

Ordinary Meeting Agenda

PUBLIC



ORDINARY MEETING

TO BE

**HELD AT COUNCIL
CHAMBERS**

Tuesday 21st November 2017

Commencing at 8:00am

Notice is hereby given that an Ordinary Meeting will be held at the Council Chambers,
Civic Centre, Julia Creek on 21 November 2017 at 8:00am.

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1. OPENING BUSINESS

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

2. ATTENDANCE

Mayor: Cr. B Murphy

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

Staff:

Chief Executive Officer Mr. Peter Fitchat

Director Engineering, Environment and Regulatory Services Mr. Andrew Boardman

Executive Assistant Mrs. Amy Tinning

Other people in attendance:

Apologies:

3. CONFIRMATION OF MINUTES

That the Minutes of Ordinary Meeting on 13th October 2017 be confirmed.

MCKINLAY SHIRE COUNCIL

UNCONFIRMED MINUTES

OF THE

ORDINARY MEETING OF COUNCIL

HELD AT THE

BOARD ROOM, CIVIC CENTRE
JULIA CREEK

13th October 2017

ORDER OF BUSINESS

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1. Opening	3
2. Attendance	3
3. Confirmation of Minutes	3
4. Business Arising out of minutes of previous Meetings	3
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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 22nd September 2017.

RECOMMENDATION

That the Minutes of the Ordinary Meeting on 22nd September 2017 be confirmed.

Resolution No. 080/1718

The Minutes of Ordinary Meeting on 22nd 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

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.	*Rates	<p>To determine the scores for each item of plant submitted for inclusion on that Register:</p> <ul style="list-style-type: none"> the lowest hourly rate submitted by any tenderer for a particular item of plant for a particular Register (Lowest Rate) shall be given a score of 10; 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: $\text{Score for Tendered Rate (out of 10)} = \frac{\text{Lowest Rate}}{\text{Tendered Rate}} \times 10$	Price criteria	60%
2.	*Development of competitive local industry	<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"> is wholly or partly beneficially owned by persons whose usual place of residence is in the McKinlay Shire Council Local Government area; or has a place of business in the McKinlay Shire Council Local Government Area AND the majority of staff employed in connection with the services are residents of the McKinlay Shire Council local government area. 	Non-price Criteria	10%
3.	Ability of Operators	<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"> extent of experience with the particular plant for which the operator 	Non-price Criteria	10%

Item	Criteria	Scoring methodology	Price or non-price	Weighting
		<ul style="list-style-type: none"> is nominated • projects worked on in the last 12 months • Council's existing knowledge of the operator (if any) primarily based on supervisor reports • referee checks 		
4.	Suitability of Plant	<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"> • the appropriateness of plant (i.e. 14 ft grader over 12 or 16 ft) • ancillary equipment; • age of plant; • condition of plant; • any known reliability issues (including from council supervisor reports). 	Non-price Criteria	10%
5.	Financial and Managerial Capability of Supplier	<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"> • financial capability (measured by credit referee check and 3 years historic financial information) • ability to manage relationships with key stakeholders (Council staff, other subcontractors etc) • quality, safety, environmental systems 	Non-price Criteria	10%
		TOTAL		100%

- 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
6.	*Rates	<p>To determine the scores for each item of plant submitted for inclusion on that Register:</p> <ul style="list-style-type: none"> the lowest hourly rate submitted by any tenderer for a particular item of plant for a particular Register (Lowest Rate) shall be given a score of 10; 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: $\text{Score for Tendered Rate (out of 10)} = \frac{\text{Lowest Rate}}{\text{Tendered Rate}} \times 10$	Price criteria	60%
7.	*Development of competitive local industry	<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"> is wholly or partly beneficially owned by persons whose usual place of residence is in the McKinlay Shire Council Local Government area; or has a place of business in the McKinlay Shire Council Local Government Area AND the majority of staff employed in connection with the services are residents of the McKinlay Shire Council local government area. 	Non-price Criteria	10%
8.	Ability of Operators	<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"> extent of experience with the particular plant for which the operator is nominated projects worked on in the last 12 months Council's existing knowledge of the operator (if any) primarily based on supervisor reports referee checks 	Non-price Criteria	10%

Item	Criteria	Scoring methodology	Price or non-price	Weighting
9.	Suitability of Plant	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: <ul style="list-style-type: none"> the appropriateness of plant (i.e. 14 ft grader over 12 or 16 ft) ancillary equipment; age of plant; condition of plant; any known reliability issues (including from council supervisor reports). 	Non-price Criteria	10%
10.	Financial and Managerial Capability of Supplier	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: <ul style="list-style-type: none"> financial capability (measured by credit referee check and 3 years historic financial information) ability to manage relationships with key stakeholders (Council staff, other subcontractors etc) quality, safety, environmental systems 	Non-price Criteria	10%
		TOTAL		100%

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.

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 supports the submission of a funding application of up to \$1,189,740.00 (excluding GST) with the following changes to the presented design

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

To 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 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.

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

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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 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 30th 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 30th September 2017.

Resolution No. 090/1718

Council receives the monthly Corporate Services Report for the period ending 30th 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 wish was approved, because of the 2 week turnaround for project approval and costing and scopes was done in a short timeframe to get approved. 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.

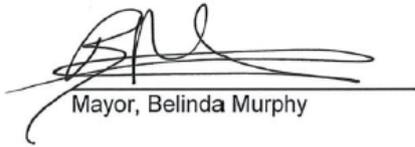
Cr. B Murphy – Ergon complaints dispute.

