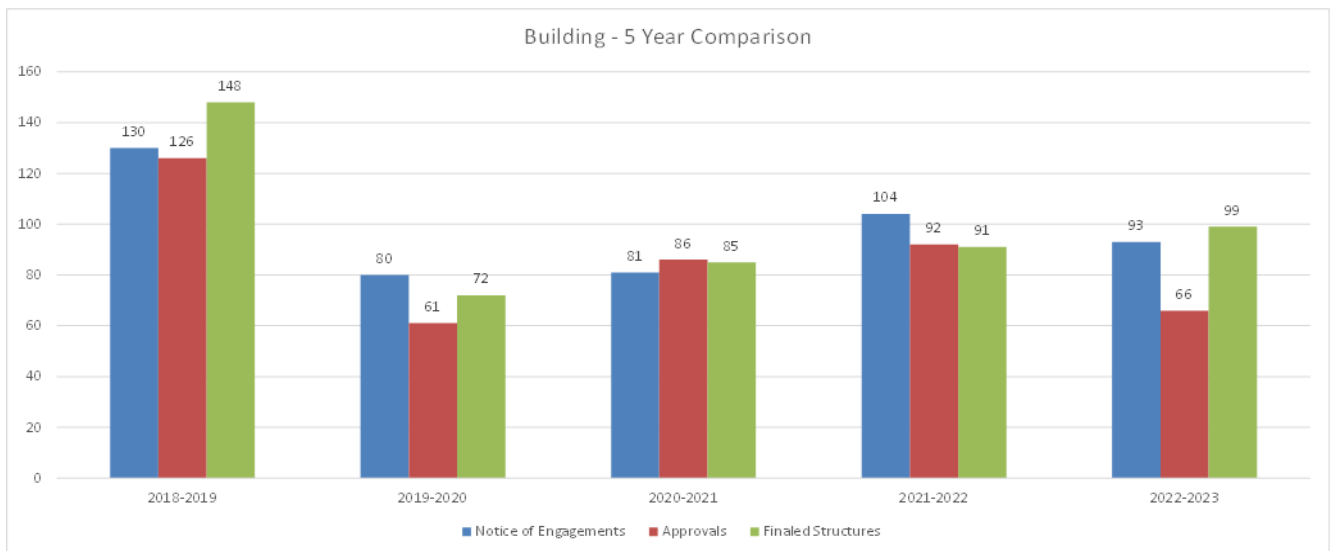
The below graph indicates the past 5 financial years of the number of Notice of Engagements received, Approvals issued, and Building Permits finalised (both Council and Private Certifiers) for comparison purposes. It is important to note the current financial year only shows the number of quarter(s) to date.

NOTE: *The building figures may differ from the previous quarter's report, due to Council not receiving documentation from Private Certification firms until after the finalisation of the quarterly report.*



Value of Building Works Approved

The below graph depicts the value of building works for the current quarter and past financial years. This information is obtained from lodged building documentation provided by private building certifiers.



**Note, where a value of works has not been provided with an application, a value has not been included in the above figures.*

Building Lodgement Fees Received

As required by legislation, private building certifiers must lodge building documentation with the local government in which the building works is being carried out and Council applies a lodgement fee payable by the private certifier.

During this quarter of 2023-2024, the following Building Lodgement fees were received:

	Fees Received
Q1	\$ 4,166.00
Q2	\$ 5,166.00
Q3	\$ 2,458.00
Q4	
Year to date total:	\$ 11,790.00

RESIDENTIAL SERVICES ACCREDITATION

Residential Services Accreditation Approvals / Refusals Issued

As per section 29 of the *Residential Services (Accreditation) Act 2002*, Council is required to review the property and ensure the premises seeking approval complies with Council’s criteria, being the prescribed building requirements for the area.

The frequency each Residential Services Accredited Facility must obtain local government approval depends on the facility provider level, generally Mount Isa has Level 1 facilities which require inspection every three (3) years.

