



# ADDENDUM

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**Meeting:** General Meeting

**Date:** Wednesday, 24<sup>th</sup> April 2024

**Location:** **Council Chambers,  
Georgetown**

**Commencing:** **9.00am**

**Councillors:** Cr Hughes  
Cr Royes  
Cr Tincknell  
Cr Ryan  
Cr Carroll

## Agenda Attached

A handwritten signature in black ink, appearing to read 'Ken Timms'.

Ken Timms PSM  
CHIEF EXECUTIVE OFFICER

## **Local Government Act Qld 2009**

Section 4(2) of the *Local Government Act Qld 2009* state that the local government principles are:

- a) Transparent and effective processes, and decision-making in the public interest
- b) Sustainable development and management of assets and infrastructure, and delivery of effective services
- c) Democratic representation, social inclusion and meaningful community engagement
- d) Good governance of, and by, local government
- e) Ethical and legal behavior of councilors and local government employees

## **Local Government Regulation 2012**

Section 254(J) Closed meetings:

- (1) A local government may resolve that all or part of a meeting of the local government be closed to the public.
- (2) A committee of a local government may resolve that all or part of a meeting of the committee be closed to the public.
- (3) However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its Councillors or members consider it necessary to close the meeting to discuss one or more of the following matters –
  - a) The appointment, dismissal or discipline of a chief executive officer
  - b) Industrial matters affecting employees
  - c) The local government's budget
  - d) Rating concessions
  - e) Legal advice obtained by the Council or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government
  - f) Matters that may directly affect the health and safety of an individual or group of individuals
  - g) 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
  - h) Negotiations relating to the taking of land by the local government under the *Acquisition of Land Act 1967*
  - i) A matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State
  - j) An investigation report given to the local government under chapter 5A, part 3, division 5 of the Act.
- (4) However, a local government or a committee of a local government must not resolve that a part of a local government meeting at which a decision mentioned in section 150ER(2), 150ES(3) or 150EU(2) of the Act will be considered, discussed, voted on or made to be closed.
- (5) A resolution that a local government meeting be closed must –
  - a) State the matter mentioned in subsection (3) that is to be discussed; and
  - b) Include an overview of what is to be discussed while the meeting is closed. meeting be closed must state the nature of the matters to be considered while the
  - c) meeting is closed.
- (6) A local government or a committee of a local government must not make a resolution (other than a procedural resolution) in a local government meeting, or a part of a local government meeting, that is closed.

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# Etheridge Shire Council

## CHIEF EXECUTIVE OFFICER

### Briefing Report

#### 1 Update

Welcome to my April 2024 "Briefing" Report.

Congratulations to the newly elected Council and from the Executive Team, we look forward to working with you all over the next four years. We also look forward to assisting you in delivering your objectives and strategies as outlined in Council's Corporate Plan, Operational Plan and Budget.

On an operational front, the weather has finally cleared and we should now be able to work full steam ahead to completing projects on time and within budget.

#### 2 Operational Plan Matters

Operationally Council has progressed well through the strategies set by Council and update on the outcome for the 23/24 financial year is in your agenda.

Special projects are still being managed as follows.

1. Robert Jaggar – remotely (will now be undertaken by DES and his team)
  - a. Housing (Independent Living and Staff housing)
2. Justin Fischer - remotely
  - a. Charleston Dam and fish ladder.
3. Both of these areas will managed by the Director Engineering Services going forward.

Resourcing personnel is becoming a major issue.

- Some works may have to be deferred.

#### 3 Evolving Issues

Work Health & Safety, Federal Accreditation, National Heavy Vehicle – Fatigue Management and Charleston Dam audits and Earth Check accreditation over the next 3 months.

#### 4 Projects

I am currently working on the following projects, and if you have any comments do not hesitate to ask.

- **Charleston Dam – Justin Fischer and DES**
  - Alterations of land tenure (actual water footprint) has Native Title considerations.
  - Regulator issues
    - Certification
    - Risk study has been commissioned
    - OMP and EAP annual reviews
    - An annual disaster exercise has to be undertaken
  - Reestablishment of the Fish ladder is also pending
- **Ewamian People**
  - Access to the cultural site is being surveyed for registration
  - Outcomes from the meeting held on the 10<sup>th</sup> April
  - Others

- **Economic Development Plan – Belinda Down**
  - Status of an Economic Development Strategy
    - Working with State Development to develop a new Strategy for the shire
    - It will be presented to the new Council for consideration.
  
- **Road User Agreements**
  - Genex/wind farm
  - Savannah Goldfields / Cobbold Gorge
  - Quartz mine
  
- **Road works and funding**
  - Amount of pending work and ability to deliver should be looked at closely
  
- **QRA Flood Damage – Shepherd Services – Clinton Mervis**
  - **Gravel Pits**
    - Council is currently working through the new arrangements
  - **Update of current and previous works**
    - 23 event - Program to finalise the schedule of works
    - The new 23/24 event
  
- **Developments – Liz Taylor**
  - FNQ Regional Plan
    - Currently working on same, with a view to finalise before October 24
  - Industrial Subdivision
    - Working with RPS. This is proposed under an amendment to the planning scheme
  - Genex / Powerlink
    - Current Road User agreement and fulfilling conditions
    - Meeting with the Coordinator General of a proposal for a Wind Farmt
  - Green Poly - Quartz Mine
    - Meeting with the Coordinator General, re Mt Surprise impacts
  - Future of other Gold / Mining exploration
  - Caravan park and industrial land in Mt Surprise
  - Extension to fuel outlet in Georgetown
  
- **Tourism Master Plan – Griffith, Brent Moyle and Co.**
  - Funded projects
    - Master Plan – Totems, Entrance Signs and Pavilions
    - Funding application for Growing Our Region
    - Building Bush Tourism application – Cumberland Bird Hides
    - Funding application submitted for Casey’s Rest
  
- **The Lynd Drop-in Centre**
  - Subject to an assessment of this Centre and land tenure issues, Land Tenure offer has been received and Council need to make a decision to procure same. From there Management will scope out works and arrange to undertake same.
  
- **Use of Council Land**
  - Cobbold Gorge use of Charleston Dam
  - This would be an application under Council’s Local Law
  
- **Rodeo Grounds – Georgetown**
  - Subject to the Industrial Estate in Georgetown.

## 5 Calendar of Events

### Over the past month

- |                                      |               |                       |
|--------------------------------------|---------------|-----------------------|
| • 13 <sup>th</sup>                   | Board Room    | Council Meeting       |
| • 14 <sup>th</sup>                   | Board Room    | Depart Sport and Rec  |
| • 14 <sup>th</sup>                   | Board Room    | Earth Check Audit     |
| • 18 <sup>th</sup> -19 <sup>th</sup> | Leave         |                       |
| • 20 <sup>th</sup>                   | CEO Office    | Safety audit          |
| • 21 <sup>st</sup>                   | CEO Office    | Industrial land       |
| • 22 <sup>nd</sup> -25 <sup>th</sup> | Sports Centre | QFES                  |
| • 28 <sup>th</sup>                   | Shire Hall    | Post Election Meeting |
| • 28 <sup>th</sup>                   | Board Room    | Post Election Meeting |

- 28<sup>th</sup> Board Room Oly Homes
- 29<sup>th</sup>-1<sup>st</sup> Easter
- 2<sup>nd</sup> Board Room Andrew Kerr
- 2<sup>nd</sup> CEO Office GSD Board Meeting
- 3<sup>rd</sup> Board Room Special Meeting & Workshop
- 5<sup>th</sup> CEO Office NWQROC Meeting
- 8<sup>th</sup>-12<sup>th</sup> Council LGM Safety Audit
- 10<sup>th</sup> Sport Centre Ewamain People Board Meeting
- 10<sup>th</sup> Board Room Councillor workshop
- 15<sup>th</sup> Sport Centre Councillor workshop
- 16<sup>th</sup>-19<sup>th</sup> Brisbane LGAQ Mayors and CEOs
- 18<sup>th</sup> Cairns FNQROC Meeting
- 22<sup>nd</sup> Council Road Run
- 24<sup>th</sup> Board Room Council Meeting

**Next month**

- 25<sup>th</sup> Anzac Day Various
- 30<sup>th</sup>-2<sup>nd</sup> Charleston Dam Audit
- 8<sup>th</sup>-10<sup>th</sup> Cloncurry NWQROC meeting
- 15<sup>th</sup> Board Room Council Meeting

**6**

**Other**

Nil

Ken Timms PSM  
CHIEF EXECUTICE OFFICER



**General Meeting      24th April 2024**

<b>Subject</b>	Offer for issue of a Deed of Grant over part of Lot 4 on Crown Plan CD35
<b>Classification</b>	Open
<b>Author</b>	Ken Timms PSM

EXECUTIVE SUMMARY

Council received an offer for issue of a Deed of Grant over part of Lot 4 on Crown Plan CD35 from the Department of Resources on 2<sup>nd</sup> April 2024. This land is currently leased by Council for the operation of the Lynd Medical Centre. The Department of Resources requires a response by 1<sup>st</sup> May or the offer lapses.