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

4. BUSINESS ARISING OUT OF MINUTES FROM PREVIOUS MEETING

5. ENGINEERING SERVICES REPORT



Ordinary Meeting of Council Friday 21 November, 2017

5.1 Subject: Engineering Works Report
Attachments: 5.1.1 – Works Program
5.1.2 – NDRRA Council Report
5.1.3 – NDRRA Program
Author: Acting Director Engineering and Regulatory Services
Date: 10th November, 2017

Executive Summary:

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

Recommendation:

That Council receives the October 2017 Engineering Works Report.

Background:

This report outlines the general activities of the department for the month of October 2017.

Consultation: (internal/External)

Finance Manager, Workshop and Fleet Manager, Works Staff

Legal Implications:

Nil

Policy Implications:

Nil.

Financial and Resource Implications:

As provided in the report.

InfoXpert Document ID: 88418

Capital Works Program 2017-18

Infrastructure & Works	New, Renewal or Upgrade	Budget	% Completed	Estimated Completion Date	Status
Roads					
R2R - Gilliat / McKinlay	Upgrade	567,920	0	April 2017	Commence Early 2018
Taldora Road - 244/LGSR/20 Construct to new sealed 2 lane standard, 5.45kms	New	600,000	95	October 2017	Seal Completed
Nelia Bunda Road - 244/LGSR/17 Construct to new sealed 2 lane standard, 2.5kms	New	300,000	20%	November 2017	Commence early November 2017
RESEAL Shire Road Network - Julia Street / Old Normanton Road, Hickman Street, Punchbowl Road	Renewal	100,000	0		Commence May 2018
Grid Replacement Program - Allowance for 2 Grids	Renewal	30,000	0		
Install Kerb & Channel - Julia Creek - approx 200 m broken K & C to be removed and install new K & C	Renewal	50,000	0		Review being undertaken on damaged kerbing in Julia Creek. Report being prepared.
RV Access Road - New sealed road from Flinders Highway to the JC RV Site & from the RV Site to Shaw St Julia Creek	New	299,677	2%	December 2017	Commence mid November 2017
Combo Waterhole Access Road - Formed & Gravelled & Sealed road (8kms)	Upgrade	1,269,022	0		REMOVED FROM PROGRAMME
		3,216,619			

Infrastructure & Works	New, Renewal or Upgrade	Budget	% Completed	Estimated Completion Date	Status
Wastewater					
Julia Creek Sewerage - Sludge drying beds rehab, flow meter at STP and lagoon, effluent recycle for irrigation, install generator at Hickman St pump station, concrete bund wall, sewerage consultancy environmental investigation.	Renewal	120,000	15%		Generator has been delivered to Hickman Street Pump Station, Design Completed, getting design confirmed for future demand
Caravan Park Sewer Upgrade - CARRYOVER - Works for Qld Grant	Upgrade	30,000	100%		Complete
150,000					
Water					
Julia Creek Water - CARRYOVER - AC mains replacement	Renewal	80,000	5%		Pipe Purchased
Kynuna Water Upgrades - Fire hydrants, submersible pump in Bore 1	Upgrade	30,000	100%		Scope Change as requested by CEO to improve water quality
McKinlay Water Upgrades- CARRYOVER LGGSP funding - \$317,400. \$95,220 recd 16/17. A further \$222,180 to be recd as project is completed in 17/18 year. Project to be completed by Nov 17.	Upgrade	150,000	80%		Installation of new Bore Completed. Replacement of Water Mains is being undertaken.
260,000					

Transport					
Julia Creek Airport - \$500,000 from Building our Regions(State) \$1,170,545 from Dept of Infrastructure & Regional Development (Federal) \$250k paid in 16/17 from the Federal.	Upgrade	2,291,091	5%		Works commencing 6 th November, 2017
Workshop					
Plant & Vehicle Replacement	Renewal	1,339,000			Ongoing. Two (2) Trucks from last budget have been received. Coaster Bus has been ordered. Quotations being obtained for all vehicle replacements.

Operational Works

Engineering Operational Works July 2017-June 2018	Status
Shire Road Maintenance	Maintenance Program Attached. Works Foreman – Richard Watkins has been appointed to the Position
Road Signage	Ongoing as required
Town Streets	Review being undertaken on damaged Kerbing in Julia Creek. Report being prepared.
NDRRA	Report Attached
Julia Creek Airport	Slashed 25/07/2017. Lighting has been decommissioned and portable lights will be used until new lighting installed.
Kynuna Airport	Graded 16/02/2017
McKinlay Airport	Graded 31/03/2017
Plant and Equipment	Ongoing
RMPC	Contract Finalised 2017/18 RMPC Foreman – Zac Jensen has been appointed to the Position
Workshop	Mechanic – Remains unfilled Workshop currently operating with Workshop Supervisor and Trainee

Engineering Operational Works July 2017-June 2018	Status
Parks and Gardens	
Maintenance undertaken in Julia Creek Township on all Council owned Assets.	Ongoing
McKinlay Township - P & G Program in place which is reviewed on a weekly basis by RMPC Foreman	McKinlay Crew undertaking maintenance as required. Positive feedback received at Community Meetings held in July 2017.
Kynuna Township - P & G Program in place which is reviewed on a weekly basis by RMPC Foreman	McKinlay Crew undertaking maintenance as required. Positive feedback received at Community Meetings held in July 2017

Engineering Operational Works July 2017-June 2018	Status
Water	
Julia Creek	Ongoing Monitoring and Reporting. Monthly testing completed for Water Quality and Reporting
Kynuna	Ongoing Flushing, Monitoring and Reporting. Monthly testing completed for Water Quality and Reporting
McKinlay	Ongoing Flushing, Monitoring and Reporting. Monthly testing completed for Water Quality and Reporting
Wastewater	
Julia Creek	Ongoing Maintenance, Monitoring and Reporting. Sewage Treatment Plant commissioned and bunded wall installed

2017-18 Works Program – Attachment 5.1.1

NDRRA Council Report – Attachment 5.1.2

NDRRA Program 0 Attachment 5.1.3



Council Ordinary Meeting 21st November 2017

5.2 Subject: Dirt N Dust Road Closures and In-Kind Request
Attachments: 5.2.1 DnD Road Closure and In-Kind Request Letter
Author: Acting Director Engineering and Regulatory Services
Date: 12 November 2017

Executive Summary:

Council have received a letter from Dirt N Dust (attachment 5.2.1) requesting Council support with road closures, traffic management plans and in-kind support for the 2018 Dirt N Dust Festival Event.