Summary of applications received, approved and fees received for this quarter of 2023-2024 Financial Year:

	Received	Approved	Fees Received
Q1	0	0	\$ 0.00
Q2	0	0	\$ 0.00
Q3	1	2	\$ 1,097.50
Q4	0	0	\$ 0.00
Year to date total:	1	2	\$ 1,097.50

PROPERTY SEARCH REQUESTS

Property Search Requests Received

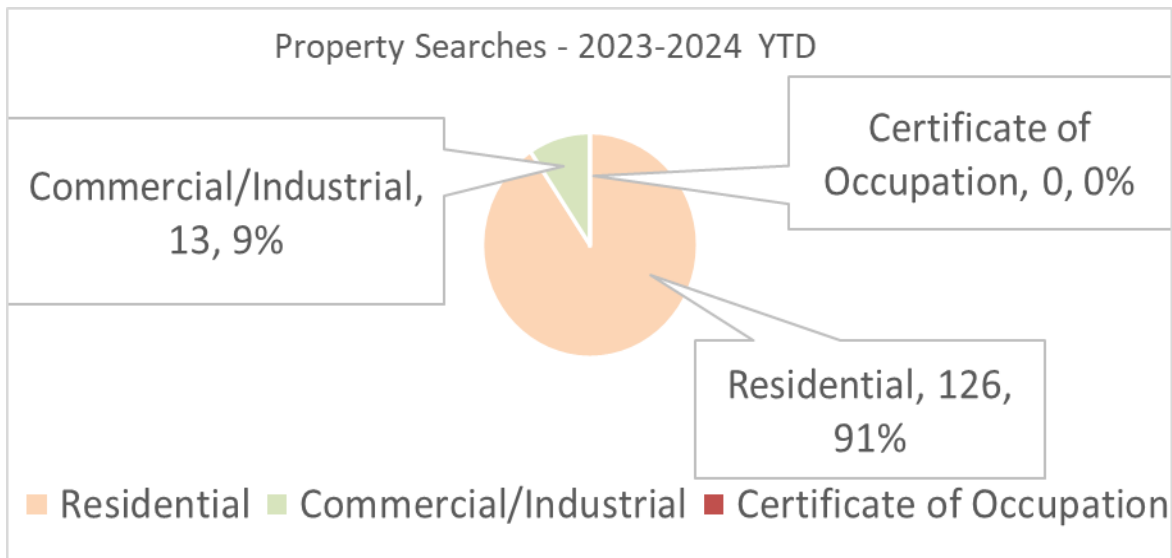
The number of property search requests may provide a general indication of the number of properties being transferred. However, it is important to note that not all property search requests are received from potential purchasers.

Summary of searches received, and fees received for 2023-2024 Financial Year:

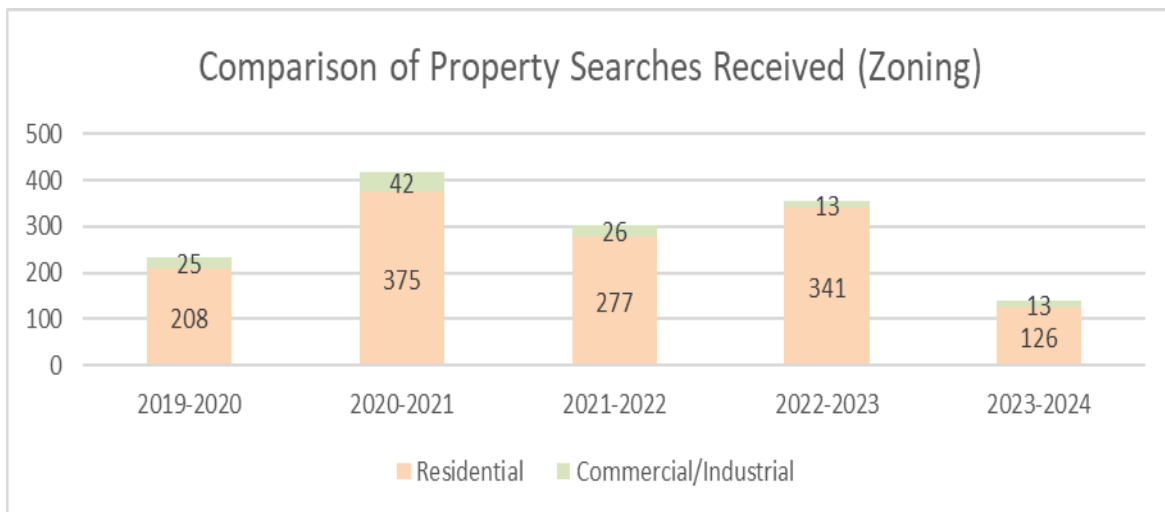
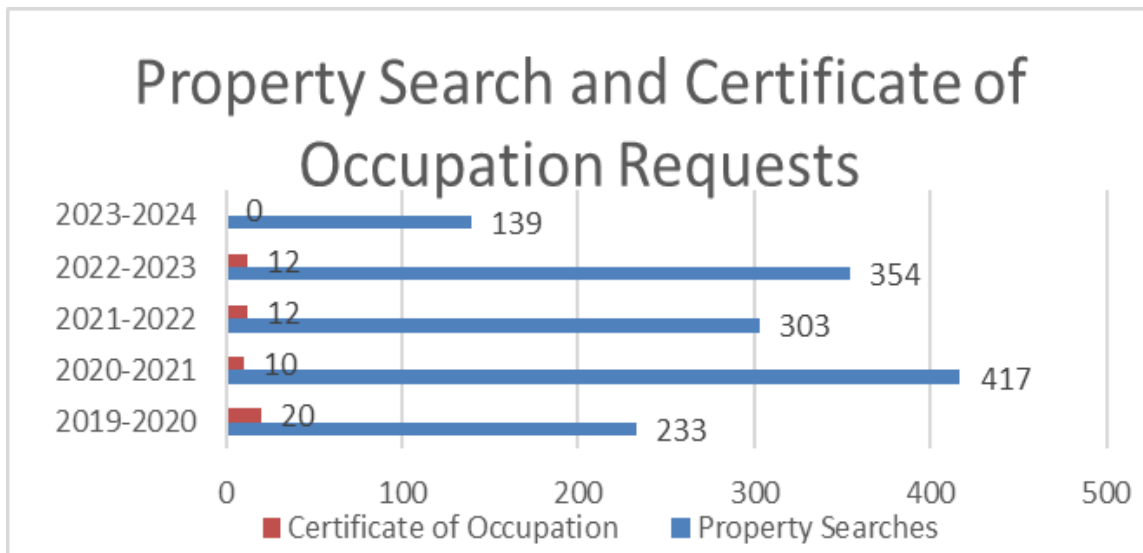
	No. of Property Search Requests Received	No. of Property Search Requests Received	No. of Certificates of Occupation Searches Received	Fees Received
	RESIDENTIAL	COMMERCIAL	(COMMERCIAL)	
Q1	49	5	0	\$ 28,555.00
Q2	23	6	0	\$ 22,815.00
Q3	45	4	0	\$ 14,355.50
Q4				
Total YTD	72	11	0	\$ 65,725.50

Note:

1. *Development and Land Use section do not undertake Rate Searches.*
2. *All Property Search data is based on the application received date for the purposes of consistency (not when the search was issued).*