RECOMMENDATION

That Council resolve to:

- Respond to Department of Resources by 1<sup>st</sup> May 2024 accepting the Offer of Issue of Deed for part of Lot 4 on Crown plan CD35
- Pay the prescribed purchase amount of \$17550.34

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BACKGROUND

Council currently leases part of Lot 4 CD35 for the operation of the Lynd Medical Centre. Negotiations were completed in previously years for the purchase of the parcel of land on which the Lynd Medical Centre is located. Council has recently received correspondence regarding the acquisition of the land and requires a decision by Council by 1<sup>st</sup> May 2024.

LINK TO CORPORATE PLAN

Corporate Aim No. 4: Quality social infrastructure makes the shire a desirable place to live  
 Outcome No. 4.2: An invigorated Community with a variety of multi-age services.

BUDGET & RESOURCE CONSIDERATIONS

Sufficient funding in the 2023/24 budget to acquire the land.

LEGAL CONSIDERATIONS

Nil.

POLICY IMPLICATIONS

Nil.

CONSULTATION

Please consult Council’s Community Engagement Policy in conjunction with the IAP2 Spectrum for guidance.

Consultation	Tick	Policy Consideration	Action
<b>No consultation required</b>	<input checked="" type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.
<b>Inform</b>	<input type="checkbox"/>		
<b>Consult</b>	<input type="checkbox"/>		
<b>Involve</b>	<input type="checkbox"/>		
<b>Collaborate</b>	<input type="checkbox"/>		
<b>Empower</b>	<input type="checkbox"/>		

RISK ASSESSMENT

Risk Assessment Outcome: Low

CONSEQUENCE					
LIKELIHOOD*	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5

A (Almost certain)	H	H	E	E	E
B (Likely)	M	H	H	E	E
C (Possible)	L	M	H	E	E
D (Unlikely)	L	L	M	H	E
E (Rare)	L	L	M	H	H

**Report Prepared By:**

**Report Authorised By:**

**Renee Bester**

Ken Timms PSM

**Date: 19<sup>th</sup> March 2024**

Date: 19<sup>th</sup> March 2024

ATTACHMENTS

- Letter from department of resources including offer and maps





Queensland  
Government

Department of Resources

Author: Graeme Geisler  
File / Ref number: 2022/001566  
Directorate / Unit: Land and Surveying Services  
Phone: 4447 9150

**2 April 2024**

Etheridge Shire Council  
PO Box 12  
**GEORGETOWN QLD 4871**

Dear Sir,

**Offer for issue of a Deed of Grant over part of Lot 4 on Crown Plan CD35 shown as Lot A on Ausnorth Consultants drawing 21034/ROL/01**

Reference is made to previous correspondence.

It is advised that approval will be sought for the issue of a Deed of Grant over part of Lot 4 on Crown Plan CD35 and shown as Lot A on Ausnorth Consultants drawing 21034/ROL/01, subject to the terms and conditions as set out in the attached **Offer to issue a Deed of Grant (1.1) over unallocated State land under the *Land Act 1994*, Conditions and notification of acceptance of offer form** and compliance with the requirements of that offer.

The attached form duly signed, together with payment of all required monies, being the amount of **\$12,550.34**, must be returned to the Department by close of business on **1 May 2024**, otherwise this offer lapses.

Payment of the sum of **\$12,550.34** together with a copy of the offer account can either be sent to PO Box 15216 City East Qld 4002 or PO Box 937, Cairns Qld 4870.

Any other documentation (e.g., the signed Offer - Conditions and notification of acceptance of offer form etc.) must be sent to PO Box 937, Cairns Qld 4870.

All other conditions of this offer, including payment of the balance amount on the offer account, (i.e., less any of the required money paid) being the amount of **\$5,000.00**, must be satisfied by close of business on **2 July 2024** otherwise this offer lapses.

Payment of the balance amount together with a copy of the offer account can either be sent to PO Box 15216 City East Qld 4002 or PO Box 937, Cairns Qld 4870. Any other documentation (e.g., the survey plan etc.) must be sent to PO Box 937, Cairns Qld 4870.

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Postal Address:  
Resources Hughenden  
PO Box 937  
Cairns Qld 4870

Telephone: 4447 9150

If you believe you will be unable to comply with **any** of the conditions of this offer by the specified date, you should apply in writing for an extension of time. Any application for an extension of time should be made **before** the offer lapses and must address the following -

- what action you have taken to comply with the offer conditions; **AND**
- why the conditions cannot be complied with by the due date; **AND**
- the time for which the extension is requested, including reasons for the amount of time required.

If you **do not apply** for an extension of time and **the offer lapses**, a new application and application fee will be required. If you make a new application, the matter will be re-investigated and a new decision will be made that will include re-assessment of the land value and all conditions and requirements applicable to the dealing. This re-assessment may also result in the application being refused.

**Note** - Sections 403R to 403U of the Land Act states that if an offer is not accepted in writing within the stated offer period, the offer lapses. An application to extend the stated offer period may be made at any time before the offer period ends.

Once the offer period ends, an application may only be made once within **42 days** after the offer period ends. Where an application is made after the offer period ends but within the following 42-day period, the time can only be extended once and where exceptional circumstances exist.

No applications for extension of time made after the 42-day period referred to in section 403R of the Land Act will be considered.

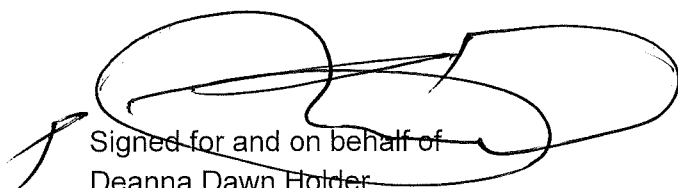
The purchase price of **\$15,000.00** (exclusive of GST) is subject to the appeal provisions outlined in section 19 of the Land Regulation 2020. Should you wish to appeal the Minister's determined purchase price, you must submit a completed Form LA14 – Application for an Internal review of an original decision (with the relevant application fee), no later than the **14 May 2024**. The initial review of the purchase price (an internal review) is a pre-requisite to your proceedings to the Land Court at a later date if you determine to do so.

If you wish to discuss other matters in this letter, please contact Graeme Geisler on 4447 9150.

All future correspondence relative to this matter is to be referred to the contact Officer at the address below or by email to [LASSLSteam1enq@resources.qld.gov.au](mailto:LASSLSteam1enq@resources.qld.gov.au). Any hard copy correspondence received will be electronically scanned and filed. For this reason, it is recommended that any attached plans, sketches or maps be no larger than A3-sized.

It is recommended that you seek independent legal advice with regard to this offer.

Yours sincerely



Signed for and on behalf of  
Deanna Dawn Holder  
Principal Land Officer  
a duly authorised delegate of the Minister under the current Land Act (Ministerial) Delegation



# Offer to Issue a Deed of Grant (1.1) over unallocated State land under the *Land Act 1994* - Conditions and notification of acceptance of offer

The department's reference number: 2022/001566

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## 1. OVERVIEW

Subject to compliance with the conditions of the offer as set out in Part 2 below, the Minister makes this offer to issue a Deed of Grant over a parcel of land to be excised from Lot 4 on Crown Plan CD35 and as shown as Lot A on Ausnorth Consultants drawing 21034/ROL/01, in accordance with the provisions contained in Chapter 4, Part 1, Division 2 of the *Land Act 1994* (Land Act).

Your completion and return of this form which contains the offer to issue a deed of grant in accordance with the provisions of the Land Act ('the offer') together with payment of the attached account within the offer period will for the purposes of the Land Act constitute acceptance of:

1. the offer; and
2. the subsequent issue of tenure on the terms and conditions stated in this form,  
(refer to section 122 of the Land Act).

### **Definitions and interpretation:**

"offer period" means the length of time stated in this form, or if no time is stated, 3 months (see section 403R of the Land Act).

Terms or phrases used in this form may be defined in the Land Act.

ALL of the conditions contained in Part 2 (both Parts A and B) below MUST be complied with before the offer period ends otherwise this offer will lapse (see sections 403T and 403U of the Land Act).

Note - the Governor's approval for the issue of a Deed of Grant will be sought only if you decide to accept and comply with all conditions of the offer.