Recommendation:

That Council resolves to;

- a) send a letter of support for the 2018 Julia Creek Dirt N Dust Festival event road closures;
 - b) submit a Traffic Management Plan for the road closures, and;
 - c) provide in-kind support for provision of, a lead vehicle (with flashing lights) for the Triathlon, setup of road barriers/signage for closure and a street sweep.
-

Background:

Council have received a letter from Dirt N Dust (attachment 5.2.1) requesting Council support with road closures, traffic management plans and in-kind support for the 2018 Dirt N Dust Festival Event.

Comments:

Council has previously assisted with the event through direct and in-kind support. Dirt N Dust has also requested a street sweep prior to event, exact details to be clarified

Legal Implications: - Nil

Policy Implications: - Nil

Financial and Resource Implications – Cost of staff and resources to provide support requested.

Risk Management – Nil

Options for Council to Consider – To/Not provide support for road closures, Traffic Management Plan of in-kind support.

InfoXpert Document ID: - 88160



Council Ordinary Meeting 21st November 2017

5.3 Subject: Jim Conroy – Letter of Complaint Regarding Fencing of Road
Attachments: Nil
Author: Acting Director Engineering and Regulatory Services
Date: 13 November 2017

Executive Summary:

Council has received a letter from Jim Conroy complaining that access through Lot 8/TO38 to his land Lot 11/TO38 has been cut and requests that Council become involved as this is an access road.

Recommendation:

That Council resolves to inform My Conroy that the Access to Lot 11/TO38 isn't identified as an Access Road under Council's Road Access Policy and that it currently isn't a road on Council's Asset register.

Background:

Council has received a letter from Jim Conroy complaining that access through Lot 8/TO38 to his land Lot 11/TO38 has been cut and requests that Council become involved as this is an access road.

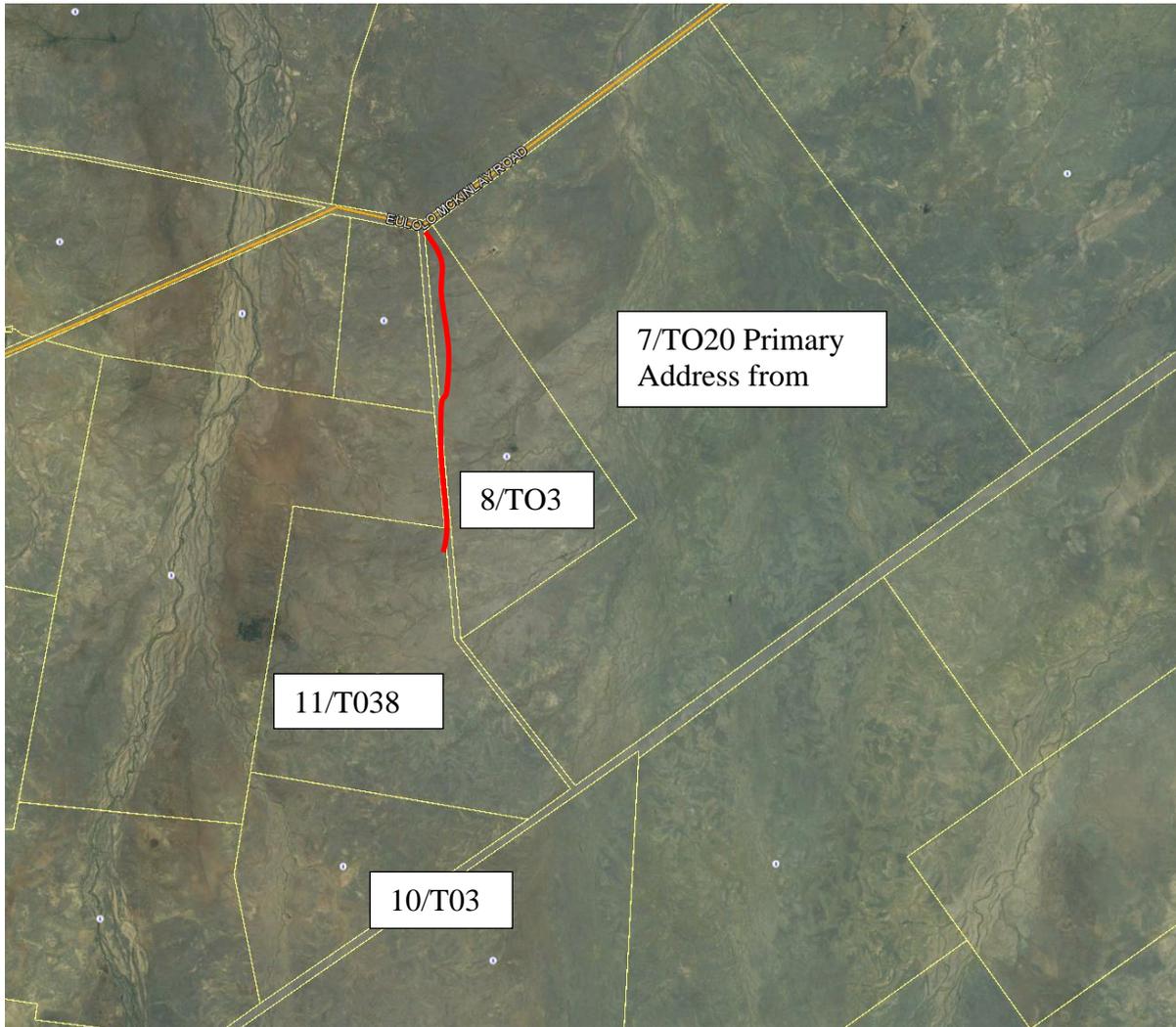
The access has been cut due to the landholder of Lot 8/TO3 re-fencing the boundary and not reinstating previous access gates.