5 Financial Year - Data Comparison



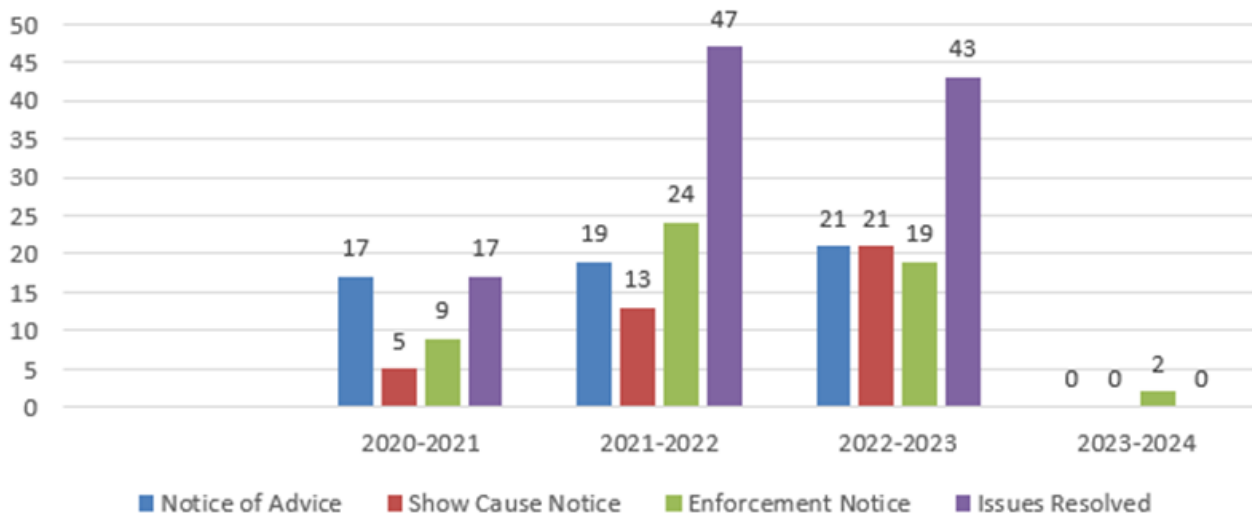
REGULATION

Non-Compliance Notices Issued & Resolved

Summary of Notices issued, and quantity of matters resolved for current Financial Year:

	Notice of Advice	Show Cause	Enforcement	Items Resolved
Q1			1	
Q2			1	
Q3			15	
Q4				
Year to date total:			17	

Regulatory - 3 Year Comparison



Infringement Notices Issued & Paid

Summary of Infringement Notices issued, and monies received from Infringement Notices for current Financial Year:

*No Infringement Notices issued.

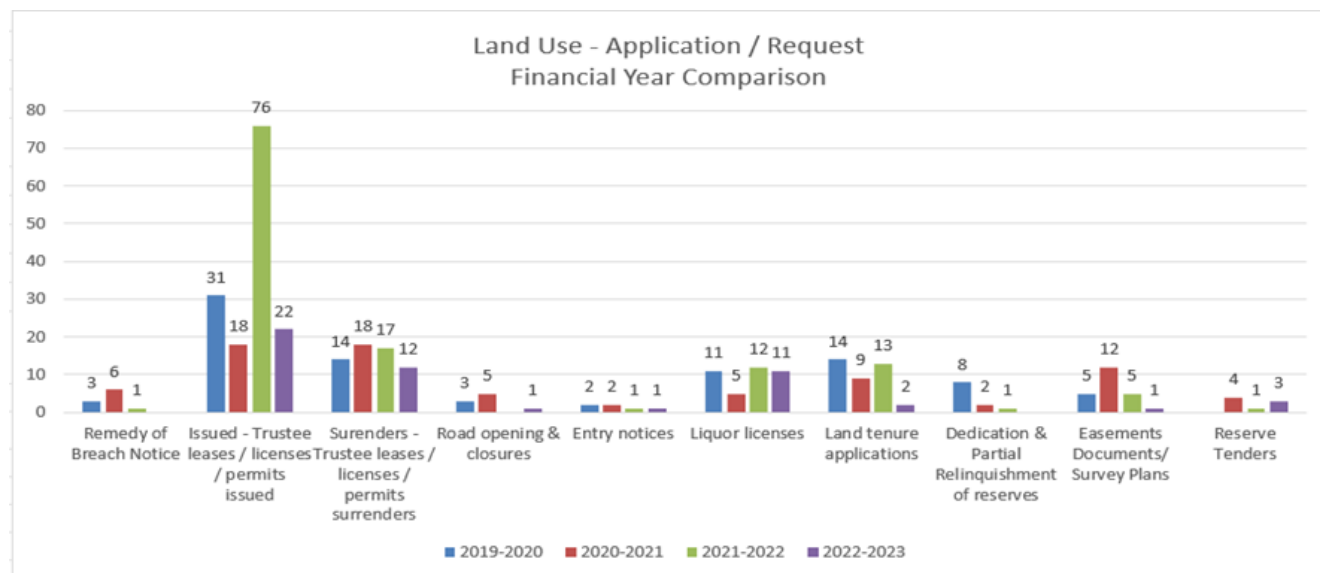
	Infringements Issued	Infringements Paid
Q1	0	0
Q2	0	0
Q3	0	0
Q4	0	0
Year to date total:	0	0