A Deed of Grant is issued subject to all reservations required or authorised under the *Land Act 1994* or any other Act. All the minerals (as defined by the Mineral Resources Act) and all the petroleum (as defined by the *Petroleum Act*) on and below the surface of the land are reserved to the State. The State also reserves quarry material (as defined by the *Forestry Act*) on and below the surface of the land in accordance with the *Land Act 1994*.

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## 2. CONDITIONS OF OFFER

Subject to the provisions of the Land Act, this offer will be deemed accepted by you once you comply with the conditions below (both Part A and Part B).

### **PART A - Payments**

The following payments must be made by the specified time, with the Resources Hughenden Office or to PO Box 15216, City East Qld 4002.

Any other documentation (e.g., the signed Offer - Conditions and notification of acceptance of offer form etc.) must be sent to PO Box 937, Cairns Qld 4870.





PAYMENT REQUIREMENTS		DUE BY
Payment of deposit	<b>\$12,550.34</b>	<b>1 May 2024</b>
Payment of balance amount	<b>\$5,000.00</b>	<b>2 July 2024</b>

A copy of the account should be returned to the department along with your deposit. Payment of the deposit together with a copy of the offer account can either be sent to PO Box 15216 City East Qld 4002 or PO Box 937, Cairns Qld 4870.

Any other documentation (e.g., the signed Offer - Conditions and notification of acceptance of offer form etc.) must be sent to PO Box 937, Cairns Qld 4870.

The following must also be satisfied and returned along with the payment of the deposit as detailed above to the department by close of business on **1 May 2024**, otherwise this offer will lapse –

- (i) Completion and return of the appropriate application forms, LA00 and LA10 attached to this offer
- (ii) completion of this form by all current registered tenure holders and return of this completed form to the department.
- (iii) Notice of GST Withholding Obligation form for your attention.
- (iv) Execution of the attached Form LA16 – Partial Surrender of an area from Lot 4 on Crown Plan CD35, signed by the lessee, Ian James Masterson

**PART B - All remaining conditions of the offer**

The following conditions of this offer to issue a deed of grant must be completed by close of business on **2 July 2024** otherwise this offer lapses –

1. Payment of balance amount, being **\$5,000.00** as detailed in Part 2A above. A copy of the account should be returned to the department along with your payment. Payment of the balance amount together with a copy of the offer account can either be sent to PO Box 15216 City East Qld 4002 or PO Box 937, Cairns Qld 4870. Any other documentation (e.g., the survey plan etc.) must be sent to PO Box 937, Cairns Qld 4870.
2. Preparation by a licenced consulting cadastral surveyor of a survey plan suitable for the issue of a deed over an area shown as Lot A on Ausnorth Consultants drawing 21034/ROL/01 and the balance area of Lot 4 on Crown Plan CD35 together with a completed Form 18A – Lessee’s consent to the registration of the survey plan.
3. Written consent, by way of Form 18 – General Consent to the registration of the required survey plan, of all persons with a registered interest in the lease land being:
  - o Rabobank Australia Limited, mortgagee under mortgage dealing number 720289371
  - o Ergon Energy Corporation Limited (as successor in law to Far North Queensland Electricity Board), resumption easement holder under easement dealing number 602802001
  - o Queensland Electricity Transmission Corporation Limited (as successor in law to Queensland Electricity Commission), resumption easement holder under easement dealing number 602802002 and as transferred by dealing number 7034371336
  - o Queensland Electricity Transmission Corporation Limited, easement holder under easement dealing number 722292249



All conditions of this offer must be satisfied by close of business on **2 July 2024** otherwise this offer lapses.

If you believe you will be unable to comply with any of the conditions of this offer by the due date, you should apply in writing for an extension of time. Any application for extension of time is to be made **before** the offer lapses and must address the following -

- what action you have taken to comply with the offer conditions; **AND**
- why the conditions cannot be complied with by the due date; **AND**
- the time for which the extension of time is requested, including reasons for the amount of time required.

Note –

If you fail to apply for an extension of time and this offer lapses, you may apply to extend the offer period within 42 days after the offer period ends where it is considered that exceptional circumstances exist. The offer period may be extended once only. If an extension of time is granted the department has discretion to amend the offer in respect of the purchase price in the way provided by the Land Regulation 2020 (see s.403V of the Land Act).

Outside of the 42-day timeframe a fresh application and fee will be required and will be treated by the department as a new application, requiring re-investigation and assessment of the purchase price, conditions etc.

### 3. PARTICULARS OF LAND

**Tenure Type -** Deed of Grant

**Description -** Part of Lot 4 on Crown Plan CD35 shown as Lot A on Ausnorth Consultants drawing 21034/ROL/01

**Area (ha) -** 0.1200 (to be confirmed by the survey plan)

### 4. TENANCY DETAILS

The holders of the Deed of Grant are to be recorded as:-

**NAME**

**Etheridge Shire Council**

**COMPANY ABN No.** (where applicable)

**57 665 238 857**

Sole Tenant

Joint Tenants

Tenants in Common

**POSTAL ADDRESS** of person or Company to whom correspondence is to be addressed

**Please insert, used for Land Tax purposes**

**Town/City:**

**State:**

**Postcode:**

### 5. PURCHASE PRICE

The purchase price has been determined at **\$15,000.00** exclusive of GST and is subject to payment of all associated costs.

The Purchase Price comprises an amount equal to the total of the -

- unimproved value of the land; and
- market value of any commercial timber that is the property of the State on the land (if applicable); and
- the value of the improvements on the land (if applicable).

**Note -** If an extension of time is granted to comply with the department's requirements of offer, it should be noted the purchase price is subject to review and you will need to pay any revised purchase price and increase in associated fees as a condition of offer.

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## 6. GOODS AND SERVICES TAX (GST)

Goods and Services Tax (GST) is payable on all land transactions in accordance with *A New Tax System (Goods and Services Tax) Act 1999* unless it is an input taxed supply under Division 40 or specifically exempted from GST under Division 38 of that Act.

GST Withholding requirements may apply to the transaction. If GST Withholding requirements applies to your application please contact the Australian Tax Office on 13 28 65 or visit their website: [GST at settlement | Australian Taxation Office](#) for more information.

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## 7. TAX INVOICE

A tax invoice for obtaining a Deed of Grant will be issued to Etheridge Shire Council within 28 days of the date of the issue of the deed.

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## 8. SURVEY PLAN REQUIREMENTS

The department requires a plan to be prepared at Council's expense to satisfy the requirements of this offer and arrangements should be made with a Consulting Cadastral Surveyor to prepare the plan.

The survey plan can be prepared in digital format or in paper format. Your consulting cadastral surveyor must confirm and ensure the preparation of a digital plan for this dealing under the Land Act is suitable for lodging and registration in Titles Queensland.

The plan must be suitable for the issue of a deed over an area shown as Lot A on Ausnorth Consultants drawing 21034/ROL/01 and the balance area of Lot 4 on Crown Plan CD35.

Your Consulting Cadastral Surveyor should contact the department's Principal Surveyor or Senior Surveyor, Resources Townsville or Cairns Offices, if there are any questions or concerns in relation to any survey or plan requirements.

Note - The purchase price may be subject to change once a survey has been completed and the final area is available. You will be advised if the purchase price is revised.

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## 11. FOREIGN OWNERSHIP

Your attention is drawn to the requirements of the *Foreign Ownership of Land Register Act 1988* that a foreign person, as defined in that Act or a trustee of a foreign person, must lodge a notification for each interest acquired. Notification is by lodging a Form 25 – Foreign Ownership Information form in [Titles Queensland](#). No fee is payable and further enquiries can be directed to Titles Queensland, phone (07) 3497 3479.

You can also contact the [Queensland Revenue Office](#) for more information concerning Foreign Ownership on 1300 300 734.

If you are a permanent resident of Australia, and Australian Citizen or wholly owned Australian Company, there is no need for you to take further action regarding Foreign Ownership.

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## 12. ABORIGINAL OR TORRES STRAIT ISLANDER CULTURAL HERITAGE

The main purpose of the *Aboriginal Cultural Heritage Acts 2003* and the *Torres Strait Islander Cultural Heritage Act 2003* is to provide effective recognition, protection and conservation of Aboriginal and Torres Strait Islander cultural heritage. These Acts also require anyone who carries out land use activities to exercise a duty of care.

The duty of care guidelines has been developed to assist land users assessing reasonable and practicable measures for meeting the cultural heritage duty of care. The guideline and other information is available at the web site <https://www.dsdsatsip.qld.gov.au/our-work/aboriginal-torres-strait-islander-partnerships/culture/aboriginal-torres-strait-islander-cultural-heritage> .