Comments:

The 'access road' in question is not on Council's Asset register. The landholder still has access through his Property Lot 7/TO38 to both Lot 10 and 11 on Plan TO38.

Council's Road Policy identifies for a road to be connected to a remote property it needs to be inhabited for more than 250 days/year. Council's Rates system identifies Lot 7/TO20 as the primary address and this has access from Eulolo-McKinlay Road.

A map is included below showing the lots and 'access road' in question.



Legal Implications: - No legal implications identified

Policy Implications: - Road Access Policy

Financial and Resource Implications – None currently identified

Risk Management – NA

Options for Council to Consider - NA

InfoXpert Document ID: - 87727

6. ENVIRONMENT AND REGULATORY SERVICE REPORT



Council Ordinary Meeting 21st November 2017

6.1 Subject: Environmental and Regulatory Services Report - October 2017
Attachments: None
Author: Acting Director Engineering and Regulatory Services
Date: 06 November 2017

Executive Summary:

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

Recommendation:

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

Background:

This report outlines the general activities of the department for the month of October 2017.

Detailed below are the general matters of interest that relate to the day to day activities of the department throughout the month.

Budget Legend:

Revenue	Actual exceeds Budget YTD	
	Actual below Budget YTD	
Expenditure	Actual below Budget YTD	
	Actual exceeds Budget YTD	
Any	Note provided	

Consultation: (internal/External)

Environmental & Regulatory Services Team Leader and Staff, Finance Manager and Ranger.

Legal Implications:

Nil

Policy Implications:

Nil

Financial and Resource Implications:

As provided in the report.

InfoXpert Document ID: 88415

1 – Refuse Collection and Disposal

1.1 - Budget

<u>Revenue</u>	Actual YTD	Budget YTD	Budget
Refuse Collection	\$37,376	\$24,141	\$72,422
Refuse Disposal	\$17,705	\$11,152	\$33,455

<u>Expenditure</u>	Actual YTD	Budget YTD	Budget	Bud-Act
Kerbside Rubbish Collection	\$24,680	\$14,333	\$43,000	\$18,320
Refuse Disposal Operation Costs	\$29,162	\$18,333	\$55,000	\$41,955

1.2 - Report

Julia Creek Refuse Collection and Disposal

Routine collection of kerb side rubbish continues weekly in Julia Creek. The average weekly volume of house hold refuse collected every Friday continues to be approximately 17 cubic meters per week or one truck load.

One business was warned about dumping in the incorrect section within the facility.

Julia Creek Waste Management Facility

The Waste Facility has been regularly pushed during the month. Local Laws Officer is continuing to pick up loose rubbish around facility when required.

Illegal dumping

There were no reported incidents of illegal dumping in October.

2 – Environmental Health Services

2.1 - Budget

<u>Revenue</u>	Actual YTD	Budget YTD	Budget
Environmental License Fees	\$668	\$267	\$800

<u>Expenditure</u>	Actual YTD	Budget YTD	Budget	Bud-Act
Environmental Health Services	\$110,400	\$36,800	\$260,000	\$149,600

2.2 - Report

Water and Sewage monitoring

Water sampling is carried out in accordance with our Drinking Water Quality Management Plan (DWQMP) across our four (4) water supplies. Key matters of concern under the DWQMP are the presence of *Escherichia coli* or e-coli in the water. The presence of e-coli has potential health impacts.

Sampling taken in October established no E.coli presence in all four (4) water supplies.

Sewerage sampling is carried out on the Julia Creek Sewerage Treatment Plant in accordance with the requirements of the licences issued by the Department of Environment and Heritage.

Bore logger was organised to log the Nelia Town Bore.

Food Safety

Council's Food Auditor undertook inspections on all food businesses on the week of 2nd October 2017. Majority of the businesses have improved their practices since the last audit however there were a couple of businesses that have made no improvement since the last inspections.

Council may wish to take disciplinary action against these food businesses.

Vector Control

Fogging was undertaken on two (2) properties during the month

Notifiable Diseases Report

There were no notifiable disease reports received from Qld Health during the month.

Workplace Health and Safety

No safety issues were identified during the month.

Hazard Inspections were undertaken on the Airport and Depot during the month. First Aid Kit located at the Depot was also inspected.

3 – Local Law Administration

3.1 – Budget

<u>Revenue</u>	<u>Actual YTD</u>	<u>Budget YTD</u>	<u>Budget</u>
Animal Registration Fees	\$4,591	\$1,667	\$5,000
Fines & Penalties – Animal Control	\$699	\$167	\$500
Animal Boarding	\$516	\$500	\$1,500

<u>Expenditure</u>	<u>Actual YTD</u>	<u>Budget YTD</u>	<u>Budget</u>	<u>Bud-Act</u>
Local Law Administration	\$18,289	\$21,667	\$65,000	\$46,711

3.2 - Report

General information of activities for Local Law/Animal Control matters is outlined the table below.