LAND USE / TENURE

Council Trustee Leases

Council received / finalised the following applications / requests for 2023-2024 Financial Year:

Item	Q1	Q2	Q3	Q4	YTD
Remedy of Breach Notice	0	0	0		0
Trustee leases / licenses / permits issued	1	4	5		5
Trustee leases / licenses / permits surrenders	0	1	0		1
Road opening & closures	0	0	0		
Entry notices	0	0	0		
Liquor licenses	0	1	2		1
Land tenure applications	0	1	0		1
Dedication or Partial Relinquishment of reserves	0	0	0		0
Easements Documents/ Survey Plans	0	0	0		0
Reserve Tenders	0	0	0		0



Council Reserve Fees

Mount Isa local government area consists of a vast variety of land tenure arrangements. Council is required to ensure that each parcel is utilised to its best potential to maximise community benefit by providing opportunities and allocate areas for people to participate in sports, recreation, cultural and community activities.

Reserve land (collectively referred to as trust land) is land owned by the State of Queensland under the control of Council as Trustee, such as community purpose, open space (park), sporting, recreation, and grazing reserves.

During Q3, 2023-2024 Financial Year, Council issued Tax Invoices for Horse Paddock Reserve fees totalling \$151,344.

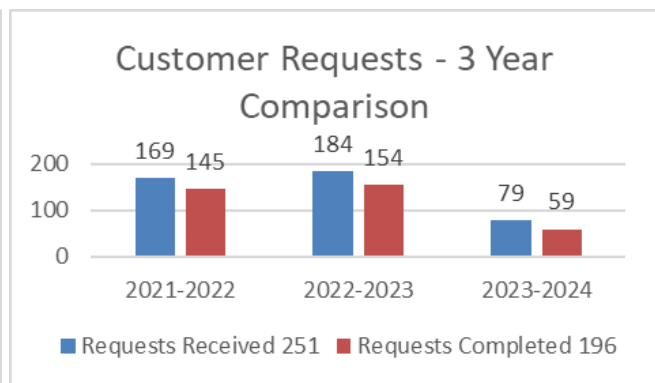
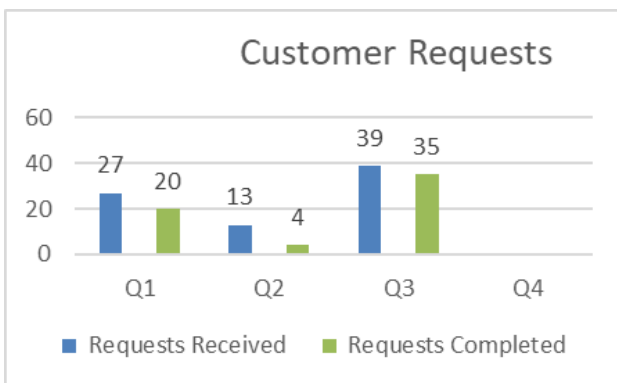
Financial Year Summary	
Quarter	Amount Paid
Q1	\$ 0.00
Q2	\$ 0.00
Q3	\$ 7,591.00
Q4	
Total YTD	\$ 7,591.00