Any enquiries should be directed to the Cultural Heritage Unit on 1300 378 401 or email [cultural.heritage@dsdsatsip.qld.gov.au](mailto:cultural.heritage@dsdsatsip.qld.gov.au).

## DECLARATION

The information provided in this form and any attachments is authorised under the *Land Act 1994* and is being used to process your application. The department will endeavour to maintain the confidentiality of information relating to your application. However, consideration of your application may involve consultation with other parties and if so, details of your application may be disclosed to third parties. This information will not otherwise be disclosed outside of the department unless required or authorised by law such as under the *Right to Information Act 2009*. If the proposed tenure issues, the details of the tenure, including the registered owner will be registered in the Land Registry which is available to the public to search.

We accept the conditions of the offer and the purchase price and note that this acceptance shall not be effective until we have complied with the conditions of the offer within the time specified.

### DECLARATION BY A CORPORATION

Executed for and on behalf of:

**Corporation name**

**Etheridge Shire Council**

If a Corporation then record  ACN  ARBN  ABN

**57 665 238 857**

In accordance with section 127 of the *Corporations Act 2001*,

**Name(s), Title(s) and Signature(s) of authorised person(s)**

**Dated**

**day of**

**Year**

**Note: Execution –**

**Corporation** - Be signed by two persons, both of whom are authorised officers of the corporation; or be signed by one person who is the sole director and the sole secretary (or other authorised officer) of the corporation. The signatories must show their designation(s) typed or printed legibly adjacent to their signature(s).

**Attorney** - Where an attorney or other agent executes this form on behalf of a corporation or individual/person, the form of the execution must indicate the source of this authority and a certified copy of the authority must be provided to the department. A witness is only required for an attorney or other agent where the source of the authority requires a witness.

**Organisations and Incorporated Associations** - see the [Qld Land Title Practice Manual](#) at [Titles Queensland](#) for execution requirements.

**In relation to this offer to issue a deed of grant, it is recommended you seek independent legal advice.**

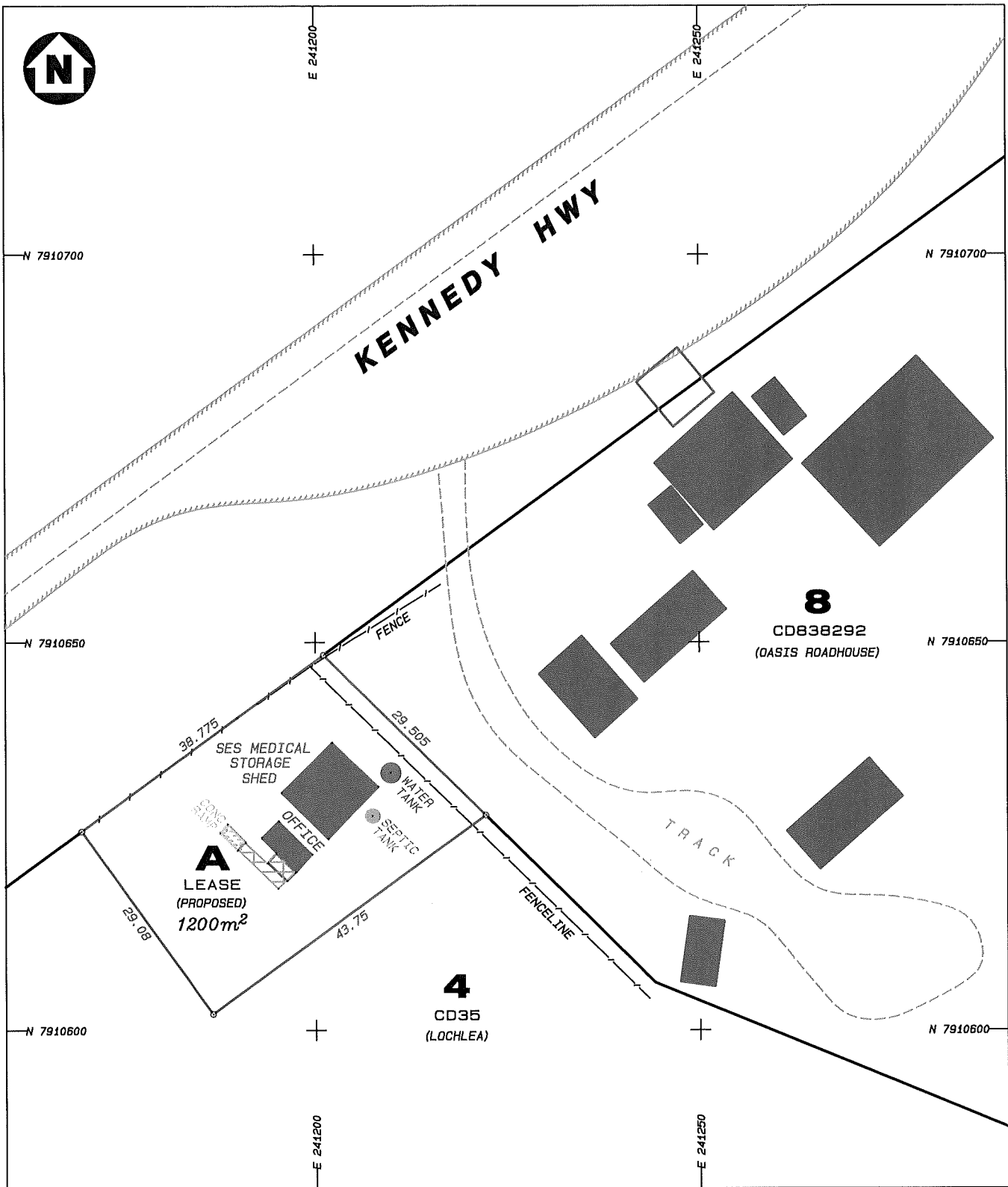
**Postal:**

Resources Hughenden  
PO Box 937  
Cairns Qld 4870

**Email:**

LASSLSteam1enq@resources.qld.gov.au  
**Telephone:** 4447 9150

**END DOCUMENT**



**EXPLANATORY NOTES:**

- Boundaries shown hereon have been determined via connection to a minimum of survey marks only are shown here for planning purposes only.
- Final bearings, distances and areas subject to field survey.
- Reticulated infrastructure (power, water sewer & telcomms) locations are approx. only. The relevant authorities should be contacted prior to any excavation, demolition or construction works.
- This plan has been prepared to aid in the Local Government evaluation of a Development Application and must not be used for any other purpose.

PO Box 38  
 MACHANS BEACH QLD 4878  
 B: (07) 4037 0144  
 F: (07) 4037 0166  
 M: 0427 570 100  
 E: B.Lane@aunorth.com.au

**SURVEYING  
 PLANNING  
 MINING  
 PROPERTY  
 ENGINEERING**

This plan depicts a proposed Term Lease Application only and as such is not registered. Subsequent registered or other surveys in the area may affect the boundary definition shown on the plan. Any such boundary definition differences are beyond the control of Aunorth Consultants Pty Ltd who can accept no responsibility or liability for such differences.



**PROPOSED LEASE A**  
 in PART of LOT 4 on CD35  
 VIA KENNEDY HWY

PARISH UGA  
 COUNTY COPPERFIELD  
 LOCALITY CONJUBOY  
 LGA ETHERIDGE S.C.

DWG. No  
**21034/ROL/01**

.....  
 Cadastral Surveyor/  
 Director  
 Date

MGA94 (ZONE 55) VIDE ATK GPS MERIDIAN	1 of 1 SHEET	COORDINATE DATUM MGA94 VIDE PSM16616	7860-33414 MAP REF	CONTOUR INTERVAL N/A	1: 500 (A3) SCALE	2021/21034 SES 1306 ARCHIVED
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REV



# Offer Account

(This is not a Tax Invoice)

Issued



Queensland  
Government

Department of Resources

**Payment Reference:** 642893  
**Offer Account Date:** 02/04/2024  
**Enquiry Reference:** 2022/001566/4  
**Account No:** 2204001566  
**Account Due Date:** 01/05/2024

**Applicant:** Etheridge Shire Council  
P.O. Box 12  
Georgetown QLD 4871  
Australia

**ABN No.** 57 665 238 857

**ACN/ARBN No.**

Item Description	Quantity	Amount (\$)	Amount Due (\$)
Total Sale Price (GST Incl if applicable)	1	16500.00	
Property Value (Taxable, GST Excl)	1	15000.00	15000.00
GST on Taxable Property Value	1	1500.00	1500.00
Conveyance/Stamp Duty (GST Exempt)	1	172.50	172.50
Deed Fee (Div 81)	1	81.46	81.46
Application Fee (Div 81)	1	314.71	314.71
Plan Lodgement Fee (Div 81)	1	481.67	481.67
<b>Total Payable at Acceptance/Settlement:</b>			<b>\$17550.34</b>

### Comment:

A deposit of \$12,550.34 is payable within 20 working days of the issue of this account.

