



# MCKINLAY SHIRE COUNCIL

## ***CONFIRMED MINUTES***

OF THE

## **ORDINARY MEETING OF COUNCIL**

HELD AT THE

BOARDROOM, CIVIC CENTRE  
JULIA CREEK

Friday 13<sup>th</sup> October 2017

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### ORDER OF BUSINESS

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## 1. OPENING BUSINESS

All Councillors having signed the Attendance Book, Mayor Belinda Murphy declared the meeting open at 8:06am.

## 2. ATTENDANCE

**Mayor:** Cr. B Murphy

**Members:** Cr. N. Walker, Cr. P. Curr, Cr. S Royes, Cr. J Fegan

**Staff:**

Chief Executive Officer Mr Peter Fitchat

Director of Engineering, Environmental & Regulatory Services Mr Andrew Boardman

**Apologies:**

**Other people in attendance:**

Nil

## 3. CONFIRMATION OF MINUTES

Confirmation of Minutes of the Ordinary Meeting of Council held on 22<sup>nd</sup> September 2017.

### **RECOMMENDATION**

That the Minutes of the Ordinary Meeting on 22<sup>nd</sup> September 2017 be confirmed.

### **Resolution No. 080/1718**

The Minutes of Ordinary Meeting on 22<sup>nd</sup> September 2017 confirmed.

Moved Cr. N Walker

Seconded Cr. S Royes

CARRIED 5/0

## 4. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

**Attendance** – Cr. P Curr left the meeting room at 8:07am

**Attendance** – Cr. P Curr re-entered the meeting room at 8:10am

### **PROCEDURAL MOTION**

That Council accept to defer agenda 5.1 – Engineering Works Monthly Report. Council accept to receive agenda item 6.1 - Environment and Regulatory Services Report – September 2017.

### **Resolution No. 081/1718**

Council accept to defer agenda 5.1 – Engineering Works Monthly Report. Council accept to receive agenda item 6.1 - Environment and Regulatory Services Report – September 2017.

Moved Cr. J Fegan

Seconded Cr. N Walker

CARRIED 5/0

## **6. ENVIRONMENT AND REGULATORY SERVICE REPORT**

### **6.1 Environment and Regulatory Services Report – September 2017**

This report outlines the general activities, revenue and expenditure for the department for the period September 2017.

#### **RECOMMENDATION**

That Council receives the September 2017 Environment and Regulatory Services Report.

#### **Resolution No. 082/1718**

Council receives the September 2017 Environment and Regulatory Services Report.

Moved Cr. N Walker

Seconded Cr. S Royes

CARRIED 5/0

**Attendance** – Mrs Amy Tinning, Executive Assistant entered the meeting room at 8:15am.

#### **PROCEDURAL MOTION**

That Council resolve to return to the order of agenda.

#### **Resolution No. 083/1718**

Council resolve to return to the order of agenda.

Moved Cr. N Walker

Seconded Cr. P Curr

CARRIED 5/0

## **5. ENGINEERING WORKS REPORT**

### **5.1 Engineering Works Report**

This report outlines the general activities, revenue and expenditure for the department for the period September 2017.

#### **RECOMMENDATION**

That Council receives the September 2017 Engineering Works Report.

#### **Resolution No. 084/1718**

Council receives the September 2017 Engineering Works Report.

Moved Cr. N Walker

Seconded Cr. P Curr

CARRIED 5/0

**Attendance** – Mayor Belinda Murphy declared a material personal interest (as per section 172 of the Local Government Act 2009) in relation to 2018 Pre-Qualified Suppliers Plant Hire. Mayor Belinda Murphy left the meeting room at 8:28am taking no part in the discussion of 5.2.

**Deputy Mayor Cr. N Walker chaired the October Ordinary Meeting of Council at 8:28am.**

## 5.2 2018 Pre-Qualified Suppliers Plant Hire

Council are moving the pre-qualified suppliers – plant hire to a calendar year. Council staff have prepared documentation for the tender process that is located in attachments 5.2.1 2018 Pre-Qualified Suppliers Request For Tender – Plant Hire and 5.2.2 2018 Pre-Qualified Suppliers Evaluation Plan – Plant Hire. Council endorsement of the tender process is sought.