CUSTOMER REQUESTS

Customer Requests Received and Completed

Council received / finalised the following customer requests for 2023-2024 Financial Year:

	Received	Completed
Q1	27	20
Q2	20	4
Q3	39	35
Q4		
Year to date total:	86	59



ATTACHMENTS

Nil

14 INFRASTRUCTURE SERVICES REPORTS**14.1 OUTBACK AT ISA - CARRY OVER REQUEST**

Document Number: 808007

Author: Project Manager

Authoriser: Director Infrastructure Services

Directorate: Infrastructure Services

Portfolio: Works & Engineering, Water & Sewerage, Waste Management

EXECUTIVE SUMMARY

Mount Isa City Council are in the final stages of the design phase for the refurbishment of Outback at Isa Visitor Centre and are seeking approval to proceed with the Phase 2 works to provide all remaining deliverables of the funding agreement.

RECOMMENDATION

THAT Council approve Phase 2 of the Outback at Isa Visitor Centre Refurbishment Design Project, allocating \$192,645.60 (ex. GST) to the 23/24 Capital Works program.

OVERVIEW

Council submitted a successful application under the Local Government Grants and Subsidies Program, receiving funding of \$249,750. A contribution of \$200,250 was required from Council to make up the estimated \$450,000 cost of the project.

On the 16 September 2022, Council received a tender proposal from Aspect Architects for Outback at Isa Visitor Centre detailed design works. On the 9 December 2022 Council entered into a contract for the amount of \$259,105 (inc. GST) with Aspect Architects to deliver phase 1 of the work scope. The total expenditure to date is \$257,354.

For the remaining deliverables of the funding agreement to be closed out and to reach the final acquittal stages, phase 2 of the design works will need to be completed.

Deliverables of phase 2 includes:

- Completion of specifications suitable for construction
- Engineering and building certification
- Survey and geotechnical investigations
- Indigenous experience attraction design
- Kitchen design

No funds was allocated in the current budget.

The expenditure required to complete the remaining phase 1 and phase 2 objectives, and to meet the requirements of the funding agreement is \$192,645.60, based on the tendered rates submitted by Aspect Architects, plus an allowance of \$25,000 for administration and project management costs. This will bring the total contract value of the Aspect Architects contract to \$408,476.25.

BUDGET AND RESOURCE IMPLICATIONS**Funding Round Description:**

The aim of the Local Government Grants and Subsidies Program (LGGSP) is to provide funding assistance to support councils to deliver priority infrastructure and essential services that meet the identified needs of their communities.

These funds are to be acquitted by June 2024.

LINK TO CORPORATE PLAN

Theme:	3.	Services & Infrastructure
Strategy:	3.1	Undertake a review of Council's Services

CONSULTATION (INTERNAL AND EXTERNAL)

The additional works scope and budget was reviewed and discussed within the PCG team for the project.

LEGAL CONSIDERATIONS

- Local Government is charged with the responsibility to provide effective services as per the Local Government Act 2009 – Local Government Principles – Sustainable development and management of assets and infrastructure, and delivery of effective services.

POLICY IMPLICATIONS

N/A

RISK IMPLICATIONS

The project delivery timeframe aligns with the agreed funding milestone deliveries. Delays to reaching milestones can be managed with the contractor, ensuring all dates will be achieved through contractor acceleration programs, including open and transparent communication with the funding body.