### Payment Methods:

Payment options are cash (in person only), EFTPOS (in person at some centres only, cheque (in person or by post), BPOINT or BPay (details below).

Cheques should be made payable to 'Department of Resources' and marked 'not negotiable'.

Forward your cheque, together with a copy of this account to: Department of Resources, PO Box 15216 City East Q 4002.



Bill Code: 928549  
Ref: 10000006428932  
Pay By Phone:  
Call 1300 276 468



Pay on line via credit card  
[www.bpoint.com.au](http://www.bpoint.com.au) or contact your  
financial institution to make this  
payment directly from your cheque,  
savings or credit account

BPAY or BPOINT  
Transaction ID

BPay only amounts greater than \$50

BPOINT amounts between \$10 and \$100,000

If applicable a Tax Invoice will be provided on completion of this dealing.

2-Apr-2024



## Part A – Form LA00

### Contact and Land Details

#### Land Act 1994

#### Requirements

1. **Part A:** Contact and land details is required when the applicant is wanting to submit a PDF [Part B form](#) (application specific form). You can apply [online](#) or via Part A – [Contact and land details \(PDF\)](#) and the relevant Part B form (PDF).
2. Payment of the prescribed Application fee for relevant Part B forms is per title reference. A refund of application fees will not be given. Details of fees are available on the [Department of Resources](#) website at <https://www.resources.qld.gov.au> or by contacting your nearest [business centre](#) or call 13 QGOV 13 74 68.
3. The appropriate application form Part B must be signed by the applicant or a legal practitioner on behalf of the applicant.
4. For your application to be processed, all parts of this application form must be completed and accurately, otherwise your application may be returned to you to complete or refused.

#### Important information

5. You are **strongly encouraged** to arrange a pre-lodgement meeting with us before you apply to ensure you have the information you need to apply correctly. You can do this by contacting your nearest business centre.
6. All applications will be processed having regard to the requirements of the [Land Act 1994](#) <https://www.legislation.qld.gov.au/> and related legislation, approved policies and procedures and the requirements of all other agencies with an interest in the land.
7. You can lodge your state land application online by completing the Part A online guide, or through the Part A – Contact and land details PDF and relevant Part B application form PDF. If you complete the PDF forms, you can submit the application via:
8. **Email:** [SLAMlodgement@resources.qld.gov.au](mailto:SLAMlodgement@resources.qld.gov.au)
9. **Post:**  
Department of Resources  
PO Box 5318  
Townsville QLD 4810
10. In terms of the [Right to Information Act 2009](#) interested parties may seek access to the department's records and view relevant documents.
11. Information on this form, and any attachments, is being collected to process and assess your application under the [Land Act 1994](#). If required, we may need to consult with third parties such as relevant local or state agencies and adjoining property owners. Details provided to third parties will generally be limited to type of application, area applied for and intended use. Your personal information will not otherwise be disclosed unless authorised or required by law.
12. Please note that we may wish to contact you to seek your views on our service, to advise you of any legislative changes that might affect you or to seek your participation in surveys or programs relevant to your application type. Any participation will be voluntary and you may email [stateland@resources.qld.gov.au](mailto:stateland@resources.qld.gov.au) if you do not wish for the department to contact you.
13. The department may also compile or analyse statistics and conduct research. Any publication of findings will not involve the publication of identifying personal information.
14. For further privacy information click [Privacy](#) or go to [www.resources.qld.gov.au/home/legal/privacy](http://www.resources.qld.gov.au/home/legal/privacy).

## Contact Details

### Lodger Details and Mailing Address

A lodger is only required when a legal practitioner, or consultant lodges the application on behalf of the applicant.

#### Full Names

Title	First Name	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

#### Company Name(s)

If a corporation then record:-

ACN

ARBN

ABN

#### Contact Details

Postal Address:

Phone Number:

Mobile Number:

Email:

### Applicant(s) Details and Mailing Address

If the Applicant is a Corporation, either the Australian Company number, Australian Registered Body number or the Australian Business number must be shown.

#### Full Names

Title	First Name	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

#### Company Name(s)

If a corporation then record:-

ACN     ARBN     ABN   

**Note:** if the applicant is a Corporation, a requirement of the application is providing evidence (as at the date of application), that the Corporation is registered with the Australian Securities and Investments Commission (ASIC) at <https://asic.gov.au/online-services/search-asic-s-registers/> (company summary printout) and if applicable, also registered with the Australian Business Register (ABR) at <https://www.abr.business.gov.au> (ABN lookup record extract).

#### Contact Details

##### Postal Address:

##### Phone Number:

##### Mobile Number:

##### Email:

Future correspondence should be sent to:

Lodger

Applicant

**1. Are the applicants a foreign acquirer as defined by the Additional Foreign Acquirer Duty (AFAD)?**

Yes

go to 2

No

go to 4

**Note:** For further information refer to the Queensland Government website to determine if the applicant/s are a foreign person (acquirer) for AFAD.

Government website to Types of foreign persons for additional foreign acquirer duty:-

<<https://www.business.qld.gov.au/industries/service-industries-professionals/professional-financial-services/transfer-duty/investors/afad/foreign-persons>>.

**2. Is the application related to the purchase of land, for example a permanent road closure, or conversion of a lease where the land is or will be used solely or primarily for residential purposes as defined for the Additional Foreign Acquirer Duty (AFAD) under the Duties Act 2001?**

Yes

go to 3

No

go to 4

**Note:** Under the Duties Act 2001 an additional amount of duty applies where the land is residential land and the applicant is a foreign person (acquirer) for AFAD.

Government website for Additional Foreign Acquirer Duty:-

<<https://www.business.qld.gov.au/industries/service-industries-professionals/professional-financial-services/transfer-duty/investors/afad/foreign-persons>>.

**3. Enter full name/s of the foreign acquirer/s  
(If there is insufficient space, please lodge as an attachment)**

**Full Names**  
(If a Company, also provide a contact name)

**Share Held**

go to 4

**4. Are the Applicant/s registered for GST and acquiring the land for a creditable purpose?**

Yes

No

go to 5

**Note:** Under the Tax Administrator Act (Cth) 1953 certain purchasers of new residential premises or potential residential land are required to withhold the Goods and Services Tax (GST) amount from the price of the supply (purchase price) for payment directly to the Australian Taxation Office (ATO) as outlined on the ATO's website. The department is unable to provide further advice on the ATO's requirements. For further information contact the ATO on 13 28 65 or visit the ATO website <<https://www.ato.gov.au/business/gst/in-detail/your-industry/property/gst-property-settlement-online-forms-and-instructions/>> or seek advice from a financial or legal expert.

**Details of land for which the application is being lodged**

5. Select the type of land for which the application is being lodged:

- Permit
- Licence
- Lease
- Unallocated State Land (USL)
- Road
- Trust Land Reserve/ Deed of Grant in Trust (DOGIT)
- Dealing Number (refer to Item 6)
- Other

go to 6

6. Enter the description of the land for which the application is being lodged. If this application concerns a road, enter the description of the land adjoining the road.

**Schedule 1**

You must enter either the Lot on Plan or Title Reference of the land for which the application is being lodged

Lot	Plan	Title Reference
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

go to 7

The details of the land can be found on a current title. To check this you can purchase a title search by calling (07) 3497 3479, visiting the Titles Queensland website <https://www.titlesqld.com.au/> (and select 'Searches') Lot on Plan details are located on your rates notice or downloading the Queensland Globe <https://www.business.qld.gov.au/business/support-tools-grants/services/mapping-data-imagery/> to help access current Lot on Plan details. If insufficient space, please add additional description as an attachment.

7. Enter additional details of the land

Dealing number:

Tenure Type:  Tenure Number:

Local Government:

Other details of land location (optional)

go to 8

**8. Have you participated in a pre-lodgement meeting with the department (strongly encouraged)?**

Yes

go to 9

No

Please provide name of officer you spoke with and this department's associated reference.