### RECOMMENDATION

That Council resolves to;

- a) adopt the following criteria for the 2018 pre-qualified suppliers plant hire tender process, and;

| Item | Criteria  | Scoring methodology  | Price or non-price | Weighting |
|------|---|--|--------------------|-----------|
| 1.   | <b>*Rates</b>                                     | <p>To determine the scores for each item of plant submitted for inclusion on that Register:</p> <ul style="list-style-type: none"> <li>the lowest hourly rate submitted by any tenderer for a particular item of plant for a particular Register (<b>Lowest Rate</b>) shall be given a score of 10;</li> <li>the Lowest Rate shall be divided by the rate for each other item of plant, and multiplied by 10 in accordance with the following formula:</li> </ul> $\text{Score for Tendered Rate (out of 10)} = \frac{\text{Lowest Rate}}{\text{Tendered Rate}} \times 10$ | Price criteria     | 60%       |
| 2.   | <b>*Development of competitive local industry</b> | <p>Local suppliers shall be given a score of 10. Non-local suppliers shall score 0.</p> <p>A local supplier is a supplier that:</p> <ul style="list-style-type: none"> <li>is wholly or partly beneficially owned by persons whose usual place of residence is in the McKinlay Shire Council Local Government area; or</li> <li>has a place of business in the McKinlay Shire Council Local Government Area <b>AND</b> the majority of staff employed in connection with the services are residents of the McKinlay Shire Council local government area.</li> </ul>        | Non-price Criteria | 10%       |
| 3.   | <b>Ability of Operators</b>                       | <p>The ability of operators shall be scored on a sliding scale of 1 to 10, with 10 being the highest. In considering the score to be applied, the Evaluation Panel shall consider, amongst other things:</p> <ul style="list-style-type: none"> <li>extent of experience with the particular plant for which the operator is nominated</li> <li>projects worked on in the last 12 months</li> </ul>  | Non-price Criteria | 10%       |

| Item | Criteria   | Scoring methodology  | Price or non-price | Weighting   |
|------|--|--|--------------------|-------------|
|      |  | <ul style="list-style-type: none"> <li>Council's existing knowledge of the operator (if any) primarily based on supervisor reports</li> <li>referee checks</li> </ul>  |                    |             |
| 4.   | <b>Suitability of Plant</b>                            | <p>The suitability of the proposed plant shall be scored on a sliding scale of 1 to 10, with 10 being the highest. In considering the score to be applied, the Evaluation Panel shall consider, amongst other things:</p> <ul style="list-style-type: none"> <li>the appropriateness of plant (i.e. 14 ft grader over 12 or 16 ft)</li> <li>ancillary equipment;</li> <li>age of plant;</li> <li>condition of plant;</li> <li>any known reliability issues (including from council supervisor reports).</li> </ul>               | Non-price Criteria | 10%         |
| 5.   | <b>Financial and Managerial Capability of Supplier</b> | <p>The capability of the supplier shall be scored on a sliding scale of 1 to 10, with 10 being the highest. In considering the score to be applied, the Evaluation Panel shall consider, amongst other things:</p> <ul style="list-style-type: none"> <li>financial capability (measured by credit referee check and 3 years historic financial information)</li> <li>ability to manage relationships with key stakeholders (Council staff, other subcontractors etc)</li> <li>quality, safety, environmental systems</li> </ul> | Non-price Criteria | 10%         |
|      |  | <b>TOTAL</b>   |                    | <b>100%</b> |

- b) endorse the use of the attached request for tender documents and evaluation plan (5.2.1 2018 Pre-Qualified Suppliers Request For Tender – Plant Hire and 5.2.2 2018 Pre-Qualified Suppliers Evaluation Plan – Plant Hire).

#### Resolution No. 085/1718

Council resolves to;

- a) adopt the following criteria for the 2018 pre-qualified suppliers plant hire tender process, and;

| Item | Criteria      | Scoring methodology  | Price or non-price | Weighting |
|------|---------------|--|--------------------|-----------|
| 1.   | <b>*Rates</b> | To determine the scores for each item of plant submitted for inclusion on that | Price criteria     | 60%       |

| Item | Criteria  | Scoring methodology  | Price or non-price | Weighting |
|------|---|--|--------------------|-----------|
|      |   | Register: <ul style="list-style-type: none"> <li>the lowest hourly rate submitted by any tenderer for a particular item of plant for a particular Register (<b>Lowest Rate</b>) shall be given a score of 10;</li> <li>the Lowest Rate shall be divided by the rate for each other item of plant, and multiplied by 10 in accordance with the following formula:               <math display="block">\text{Score for Tendered Rate (out of 10)} = \frac{\text{Lowest Rate}}{\text{Tendered Rate}} \times 10</math> </li> </ul>                           |                    |           |
| 2.   | <b>*Development of competitive local industry</b> | Local suppliers shall be given a score of 10. Non-local suppliers shall score 0.<br>A local supplier is a supplier that: <ul style="list-style-type: none"> <li>is wholly or partly beneficially owned by persons whose usual place of residence is in the McKinlay Shire Council Local Government area; or</li> <li>has a place of business in the McKinlay Shire Council Local Government Area <b>AND</b> the majority of staff employed in connection with the services are residents of the McKinlay Shire Council local government area.</li> </ul> | Non-price Criteria | 10%       |
| 3.   | <b>Ability of Operators</b>                       | The ability of operators shall be scored on a sliding scale of 1 to 10, with 10 being the highest. In considering the score to be applied, the Evaluation Panel shall consider, amongst other things: <ul style="list-style-type: none"> <li>extent of experience with the particular plant for which the operator is nominated</li> <li>projects worked on in the last 12 months</li> <li>Council's existing knowledge of the operator (if any) primarily based on supervisor reports</li> <li>referee checks</li> </ul>                                | Non-price Criteria | 10%       |