HUMAN RIGHTS CONSIDERATIONS

Consideration has been given to all human rights relevant as per Council's Human Rights Policy

ATTACHMENTS

Nil

14.2 TELSTRA HILL RESEAL AND CARPARK STAGE 1 (RFT2023-29)

Document Number: 802273
Author: Manager Major Projects
Authoriser: Director Infrastructure Services
Directorate: Infrastructure Services
Portfolio: Works & Engineering, Water & Sewerage, Waste Management

EXECUTIVE SUMMARY

This report includes the outcome from the public tender (RFT2023-029) for the Design and Construction of Telstra Hill - Car Park and Access (Stage 1) and the recommended award of contract.

RECOMMENDATION

THAT Council award the Telstra Hill Stage 1 RFT2023-029 contract to Oaka Constructions Pty Ltd for the value of \$362,328.06 (Ex GST) and delegate authority to the Chief Executive Officer to negotiate, finalise and enter into the contract.

AND approves the additional \$114,156.06 (ex GST) required in the 23/24 budget to deliver the project.

OVERVIEW

Council intends to commence Stage 1, which is the Telstra Hill Car park and entrance upgrade project at the end of April, strategically aligning with Brilliant Street Carpark Project to generate project management efficiencies across the two projects. Furthermore, a 10% cost reduction can be applied to the civil contract if Brilliant Street and Telstra Hill can be delivered consecutively.

This report summarises the evaluation outcome of the request for quotation, Telstra Hill Stage 1; Carpark works. Award of the contract will enable construction works to commence in April 2024 and completion by July 2024.

BACKGROUND

Telstra Hill is a popular spot for the residents of Mount Isa, located approx. 6.5 kms from the town and is accessible by Barkly highway through a slip lane while going towards Cloncurry. The ingress to the hill is through an existing cattle grid which needs to be retained. At the base of hill on the left-hand side, small segment of the embankment is currently being used as an informal offroad parking by the visitors.

Design

In 2022/2023 Mount Isa City Council conducted a detailed assessment of Telstra hill access road from base to the top and forming the basis of the design, constraints and optioning that was undertaken as part of the

Telstra Hill Issued for Construction detailed design package was complete in 2022/2023.

The project scope is divided into 3 stages, summarized as follows:

Stage 1 Car Park and Entrance Access Road - Programmed 2023/24

- Upgrade the section of road from Telstra Hill entrance, culverts to be extended
- New Carpark to be constructed near the base of Telstra Hill (approx. 2000m²).

Stage 2 Telstra Hill Access Road – Program to be confirmed

- Carry out drainage and civil works to road formation, construct new access road from the proposed car park to the top of Telstra Hill in accordance with detailed design drawings to enable safe pedestrian access from the bottom to the top of the hill (approx. 1.5km).
- Road to be made safe with road signages, line markings, speed bumps and lockable bollards.

Stage 3 the Barkley Highway pedestrian path – Program TBC – Funding required

- Construction of a pedestrian path that will run the northern verge of the Barkley Highway to allow safe pedestrian travel from town to Telstra Hill.

TENDER EVALUATION

On 26th October 2023 MICC utilised the vendor panel arrangement to seek quotations from suppliers to construct for 2023-29 Telstra Hill Car Park and Road Re-Seal (VP381967)

The tender package included stage 1 and stage 2 with Stage 1 being completed within this year's capital works program and options for Council to award stage 2 following the new financial year. Stage 2 (provisional item only) for planning for the 2024/25 capital program.

The following contractors were invited:

- Fulton Hogan – failed to submit
- Shamrock Civil - failed to submit
- Lamont – failed to submit
- Oaka Constructions – total \$372,328.06 (ex GST)
- NQES – failed to submit

The closing date was extended as MICC received zero submissions.