Department Contact  
Officer

Pre-lodgement ID  
(eLVAS CI Ref)

**9. Provide details of pre-lodgement meeting.**

(If there is insufficient space, please lodge as an attachment)


**Note:** Departmental Officers contact details and any reference number should be included if known.

**10. Provide details of any timeframes the department should be aware of when assessing your application (for example, a settlement date)**

(If there is insufficient space, please lodge as an attachment)


11. If this application relates to a project, provide an overview and how your application relates to this project.  
(If there is insufficient space, please lodge as an attachment)


**THIS FORM MUST BE ACCOMPANIED BY THE RELEVANT PART B APPLICATION FORM**

**CLEAR FORM**





## Part B – Form LA10

# Purchase or Lease State Land Application

## *Land Act 1994*



### Requirements

1. This application is to purchase or lease State land.
2. Please read the respective [Purchasing state land](#) or [Leasing state land](#) guides, which includes application restrictions.
3. Payment of the prescribed Application fee (per title reference) is required for an application to purchase state land.
4. Payment of the prescribed Application fee is required for an application to lease state land.
5. A refund of application fees will not be given. (Details of fees are available on the [Department of Resources website](#) or contact your nearest [business centre](#) or call 13 QGOV 13 74 68).
6. Part A online form: [Contact and land details](#) or Part A – [Contact and land details \(PDF\)](#) must be completed and submitted with your application.
7. Any additional information to support the application.
8. For your application to be processed, all parts of this application form must be completed and accurately, otherwise your application may be returned to you to complete or refused.

### Important information

9. You are **strongly encouraged** to arrange a pre-lodgement meeting with us before you apply to ensure you have the information you need to apply correctly. You can do this by contacting your nearest business centre.
10. Before applying to Department of Resources for a lease over a reserve an applicant should first apply to the trustee of the reserve for a trustee lease or trustee permit.
11. For a lease over a National Park or a State Forest you must apply to [Parks and forests](#) within Department of Environment and Science.
12. Refer to Department of Resources Guideline – SLM/2018/4386 - [Land allocation and specific requirements](#) available on the [Department of Resources website](#) at <<https://www.resources.qld.gov.au/home/about-us/policies>>.
13. Your application will be assessed against requirements under the [Land Act 1994](#) <<https://www.legislation.qld.gov.au/>> to determine the most appropriate use and tenure and whether the land may be offered with or without competition.
14. Your application cannot be considered if the area is already held by another person.
15. If you wish to purchase your existing Land Act lease you will need to apply using:  
**Part B – Form LA01: [Conversion of a Lease Application form](#).**
16. **If your lease is over a reserve, National Park or State Forest you will not be able to apply for conversion or purchase.**
17. A trustee lease or trustee permit is the preferred tenure for secondary uses on reserves. Contact the trustee of the reserve to discuss these options prior to submitting an application to lease a reserve. An application to lease a reserve is not required if the reserve trustee authorises the use of the reserve by a trustee lease or trustee permit.

18. If your application to purchase or lease State land is successful you may be required to provide a plan of survey at your expense, and if -
- the most appropriate tenure is freehold, you will be required to pay a purchase price (market value) plus GST if applicable.
  - the most appropriate tenure is a lease, you will be required to pay an annual rental, including GST where applicable.
19. Information on this form, and any attachments, is being collected to process and assess your application under section 120A of the *Land Act 1994*. If required, we may need to consult with third parties such as relevant local or state agencies and adjoining property owners. Details provided to third parties will generally be limited to type of application, area applied for and intended use. Your personal information will not otherwise be disclosed unless authorised or required by law.
20. Please note that we may wish to contact you to seek your views on our service, to advise you of any legislative changes that might affect you or to seek your participation in surveys or programs relevant to your application type. Any participation will be voluntary and you may email [stateland@resources.qld.gov.au](mailto:stateland@resources.qld.gov.au) if you do not wish for the department to contact you.
21. The department may also compile or analyse statistics and conduct research. Any publication of findings will not involve the publication of identifying personal information.
22. For further privacy information click [Privacy](#) or go to [www.resources.qld.gov.au/home/legal/privacy](http://www.resources.qld.gov.au/home/legal/privacy).

<b>Office Use Only</b>	<b>Purchasing state land</b>	 9 311662 204950
	<b>Leasing state land</b>	 9 311662 185259

1. The application is for:

- |  |         |
|--|---------|
| <input type="checkbox"/> Purchase of unallocated State land  | go to 5 |
| <input type="checkbox"/> Lease of unallocated State land (including land below high water mark)  | go to 2 |
| <input type="checkbox"/> Lease of Reserve land   | go to 3 |
| <input type="checkbox"/> Purchase of Reserve land  | go to 3 |
| <input type="checkbox"/> Lease an area of State Forest (If land has been surrendered by the applicant and has been reserved as State Forest)     | go to 4 |
| <input type="checkbox"/> Lease an area of a National Park (If land has been surrendered by the applicant and has been reserved as National Park) | go to 4 |

A State Forest as defined under the *Forestry Act 1959* <<https://www.legislation.qld.gov.au/>> and National Park as defined under the *Nature Conservation Act 1992*.

2. Is all or part of the area for below high water mark?

- |                              |         |
|------------------------------|---------|
| <input type="checkbox"/> Yes | go to 5 |
| <input type="checkbox"/> No  | go to 5 |

3. Do you have the agreement of the trustee of the reserve to lease or purchase the land?

- |                              |         |
|------------------------------|---------|
| <input type="checkbox"/> Yes | go to 5 |
| <input type="checkbox"/> No  | go to 5 |

If Yes:

- A trustee lease or trustee permit is the preferred tenure for secondary uses on reserves instead of a lease over a reserve. If your application is for a lease over a reserve or purchase of a reserve (or part), a signed Part C Form LA30 – Statement in relation to an application under the Land Act 1994 over State land from the trustee of the reserve will need to accompany this application.

If No, you should first apply to the trustee of the reserve for a trustee lease/trustee permit or its views to your proposal to purchase the reserve land.

4. Has the statement of reasons been prepared as to why an area of State forest or National Park is required?

- |                              |                                  |
|------------------------------|----------------------------------|
| <input type="checkbox"/> Yes | go to 5                          |
| <input type="checkbox"/> No  | Application cannot be considered |

**5. Have you made a previous application for purchase or lease of this land?**

Yes

go to 6

No

go to 9

**6. Was this application refused?**

Yes

go to 7

No

go to 7

**7. Have there been any change in circumstances from the previous application, which may lead to this application being accepted for further consideration?**

Yes

go to 8

No

go to 9

**Note:** Your application may be refused if circumstances have not changed.

**8. Provide of the change in circumstances from the previous application.**

go to 9

(If there is insufficient space, please lodge as an attachment)

**9. If the land currently being used, provide details of the current use of land e.g. grazing.**

go to 10

(If there is insufficient space, please lodge as an attachment)

**10. Do you hold land adjoining the area applied for?**

Yes

go to 11

No

go to 12

11. Enter details of your adjoining land

Schedule 2 Schedule of adjoining land	
Lot/Plan	Title Reference

go to 12

The details of the land can be found on a current copy of the Title or on your rates notice. To check this you can purchase a title search by calling (07) 3497 3479, visiting the [Titles Queensland website <https://www.titlesqld.com.au/>](https://www.titlesqld.com.au/) (and select 'Searches').

If insufficient space, please add additional description as an attachment.

12. List below ALL existing improvements on the current leased land e.g. fencing, dams, buildings etc. **go to 13**

(If there is insufficient space, please lodge as an attachment)


A property sketch and/or aerial photo overlay of the improvements should also be attached to the application.

13. Which of the following do you believe supports your application:

- You are the adjoining registered owner or lessee, and you would consider it unfair or inequitable to sell or lease the land to anyone else . **go to 14**
- You held a significant interest in the land before it became unallocated State land. **go to 14**
- There is no dedicated access and the only practical access is through our adjoining land. **go to 14**
- Land is required for public infrastructure/public purpose. **go to 14**
- It is not appropriate for the land to be offered for purchase or lease on the open market. **go to 14**
- None of the above **go to 14**

A purchase of unallocated state land may be granted without competition if the Minister decides the land.

1. is no needed for a public purpose.
2. the intended use is the most appropriate use of the land.
3. one or more of the priority criteria under section 123 of the *Land Act 1994* apply.
4. is needed by a constructing authority for a public purpose.

14. Provide details of the proposed use including (if applicable) details of the public purpose and/or public infrastructure to be constructed on the land. **go to 15**

(If there is insufficient space, please lodge as an attachment)


15. Provide details to support your application including (if applicable) details of the reason you believe it's not appropriate for the land to be offered on the open market. **go to 16**

(If there is insufficient space, please lodge as an attachment)


16. Provide details of any additional information to support the application. (optional) **go to 17**

(If there is insufficient space, please lodge as an attachment)


### Attachments

The following will need to be lodged with your application for it to be processed. If all this information is not submitted, your application will be returned or refused.