Table 1 - Local Law & Animal Control Summary

<u>Activity</u>	<u>Number/Details</u>
Impounding's and notices	Nil
Euthanized/Destroyed	Two (2) Feral Cats
Verbal/Written/Official warning	Six (6) – Horses in dump area, barking dogs, dog at large, dog attack on emu
Complaints	Three (3) – barking dogs, dogs at large
Dog Boarding	Nine (9) dogs
Removal of Dead Animals	Nine (9)
Trapping Locations & Results	Cat traps placed at School and Residence on Burke Street (2 cats trapped at Residence)

4 – Noxious Weeds and Pest Control

4.1 - Budget

<u>Revenue</u>	Actual YTD	Budget YTD	Budget
Pest Plant & Animal Control Funding	\$0	\$33,333	\$100,000
Truck Washdown Bay	\$5,273	\$6,667	\$20,000
Dingo Baits	\$0	\$167	\$500
Feral Pig Baits	\$0	\$33	\$100

<u>Expenditure</u>	Actual YTD	Budget YTD	Budget	Bud-Act
Pest Plant Control Program	\$27,343	\$96,667	\$290,000	\$262,657
Pest Animal Control Program	\$9,774	\$28,333	\$85,000	\$75,226

4.2 – Report

Pest Plant

Bull rushes and prickly acacia sprayed around town drains.

The McKinlay Mesquite Eradication Program continued throughout the month by Macaroni Contractors. (16 men over 6 days)

Wash-down Bay is operational, there was a broken gate on vehicle wash area.

Feral Animal Control

1080 Baiting was conducted on the week of the 16th October. A total of 45 properties participated in the program with a total of 9,080kgs of meat treated.

340 De-k9 baits were issued during October.

No Dingo Scalps were presented in October.

5 – Livestock Operations

5.1 – Budget

<u>Revenue</u>	Actual YTD	Budget YTD	Budget
Livestock Weighing	\$18,077	\$10,000	\$30,000
Livestock Cattle Loading	\$20,314	\$10,000	\$30,000

<u>Expenditure</u>	Actual YTD	Budget YTD	Budget	Bud-Act
Livestock Operational Costs	\$25,705	\$32,333	\$97,000	\$71,295

5.2 - Report

Julia Creek Livestock Facility

The use of the sale yard and weighing facility is continuing with the regular use by road transport.

There were 1,127 head of cattle weighed and scanned at the facility during October.

Cracker dust was laid under weigh bridge donga.

Painting and maintenance has continued throughout the month.

Table 2 below, details the month and year to date activities for the Julia Creek Livestock Facility to date.

Table 2 - Livestock Weighing Month and Year Totals

MONTH	2011	2012	2013	2014	2015	2016	2017
JANUARY	0	199	0	359	0	0	0
FEBRUARY	320	2309	1740	1322	1872	525	467
MARCH	500	0	676	617	3446	1497	1333
APRIL	2881	1048	1584	406	5315	951	2487
MAY	2642	3257	3829	1891	8107	615	2062
JUNE	2188	287	3976	2,109	3,442	1456	1522
JULY	542	3,931	1,774	0	2,170	2809	2003
AUGUST	2720	3260	0	374	1183	2582	2311
SEPTEMBER	2,995	1706	338	3274	488	2665	1478
OCTOBER	1276	618	1153	790	1252	4613	1127
NOVEMBER	2031	825	357	508	36	1011	
DECEMBER	271	524	0	240	0	234	
TOTAL FOR YEAR	18,366	17,964	15,427	11,890	27,311	18,958	14,790

Livestock Operations (Cattle Loading)

There were no cattle that were loaded during October keeping the progressive total for 2017 Livestock Season to 18,772. No trains were loaded keeping the progressive total of trains loaded for the 2017 Livestock Season to forty one (41).

Table 3 below details the monthly and yearly activities.

Table 3 – Livestock Loading Monthly and Yearly Totals

MONTH	2009	2010	2011	2012	2013	2014	2015	2016	2017
JANUARY	0	0	0	0	0	0	0	0	0
FEBRUARY	0	0	687	0	1764	680	0	0	132
MARCH	0	0	116	1102	5310	851	0	572	920
APRIL	3580	2189	2207	2791	5813	1811	7653	1737	580
MAY	4021	4153	1327	6178	8670	7414	7204	2933	6126
JUNE	7089	5166	5910	3788	8451	5912	6605	3486	2658

JULY	1839	7195	3261	4877	7645	5246	6998	3565	3654
AUGUST	1520	6012	3566	6534	4215	6843	3936	4963	2898
SEPTEMBER	6396	2437	5561	5410	1904	4508	315	2233	1804
OCTOBER	4511	861	5228	5833	1800	3122	0	1070	0
NOVEMBER	1033	498	3546	4568	0	3439	0	1641	
DECEMBER	0	0	709	110	0	0	0	144	
TOTAL FOR YEAR	29989	28511	32118	41141	45572	38826	32711	22344	18772

6 – Stock Routes and Reserves

6.1 - Budget

<u>Revenue</u>	Actual YTD	Budget YTD	Budget
Stock Route – Permit/Water Fees	\$8,696	\$2,833	\$8,500
Stock Route Recoverable Works	\$0	\$0	\$0
Trustee Lease Fees	\$36,949	\$38,333	\$115,000
Reserve Agistment Fees	\$6,719	\$5,000	\$15,000

<u>Expenditure</u>	Actual YTD	Budget YTD	Budget	Bud-Act
Precept Expenses	\$0	\$6,667	\$20,000	\$20,000
Stock Route Maintenance	\$15,800	\$41,667	\$125,000	\$109,200
Reserve Expenses	\$1,958	\$13,333	\$40,000	\$38,042
Cemeteries	\$7,623	\$6,667	\$20,000	\$12,377

6.2 - Report

Stock Routes and Reserves

No Agistment/Tailing Permits were issued during the month.

There currently are Twenty Eight (28) Stock Route Water Agreements. One agreement is still in draft stage; agreement has been re-sent and should be returned in the coming weeks.