Following the extension, 1 tender submission was received

The tender evaluation panel (TEP) members met to complete an assessment of tenders. The tender evaluation panel consisted of the following representatives:

- Director – Infrastructure Services. Mount Isa City Council
- Manager Major Projects – Infrastructure Services. Mount Isa City Council
- Project manager – Infrastructure Services. Mount Isa City Council

The tender process was completed in accordance with the sound contracting principles detailed in the *Local Government Act 2009* and a tender evaluation and probity plan prepared by Council. The evaluation criteria used for the assessment of submissions comprised:

Tender Assessment criteria	Weighting (%)
(a) Compliance with the requirements of the Request for Quote	10%
(b) Interpretation of Scope	20%
(c) Value for Money	30%
(d) Qualifications and Experience	20%

(e) Available Resources and Delivery Timeframes	20%
---	-----

Each individual panel member assessed and scored each tender submission, prior to coming together to discuss the tender submissions and moderate scoring. On completion of the tender evaluation, only 1 tender submission was received and found to be conforming. The rest failed to submit.

PREFERRED TENDERER

Oaka Constructions Pty Ltd have been selected by the TEP as the preferred tenderer and demonstrate the following benefits in delivering this project:

- Demonstrated experience delivering from small scale to large scale carparks for numerous councils and commercial builders.
- Sufficient financial capacity to meet cash-flow requirements for project delivery.
- Local engagement with sub-contractors and suppliers for concrete, surveying, reinforcement, plumbing, plant hire and electrical supplies.
- Practical completion can be achieved by July 2024, subject to contract award end of April 2024.
- Nil departures from Council's contract terms.
- Discounted budget costs based on value engineering exercise.

The forecasted project timeframe for completion by the nominated contractor is as below:

Milestone/Constraint	Duration/Deadline
Project award	25/04/2024
Design	N/A
Practical completion	28/07/2024
Design	N/A
Practical completion	28/04/2024

BUDGET AND RESOURCE IMPLICATIONS

The capital expenditure allowed for the 2023/2024 program was \$350,00, and the total project cost submitted by Oaka Constructions is \$372,328.06 (Ex GST), less \$10,000 deduction based on Value Engineering with Brilliant Street Car park award.

The proposed budget to deliver the project is detailed below, Contingency factor of 10% has been considered in the project budget.

Contractor costs	\$362,328.06 (Ex GST)
Project contingency	\$36,328 (10%)
Project Management (By MICC) (based on Brilliant St and Telstra Hill being delivered with Brilliant St)	\$15,500
Total Project Costs	\$414,156.06 (Ex GST)

To deliver Separable portions 1 and 2 forecasted budget of \$2.5m was presented to Council, allowing \$350k for the separable portion 1 and the remaining the following year dependant on capital works budgets.

No funding is secured for this project presently, Council will need to supplement the entire project cost of \$414,156.06 unless funding is sourced.

LINK TO CORPORATE PLAN

Theme:	3.	Services & Infrastructure
Strategy:	3.1	Undertake a review of Council's Services

CONSULTATION (INTERNAL AND EXTERNAL)

Local Buy

LEGAL CONSIDERATIONS

NIL

POLICY IMPLICATIONS

NIL

RISK IMPLICATIONS

The key risk implications and mitigations for award of this contract include:

Item	Risk	Mitigation
1	Contract prices increase due to unforeseen variations during civil construction.	Scope is well defined. Contingency of 10% of contract price to accommodate variation risks Council project manager during construction
2	Contractor costs exceeded Council approved capital budget from last year.	Request council approval for escalated budget for augmented equipment before awarding tender.

HUMAN RIGHTS CONSIDERATIONS

Consideration has been given to the protected human rights as per Council's Human Rights Policy.

ATTACHMENTS

Nil

15 GENERAL BUSINESS

Nil

16 CONSIDERATION OF CONFIDENTIAL BUSINESS ITEMS**RECOMMENDATION**

THAT Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 254J of the Local Government Regulation 2012:

16.1 Audit and Risk Management Committee Meeting Minutes dated 21 February 2024 - Unconfirmed

This matter is considered to be confidential under Section 254J - (c) and (f) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with the local government's budget and matters that may directly affect the health and safety of an individual or a group or individuals.

16.2 Variations to 2022 & 2023 DRFA Restoration Works

This matter is considered to be confidential under Section 254J - (g) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.