17. Tick the box to confirm the attachments for part of the application:

- Application Fee
- Part A online form – Contact and Land details or Part A – Contact and land details PDF
- Part C – Form LA30 – Statement in relation to an application under the *Land Act 1994*, required if application is for a lease over a reserve or purchase of a reserve (or part)
- Property sketch and/or aerial photo overlay, if applicable
- Evidence of pre-lodgement discussions with the department, if applicable.
- Provide details of the reason you believe it's not appropriate for the land to be offered on the open market or details of the public infrastructure to be constructed on the land, if applicable.
- Statement of reasons of leasing an area of State Forest or National Park, if applicable

It is recommended that any attached plans, sketches or maps be of A4 or A3-size. Your application will not be considered as having been properly made, unless all parts of this application form are completed accurately. In this instance your application may be returned to you for completion.

## Declaration

I certify that I have read the information, which forms part of this application and the information I have provided is true and accurate.

Signature of applicant (or their legal practitioner)

--

Date:     /     /

If applicant, section 142 of the *Land Act 1994* states a person is eligible to apply for, buy or hold land under the *Land Act 1994* if the person is an adult, that is, 18 years of age or over. If the practitioner of the applicant is signing as the applicant then the legal practitioner's full name must be printed immediately below the signature.

**CLEAR FORM**



## NOTICE OF GST WITHHOLDING OBLIGATION

eLVAS Reference:	2022/001566
Property Description:	Part of Lot 4 on Crown Plan CD35
Name of Buyer/Applicant:	Etheridge Shire Council

The Department of Resources (Resources) gives notice to the Buyer in accordance with section 14-255(1)(a) of the Withholding law that: **(select whichever is applicable)**

- The Buyer is not required to make payment under section 14-250 of the *Taxation Administration Act (Cth) 1953* in relation to the supply of the Property, and the following information does not apply.
- The Buyer is required to make a payment under section 14-250 of the *Taxation Administration Act (Cth) 1953* in relation to the supply of the Property, and the following information applies.

### WITHHOLDING DETAILS

Seller:	Department of Resources
ABN:	59 020 847 551
Withholding amount:	\$Nil (the GST amount shown on the offer account)

### PAYMENT INFORMATION

Payment of the withholding amount must be **made directly to the Australian Taxation Office (ATO)**. Payment should be made no later than the date you have satisfied all of the offer requirements listed in Part A and Part B of the offer form.

**Please note this GST withholding obligation is as a consequence of changes to the tax laws introduced by the Australian Government in July 2018.**

**Any payment made to Resources should not include the GST amount as shown on the Resources offer account.**

**Payment of the GST amount must be made directly to the Australian Tax Office.**

**The payment of the purchase price and other fees (excluding the GST amount) is to be forwarded as a separate payment to Resources in accordance with the Offer form.**





## PAYMENT DIRECTLY TO ATO

As a purchaser of new residential premises or potential residential land you are required to withhold the GST part of the purchase price and you must submit online forms\* and make payment of the GST amount as outlined on the ATO's website. <https://www.ato.gov.au/business/gst/in-detail/your-industry/property/gst-property-settlement-online-forms-and-instructions/>

You must provide Resources with copies of:

- a) the ATO GST Property Settlement Withholding Notification advice confirming the ATO lodgement reference number (LRN) and payment reference number (PRN);
- b) the ATO GST Property Settlement Date Confirmation advice; and
- c) the ATO proof of payment advice (GST on Settlement) which includes the relevant PRN, confirming that the withholding amount has been paid.

Information concerning methods of payment can be found on the **ATO website – GST withholding**.

**Surrender of Licence**

(In accordance with Sections 105, 180, 327 and 481 of the *Land Act 1994*)

*THIS APPLICATION IS TO BE LODGED WITH THE NEAREST OFFICE OF THE DEPARTMENT OF RESOURCES*

**1. Property Description**

Title Reference	Lot/Plan	Local Government
<b>17653040</b>	<b>Lot 4 on Crown Plan CD35</b>	<b>Etheridge Shire</b>

**2. Surrender of Part or Whole of the Lease or Whole of the Licence Area**

\*Part or  \*Whole ( \*X" which ever is applicable)

If 'Part', specify area (in hectares) being surrendered : 0.1012 ha as shown in Ausnorth Consultants drawing 21034/ROL/01

**3. Lessee / Licensee / Permittee**

**Ian James MASTERSON**

**4. Conditions of Surrender (If applicable)**

For the issue of a deed over the surrendered are to the Etheridge Shire Council

**5. Execution**

I, being the licensee in item 3, do hereby surrender and transfer to The State of Queensland, all of my right, title and interest in and to the said licence as described in items 1 and 2, subject to any conditions detailed in item 4.  
 (\* Cross out which ever is not applicable)

<b>Witness</b>	<b>Execution Date</b>	<b>Lessee Signature</b>
.....signature	...../...../.....	.....
.....full name		
.....qualification		
(eg Legal Practitioner, JP, C.Dec)		

Great state. Great opportunity.



## Notes and Guide to Completion

This form is to be used when either the whole or part of a lease or road licence, or the whole of a permit to occupy or occupation licence issued under the *Land Act 1994* is to be surrendered to The State of Queensland. The surrender may be subject to conditions.

If the lease being surrendered is subject to any mortgage, sublease or sub-sublease, the written consent to the surrender must be obtained from the registered mortgagee, sublessee and/or sub-sublessee on a Land Registry Form 18 (General Consent) and lodged together with the surrender. *NOTE: This does not apply if the document is subject to a surrender or disclaimer under a law about bankruptcy.*

The following explains what should be included in each of the items on the form:

### Item 1

The following is an example of how this item should be completed:

Title Reference	Lot/Plan	Parish	Local Government
16243027	Lot 6 on SP137064	Tingalpa	Brisbane City Council

*NOTE: If only part of the lease area is being surrendered, only the description of the area being surrendered should be entered in this item.*

### Item 2

'X' whichever is applicable eg:  \*Part or  \*Whole

*NOTE: A Permit to Occupy must not be partially surrendered.*

### Item 3

Insert the full names of the Lessee / Licensee / Permittee

### Item 4

If the lease / licence / permit is being surrendered subject to conditions, the relevant condition/s are to be inserted in this item. *Example conditions are as follows:*

- *For the purposes of being granted a new \*..... Lease (\*Insert Tenure Type eg: Term); or*
- *All that part described as road to be opened on Plan \*.....>(\* Insert Plan Number eg: SP123456).*

*NOTE: This list of example conditions is not exhaustive and may be added to as any need arises.*

### Item 5

The Lessee / Licensee / Permittee is to complete and execute this item where indicated in the presence of a Witness, being a Legal Practitioner, Justice of the Peace or Commissioner for Declarations.

1. Lot on Plan Description

LOT 4 ON CROWN PLAN CD35

Title Reference

17653040

2. Instrument/document being consented to

Instrument/document type SURVEY PLAN \_\_\_\_\_

Dated / /

Names of parties IAN JAMES MARSTERSON

3. Instrument/document under which consent required

Instrument/document type RESUMPTION EASEMENT.....

Dealing No. 602802001 (R1129), .....

Name of consenting party ERGON ENERGY CORPORATION LIMITED A.C.N. 087 646 062

4. Execution by consenting party

The party identified in item 3 consents to the registration of the instrument/document identified in item 2.

**Witnessing officer must be aware of his/her obligations under section 162 of the Land Title Act 1994**

.....signature

.....full name

.....qualification

/ /  
**Execution Date**

.....  
**Consenting Party's Signature**

**Witnessing Officer**

(Witnessing officer must be in accordance with Schedule 1 of Land Title Act 1994 e.g., Legal Practitioner, JP, C Dec)

Mortgagee's Australian Credit Licence (if any)

**Privacy Statement**

Collection of information from this form is authorised by legislation and is used to maintain publicly searchable records. For more information see the Department's website.

**1. Lot on Plan Description**

LOT 4 ON CROWN PLAN CD35

**Title Reference**

17653040

**2. Instrument/document being consented to**

Instrument/document type SURVEY PLAN \_\_\_\_\_

Dated / /

Names of parties IAN JAMES MARSTERSON

**3. Instrument/document under which consent required**

Instrument/document type MORTGAGE.....

Dealing No. 720289371 .....

Name of consenting party RABOBANK AUSTRALIA LIMITED A.C.N. 001 621 129

**4. Execution by consenting party**

The party identified in item 3 consents to the registration of the instrument/document identified in item 2.