Capital Works Projects for the 2017 Financial Year have been submitted to DNRM for Kulwin, Coomara, Hampden and Na Vista Water Facilities.

DPI Paddock

Works on the paddock during the month included; Stick raked around water point and cleared around fence line of horse paddock.



Cemeteries

Council had one (1) enquiry in relation to a hole in the wall for ashes during the month.

7 – Work Program (Workcamp)

7.1 - Budget

<u>Expenditure</u>	Actual YTD	Budget YTD	Budget	Bud-Act
Work Program	\$4,616	\$16,667	\$50,000	\$45,384

7.2 - Report

The Work Camp program has been busy with a number of community based programs as detailed in the table below.

Table 4 - Work Program Activities

Activity	Details
Mowing of various NFP yards in Julia Creek	Mowing conducted frequently
Mowing of all local churches	Mowing conducted frequently
Mowing/Whipper snipping around Airport Area	Mowing conducted when required
Whipper snipping of McIntyre Park Area	Mowing conducted when required
Mowing/Whipper Snipping around Sale Yards	Mowing conducted when required
Providing assistance in the Council Workshop	Ongoing
Julia Creek Waste Management and Recycling Facility – Picking up Rubbish	Ongoing, however Local Laws Officer is undertaking this more regularly now.
Kynuna, McKinlay and Nelia Waste Facilities – Cleaning of Facility	Ongoing
Various works at all Cemeteries	Ongoing

Lawn and Gardening Maintenance at the Julia Creek State School	Ongoing
Assistance with various works around the Livestock Facility	Ongoing
Clean up of SES Shed in Kynuna	Ongoing
Sand back the water fountain at the Medical Centre/Library in preparation for mosaic	Completed
Pull down fence and whipper snip drain at Caravan Park	Completed
Cut tiles for new mosaic	Completed
Remove shade sail from RV Park	Completed

8 – Housing, FRB and Community Centre

8.1 - Budget

Revenue	Actual YTD	Budget YTD	Budget
Council Property/Staff Housing Program	\$23,176	\$33,333	\$100,000
FRB Centre Rent	\$9,340	\$8,667	\$26,000
Community Centre Hire Fees	\$344	\$1,333	\$4,000

Expenditure	Actual YTD	Budget YTD	Budget	Bud-Act
Council Property/Staff Housing Program	\$51,572	\$62,833	\$188,500	\$136,928
FRB Units & Community Centre Operations Costs	\$11,607	\$17,667	\$53,000	\$41,393

8.2 - Report

Corporate Facilities and Housing

Only minor repairs were undertaken on Corporate Facilities and Housing during the month.

Table 6 - Staff Housing Activities

Activity	Number
Properties Available for use	NOTE Two (2) dwellings are available for use. 1. 4 Amberley Drive; and 2. 72 Coyne Street
Properties not available	1. 4 Shaw Street is not available due to its condition 2. 69 Coyne Street is not available due to its condition

New Tenancies	Nil
Finalised Tenancies	One – 10 Shaw Street (Temp Community Services Team Leader) New tenant arrives in November
Remedy Breach	One – Still under investigation
Notice to Leave	Nil
General	General Maintenance performed when required.

Old Senior/Aged Care Housing

Old Senior/Aged Care Housing activities for the month are detailed in Table 7 Below:

Table 7 – Old Senior / Aged Care Housing Activities

Activity	Number
Properties Available	4
New Tenancies	Unit 3/50 Old Normanton Road (Works Foreman)
Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil
General	General Maintenance performed when required.

Seniors Living Units

Seniors Living Unit activities for the month are detailed in Table 8 Below:

Table 8 – Seniors Living Unit Activities

Activity	Number
Properties Available	Unit 1, Unit 5, Unit 7
New Tenancies	Nil
Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil
General	General Maintenance performed when required.

9 – Land and Building Development

9.1 - Budget

<u>Revenue</u>	Actual YTD	Budget YTD	Budget	
Land and Building Development	\$333	\$16,000	\$48,000	

<u>Expenditure</u>	Actual YTD	Budget YTD	Budget	Bud-Act
Town Planning Program	\$38,672	\$33,333	\$100,000	\$61,328

9.2 - Report

Regulatory Services, Land and Building Development

One building application was received during the month for the a new café in Burke Street

10 – Local Disaster Management

10.1 – Budget

<u>Revenue</u>	Actual YTD	Budget YTD	Budget
SES Grants	\$0	\$7,417	\$22,250

<u>Expenditure</u>	Actual YTD	Budget YTD	Budget	Bud-Act
Disaster Management Operational Costs	\$13,442	\$9,000	\$27,000	\$61,328

10.2 - Report

Disaster Management

No incidents occurred that required the activation of the LDMG or SES. SES have now found a local controller.



Council Ordinary Meeting 21st November 2017

CONFIDENTIAL

6.2 Subject: Application to Purchase Part Lot57 SP284275
Attachments: Nil
Author: Director Environment and Regulatory Services
Date: 12 November 2017



Council Ordinary Meeting 21st November 2017

CONFIDENTIAL

6.3 Subject: Permit To Occupy Landsbrough Hwy Stock Route Paddock McKinlay

Attachments: 6.3.1 Proposed Permit Area

Author: Director Environment and Regulatory Services

Date: 12 November 2017



Council Ordinary Meeting 21st November 2017

6.4 Subject: DPI Horse Paddock Agistment
Attachments: 6.4.1 Proposed DPI Horse Paddock Agistment Agreement
Author: Director Environment and Regulatory Services
Date: 12 November 2017

Executive Summary:

Council in its June 2017 Ordinary meeting resolved to make the 448 ha paddock at the DPI Reserve into a dedicated Horse paddock. Council staff have included the proposed agistment agreement as attachment 6.4.1. Council's endorsement of the agreement is sought so agistment of this paddock can commence.