| Item | Criteria   | Scoring methodology  | Price or non-price | Weighting   |
|------|--|--|--------------------|-------------|
| 4.   | <b>Suitability of Plant</b>                            | <p>The suitability of the proposed plant shall be scored on a sliding scale of 1 to 10, with 10 being the highest. In considering the score to be applied, the Evaluation Panel shall consider, amongst other things:</p> <ul style="list-style-type: none"> <li>the appropriateness of plant (i.e. 14 ft grader over 12 or 16 ft)</li> <li>ancillary equipment;</li> <li>age of plant;</li> <li>condition of plant;</li> <li>any known reliability issues (including from council supervisor reports).</li> </ul>               | Non-price Criteria | 10%         |
| 5.   | <b>Financial and Managerial Capability of Supplier</b> | <p>The capability of the supplier shall be scored on a sliding scale of 1 to 10, with 10 being the highest. In considering the score to be applied, the Evaluation Panel shall consider, amongst other things:</p> <ul style="list-style-type: none"> <li>financial capability (measured by credit referee check and 3 years historic financial information)</li> <li>ability to manage relationships with key stakeholders (Council staff, other subcontractors etc)</li> <li>quality, safety, environmental systems</li> </ul> | Non-price Criteria | 10%         |
|      |  | <b>TOTAL</b>   |                    | <b>100%</b> |

b) endorse the use of the attached request for tender documents and evaluation plan (5.2.1 2018 Pre-Qualified Suppliers Request For Tender – Plant Hire and 5.2.2 2018 Pre-Qualified Suppliers Evaluation Plan – Plant Hire).

Moved Cr. P Curr

Seconded Cr. J Fegan

CARRIED 4/0

**Attendance** – Director of Environmental, Regulatory Services & Engineering, Andrew Boardman left the meeting room at 9:29am.

**Attendance** - Director of Environmental, Regulatory Services & Engineering, Andrew Boardman re-entered the meeting room at 9:29am.

**Attendance** – Mayor Belinda Murphy re-entered the meeting room at 9:29am and resumed as chair of the Ordinary Meeting of Council.



### 5.3 Remote Airstrip Upgrade (RAU) Round 5 McKinlay Airstrip

Council in the September ordinary meeting supported the decision to prepare and application for the Remote Airstrip Upgrade (RAU) Programme Round 5 provided by the Australian Government's Department of Infrastructure and Regional Development, Regional Aviation Access Programme. This funding will provided 50% funding if matched 50% or 33% is matched by Council and another party, i.e. state government. Preliminary costings indicated the cost for an all-weather emergency airstrip will be \$1,189,740.00 (Excluding GST).

#### **RECOMMENDATION**

That Council resolves to supports the submission of a funding application for \$1,189,740.00 (excluding GST) in the Region Aviation Access Programme – Remote Airstrip Upgrade (RAU) Round 5 for an all weather airstrip at McKinlay with a commitment to match 50% funding or 33% funding if third party funding is secured within the 2018-2018 budget if successful.

#### **Resolution No. 086/1718**

Council resolves to support the submission of a funding application for up to \$1,189,740.00 (excluding GST) To the Region Aviation Access Programme – Remote Airstrip Upgrade (RAU) Round 5, with the following changes to the presented design

- 1) Removal of the helipad identified
- 2) The identified parking is sufficient for GA Aircraft.

An all weather airstrip at McKinlay with a commitment to match 50% funding with the aim to access funding through State and private investment to minimize Council Capitol investment. Application pending advice from Corporate Services for 2018/19 Capitol Works budget.

Moved Cr. J Fegan

Seconded Cr. S Royes  
CARRIED 5/0

**Attendance** – Director of Environmental, Regulatory Services & Engineering left the meeting room at 9:58am.

**Adjournment** - October Ordinary Meeting of Council adjourned for morning tea at 9:58am. Councillors, Mayor Belinda Murphy & CEO Peter Fitchat were introduced to Senior Constable Joshua Woodfeild, of Queensland Police Service. Council also attended “A Call to Love Our Planet Earth” Art Exhibition, by students of Julia Creek State School presented by Helen Lynch.

**Adjournment** – October Ordinary Meeting of Council re-opened at 10:49am.

**Attendance** – Director of Corporate and Community Services, Tenneil Cody entered the meeting room at 10:49am.

## **7.COMMUNITY SERVICES**

### **7.1 Community Services Report**

Council is presented with the monthly Community Services report, which provides an overview of the operations for the month of September 2017.