**Witnessing officer must be aware of his/her obligations under section 162 of the Land Title Act 1994**

.....signature

.....full name

.....qualification

/ /  
**Execution Date**

.....  
**Consenting Party's Signature**

**Witnessing Officer**

(Witnessing officer must be in accordance with Schedule 1 of Land Title Act 1994 e.g., Legal Practitioner, JP, C Dec)

Mortgagee's Australian Credit Licence (if any)

**Privacy Statement**

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**1. Lot on Plan Description**

**Title Reference**

LOT 4 ON CROWN PLAN CD35

17653040

**2. Instrument/document being consented to**

Instrument/document type SURVEY PLAN \_\_\_\_\_

Dated / /

Names of parties IAN JAMES MARSTERSON

**3. Instrument/document under which consent required**

Instrument/document type RESUMPTION EASEMENT, EASEMENT

Dealing No. 602802002 (R1130), 722292497

Name of consenting party QUEENSLAND ELECTRICTY TRANSMISSION CORPORATION LIMITED A.C.N. 078  
849 233

**4. Execution by consenting party**

The party identified in item 3 consents to the registration of the instrument/document identified in item 2.

**Witnessing officer must be aware of his/her obligations under section 162 of the Land Title Act 1994**

.....signature

.....full name

.....qualification

/ /  
**Execution Date**

.....  
**Consenting Party's Signature**

**Witnessing Officer**

(Witnessing officer must be in accordance with Schedule 1 of Land Title Act 1994 e.g., Legal Practitioner, JP, C Dec)

Mortgagee's Australian Credit Licence (if any)

**Privacy Statement**

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**General Meeting**      **24th April 2024**

<b>Subject</b>	Sun Smart Policy
<b>Classification</b>	Open
<b>Author</b>	Renee Bester

EXECUTIVE SUMMARY

Council are currently undertaking a Policy Review to ensure of their governance compliance. As part of this review, Council have developed and/or reviewed policies and suggested appropriate changes. Furthermore, Queensland Government and Cancer Council Queensland are partnering with local government leadership for Sun Safety.

Council have developed a Sun Smart Policy as best practice to inform and provide guidance to employees and associated persons (contractors etc) of appropriate standards and responsibilities.

RECOMMENDATION

That Council resolve to adopt the Sun Smart Policy as presented.

BACKGROUND

Council is required to prepare certain policies as part of their legislative compliance. The policy developed is considered best practice of appropriate standards and responsibilities.

Council currently has no Sun Smart Policy.

LINK TO CORPORATE PLAN

Corporate Aim No. 5: Best practice corporate governance and organisational excellence  
 Outcome No. 5.3: Council operations support quality service provision and good governance.

BUDGET & RESOURCE CONSIDERATIONS

No budget requirements.

LEGAL CONSIDERATIONS

Work Health & Safety Act 2011  
 Work health & Safety Regulation 2011 S44

POLICY IMPLICATIONS

Sun Smart Policy if adopted

CONSULTATION

Please consult Council’s Community Engagement Policy in conjunction with the IAP2 Spectrum for guidance.

Consultation	Tick	Policy Consideration	Action
<b>No consultation required</b>	<input checked="" type="checkbox"/>	Click or tap here to enter text.	Click or tap here to enter text.
<b>Inform</b>	<input type="checkbox"/>		
<b>Consult</b>	<input type="checkbox"/>		
<b>Involve</b>	<input type="checkbox"/>		
<b>Collaborate</b>	<input type="checkbox"/>		
<b>Empower</b>	<input type="checkbox"/>		

RISK ASSESSMENT

Risk Assessment Outcome: Medium

<b>CONSEQUENCE</b>					
<b>LIKELIHOOD*</b>	<b>Insignificant 1</b>	<b>Minor 2</b>	<b>Moderate 3</b>	<b>Major 4</b>	<b>Catastrophic 5</b>
A (Almost certain)	H	H	E	E	E
B (Likely)	M	H	H	E	E
C (Possible)	L	M	H	E	E
D (Unlikely)	L	L	M	H	E
E (Rare)	L	L	M	H	H

**Report Prepared By:**

**Report Authorised By:**

**Renee Bester**

Ken Timms PSM

**Date: 19<sup>th</sup> April 2024**

Date: 19<sup>th</sup> April 2024

ATTACHMENTS

- Sun Smart Policy





## SUN SMART POLICY

### POLICY VERSION AND REVISION

Version History		Meeting date	
		24 <sup>th</sup> April 2024	
		Resolution number	
Approval by CEO			
Effective date		Review date	
Policy Author			
Chief Executive Officer			
Current incumbent			
Ken Timms PSM			
Implementation Officer			
Chief Executive Officer			
Current incumbent		Contact number	Official file no.
Ken Timms PSM		4079 9090	



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## 1. PURPOSE

The purpose of this policy is to provide guidelines and information to Etheridge Shire Council employees and contractors to effectively control associated risks when working in an outdoor environment and exposed to ultraviolet radiation (UVR).

The Council is committed to providing a safe and healthy workplace environment to all its employees and contractors.

## 2. SCOPE

This procedure applies to all employees of Etheridge Shire Council, contractors, work experience students and trainees who during the course of their work are required to work outdoors and who may be regularly or frequently exposed to UVR.

## 3. POLICY STATEMENT

### 3.1. GENERAL PRINCIPLES

Exposure to UVR from the sun causes skin and eye damage and is also the main cause of skin cancer in Australia. The amount of sun exposure required to cause skin cancer varies greatly from one person to another, however, in most people the risk of skin cancer increases with increasing amounts of exposure to the sun. Eye injuries such as inflammation, swelling and increased sensitivity to light initially, and later, damage to the cornea and the lens of the eye can also be a result of sun exposure. Programs that aim to reduce exposure to UVR are important if skin cancer incidence and eye injuries are to be reduced.

### 3.2. RISK ASSESSMENT

All staff shall apply the risk management approach when working in the sun. Control measures should then be implemented according to the conditions and work performed.

All employees and contractors are required to wear their personal protective equipment (PPE) while working in the sun.

### 3.3. SUPPLY OF PERSONAL PROTECTIVE EQUIPMENT (PPE)

To assist with protection from the sun, the following equipment is supplied by Etheridge Shire Council for employees working outdoors:

- Broad-brimmed 100mm Council supplied hats to shade face and back of neck that conforms to the relevant Australian Standards.
- High visibility loose fitting, long sleeved, collared shirt.
- Sunscreen (SPF 30+ or better broad spectrum and water-resistant) and zinc cream or lip balm.
- Eye protection – wrap around UV protection sunglasses / safety glasses which comply with Australia Standard AS1067:2003

Note: Contractors and subcontractors must provide their own appropriate PPE and must be compliant with Council's WHS Policy and Safe Work Procedures.

### 3.4. GUIDELINES FOR WORKING IN THE SUN

- Reorganise work times where practical.
- Where practical and not in contravention of other guidelines/requirements, use trees, buildings and other temporary shelter such as awnings, portable shades and umbrellas to produce shade.
- Where practical, shade is to be made available for meal breaks.
- Drink at least 2 litres of cool water a day, more if perspiring heavily.
- Wear the provided high visibility long sleeve shirts with a collar. Note: sleeves of shirts should not be cut off as this defeats protection of arms from the sun.
- Wear the supplied broad-brimmed hat with a minimum brim size of 100mm.



- Apply sunscreen (SPF 30+ or better broad spectrum and water-resistant) 15-30 minutes before going outdoors to all exposed areas and reapply every two (2) hours or as directed by the manufacturer. Zinc cream or lip balm can be applied to lips and/or nose for extra protection.
- Wear the supplied safety glasses and/or sunglasses (meets Australian Standard AS1067:2003)
- Take rest breaks as required. If feeling weak or faint, immediately stop work and cool down, drink plenty of water.
- Conduct ongoing toolbox talks and general updates on sun exposure.
- Vehicle windows that are tinted to be wound up when driving between 9 am and 3 pm.

### **3.5. RESPONSIBILITIES**

It is all staff's responsibility to ensure that this policy is followed. Specific responsibilities to ensure this procedure is followed, is delegated to relevant Engineers, Supervisors, WHSRs and WHS Coordinator.

### **4. NON-COMPLIANCE**

It is a condition of employment that Personal Protective Equipment (PPE) issued **MUST** be worn during working hours as required. Failure to wear the appropriate PPE will result in the employee or contractor being removed from the worksite until such time as compliance with the requirements is achieved.

Repeated breaches of this provision by an employee may result in action being taken in accordance with Council's Disciplinary Procedure.

Repeated breaches of this provision by a contractor may result in action being taken in accordance with the Tender Documentation and the Work Health & Safety Procedure "Contractor Control".

### **5. DEFINITIONS**

**UVR** – means ultraviolet radiation.

### **6. RELATED LEGISLATION, DOCUMENTS AND REFERENCES**

Work Health & Safety Act 2011

Work Health & Safety Regulation 2011 S44

### **7. REVIEW**

This policy will be reviewed where any of the following changes occur:

- Relevant legislation, regulations, standards or Safe-Plan policies are amended or replaced.
- Other circumstances are determined from time to time by the Chief Executive Officer due to changes in operational works of the Council.