Recommendation:

That Council resolves to endorse the proposed horse paddock agistment rules attached (*6.4.1 Proposed DPI Horse Paddock Agistment Agreement*) and commence agistment at this paddock.

Background:

Council in its June 2017 Ordinary meeting resolved to make the 448 ha paddock at the DPI Reserve into a dedicated Horse paddock. Council staff have included the proposed agistment agreement as attachment 6.4.1. Council's endorsement of the agreement is sought so agistment of this paddock can commence.

Comments:

The proposed agreement has been created to ensure the paddock can be effectively managed by Council Staff.

Consultation: (internal/External) – Ranger and Local Laws Officer

Legal Implications: - NA

Policy Implications: - NA

Financial and Resource Implications: - Potential revenue from agistment.

Risk Management - NA

Options for Council to Consider - NA

InfoXpert Document ID: 88416



Council Ordinary Meeting 21st November 2017

6.5 Subject: Freehold Conversion for Grazing 12 T037 and 2 T09
Attachments: Nil
Author: Director Environment and Regulatory Services
Date: 12 November 2017

Executive Summary:

Council's view is sought by the Department of Natural Resources and Mines regarding the conversion of Lot 12 on T037 and Lot 2 on T09 to Freehold for the purpose of Grazing.

Recommendation:

That Council resolves to advise the Department of Natural Resources and Mines that it has no objections to the conversion of Lot 12 on T037 and Lot 2 on T09 to Freehold for the purpose of Grazing.

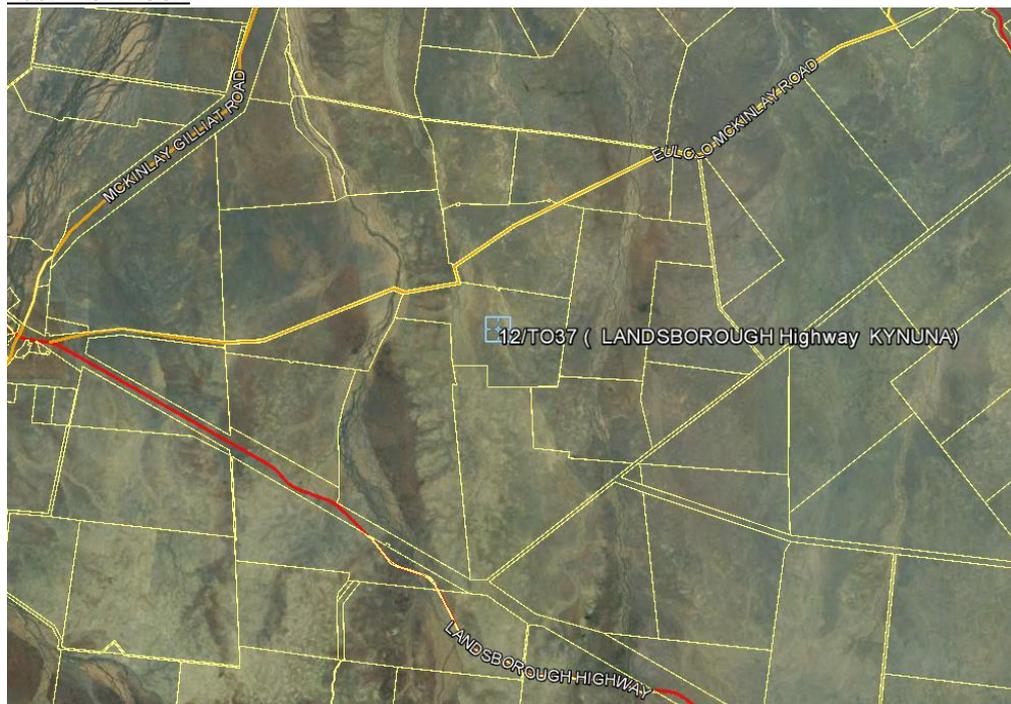
Background:

Council received correspondence from the Department of Natural Resources and Mines (DNRM) seeking Council views regarding the conversion of Lot 12 on T037 and Lot 2 on T09 to Freehold for the purpose of Grazing SP284275.

Comments:

The proposed land use is the same as previous purpose so there is not higher demand on Council infrastructure.

Lot 12 on T037



Lot 2 on T09



Consultation: (internal/External) - NA

Legal Implications: - NA

Policy Implications: - NA

Financial and Resource Implications: - NA

Risk Management - NA

Options for Council to Consider - NA

InfoXpert Document ID: 88422



Council Ordinary Meeting 21st November 2017

6.6 Subject: Eastern Creek Reserve Lot 7 on TO29
Attachments: 6.6.1 -Reserve 1324 Eastern Creek Reserve Lot 7 TO29 Correspondence
Author: Director Environment and Regulatory Services
Date: 12 November 2017

Executive Summary:

Council's view is sought by the Department of Natural Resources and Mines regarding becoming Trustees for Reserve 1324 Eastern Creek Reserve Lot 7 TO29.

Recommendation:

That Council resolves to either;

- a) Advise the Department of Mines and Natural Resources that Council wished to accept trusteeship of this reserve; or
 - b) Advise the Department of Mines and Natural Resources that Council does not wish to accept trusteeship of this reserve.
-

Background:

17 October 2017 Council received correspondence from the Department of Natural Resources and Mines seeking whether Council would accept trusteeship of Eastern Creek Reserve Lot 7 on TO29.

Comments:

Correspondence from 19 September 2016 from the Department sort Council's views for the renewal of a permit to occupy of the land as trustees. Council resolved to not undertake a trustee permit/lease arrangement and proceed to let the Department arrange the permit.

This correspondence requests if Council wishes to accept becoming trustee for the land.