#### **RECOMMENDATION**

That Council receives the Community Services monthly report for September 2017.

#### **Resolution No. 087/1718**

Council receives the Community Services monthly report for September 2017.

Moved Cr. S Royes

Seconded Cr. N Walker

CARRIED 5/0

## 7.2 Arts & Cultural Policy

Council is presented with an updated version of the Arts & Cultural Policy for consideration.

### **RECOMMENDATION**

That Council adopts the Arts & Cultural Policy as presented.

#### **Resolution No. 088/1718**

Council adopts the Arts & Cultural Policy as presented.

Moved Cr. P Curr

Seconded Cr. J Fegan

CARRIED 5/0

## 7.3 Julia Creek Learning Facility

Council entered into an agreement with the State of Queensland in 2014 for the establishment of the Julia Creek Learning Facility. Recently a variation to this agreement was endorsed by both parties giving the effect of the 'State' fully funding the wage costs of the Teachers Aide. This report is prepared in order for Council to consider the parent fees and potential refund, given this reduced cost impact to Council.

### **RECOMMENDATION**

That Council resolves to amend the fee utilisation of the Julia Creek Remote Learning facility to \$2,000 per annum for the year of 2017. Further, on amendment of the fee, refund those families for fees paid to date based on the new fee.

#### **Resolution No. 089/1718**

Council resolves to amend the fee utilisation of the Julia Creek Remote Learning facility to \$2,000 per annum for the year of 2017. Further, on amendment of the fee, refund those families for fees paid to date during 2017 based on the new fee.

Moved Cr. P Curr

Seconded Cr. N Walker

Mayor B Murphy & Cr. S Royes voted in the negative.

CARRIED 3/2

## 8. CORPORATE SERVICES REPORT

### 8.1 Corporate Services Report

The Corporate Services Report as of 30<sup>th</sup> September 2017 which summarises the financial performance and position is presented to Council.

### **RECOMMENDATION**

That Council receives the monthly Corporate Services Report for the period ending 30<sup>th</sup> September 2017.

#### **Resolution No. 090/1718**

Council receives the monthly Corporate Services Report for the period ending 30<sup>th</sup> September 2017.

Moved Cr. N Walker

Seconded Cr. S Royes

CARRIED 5/0

**Attendance** – Director of Corporate & Community Services, Tenneil Cody left the meeting room at 11:32am.

## **9.CHIEF EXECUTIVE OFFICER REPORT**

### **9.1 Work for Queensland Program 2017-19**

McKinlay Shire submitted to the Queensland Government Work for QLD Round 1 a project Children's Water Play Park which was approved, because of the 2 week turnaround for project approval and costing and scopes was done in a short timeframe. Council went to a request for quotation process and when costing came back and the scope analysed in more detail the quotes come back with a significant short fall.

After discussions at Council briefing and with a more defined scope we bring this to Council.

Work for Queensland fund Children's Water Play Park with a approved budget of \$155,000.00 for completion at the end of November 2017, to have the water slide that could not be funded to be included and the \$150,000.00 Bush Dinner hut project be removed from the 2017-19 W4Q Program to fund the water slide and complete this project and to make this a fully functional play park for our locals and our travelling visitors to enjoy.

The water slide will cost \$175,300.00 excluding GST to complete.

### **RECOMMENDATION**

That Council receives this report and endorses that the project for the Bush Dinner hut be removed and the Water Slide be included in the 2017-19 Work for Queensland Fund and contribute \$20,300.00 excluding GST out of own source funding to complete this project.

### **Resolution No. 091/1718**

Council receives this report and endorses that the project for the Bush Dinner hut be removed and the Water Slide be included in the 2017-19 Work for Queensland Fund and contribute \$20,300.00 excluding GST out of own source funding to complete this project.

Moved Cr. P Curr

Seconded Cr. J Fegan

CARRIED 5/0

## **10.WHS REPORT**

Nil

## **11.MEMBERS BUSINESS**

**Cr. J Fegan** – Health Portfolio Update – House numbering.

**Cr. S Royes** – Avgas at the airport.

**Cr. B Murphy** – Meetings:

- Combo Waterhole Road Deputy DG Jeffrey McAlister

- Middle School and Soft fall discussion with Hon Kate Jones.

**Cr. B Murphy** – Ergon complaints dispute.

**Attendance** – Cr. P Curr left the meeting room at 12:01pm

**Attendance** – Cr. P Curr re-entered the meeting room at 12:01pm.

## 12. CLOSURE OF MEETING

The Chair of the meeting, Mayor Belinda Murphy declared the meeting closed at 12:02pm.



Mayor, Belinda Murphy