Council must decided if they are willing to accept trusteeship. This means Council will have further obligations under the Land Act 1994. If Council don't wish to enter into a trustee lease in the future and have revenue return from the land then it is recommended that Council avoid the trusteeship.

Consultation: (internal/External) - NA

Legal Implications: - Land Act 1994

Policy Implications: - NA

Financial and Resource Implications: - Resources required to meet of legislative obligation if trustee.

Risk Management - NA

Options for Council to Consider – the accept/avoid trusteeship.

InfoXpert Document ID: 88412



Council Ordinary Meeting 21st November 2017

CONFIDENTIAL

6.7 Subject: Expression of Interest to Purchase Vacant Land from Council

Attachments: Nil

Author: Director Environment and Regulatory Services

Date: 12 November 2017

7. COMMUNITY SERVICES



Ordinary Meeting of Council 21st November 2017

7.1 Subject: Community Services Monthly Report

Attachments: Nil

Author: Director Corporate and Community Services

Date: 11 November 2017

Executive Summary:

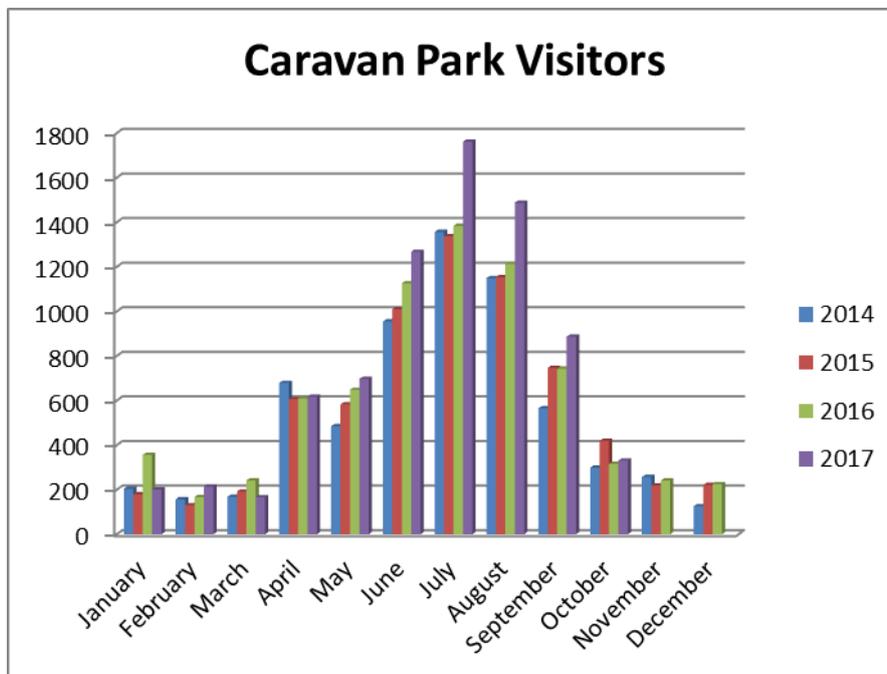
Council is presented with the monthly Community Services report, which provides an overview of the operations for the month of October 2017.

Recommendation:

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

Caravan Park

The Caravan Park recorded 331 visitors during October 2017, which represents a 4.7% increase for the same period last year (316 visitors October 2016).



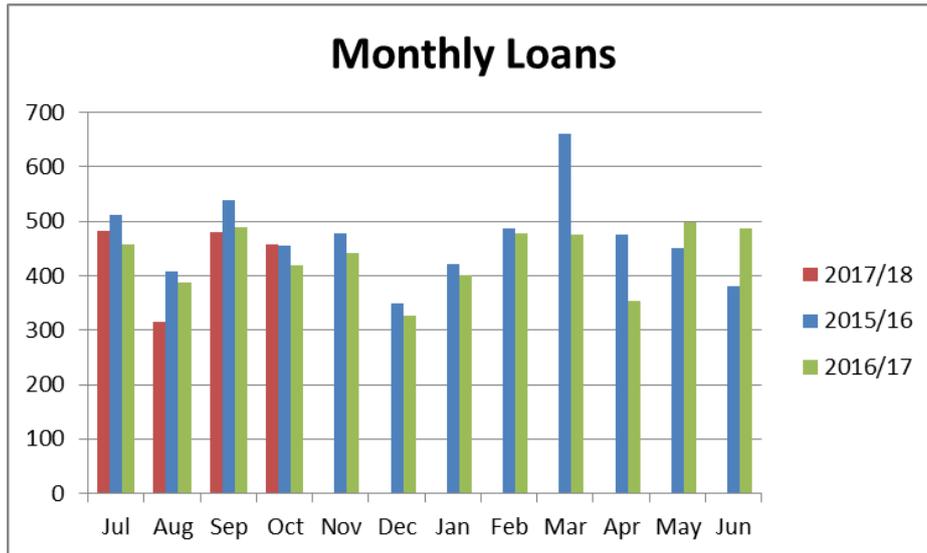
Library Services

During the month we displayed the kindy kids artwork which was based on the subject 'bones of our bodies' quite appropriately in time for Halloween.

The library is getting fewer numbers in the way of tourist visitors now but fortunately our locals are taking up the slack. With Thursdays and Fridays both being very busy for most of the day.

Halloween was the star attraction of the month and after encouragement from Renae I decided to enlist the help of the Friday Library kids to decorate the Library. It was quite a treat for the kids, (and adults too). We had gravestones, Mummies, bats, rats, black cats and even a witches cauldron and magic broom, have you ever seen a fountain of blood ? It happened on that night, not to mention the scary music and the smoke machine . Many thanks must go to the wonderful Parks and Gardens team who came after hours and helped set up, as with Chris Hewlett who let me borrow his camping oven and stand for my witches' cauldron.

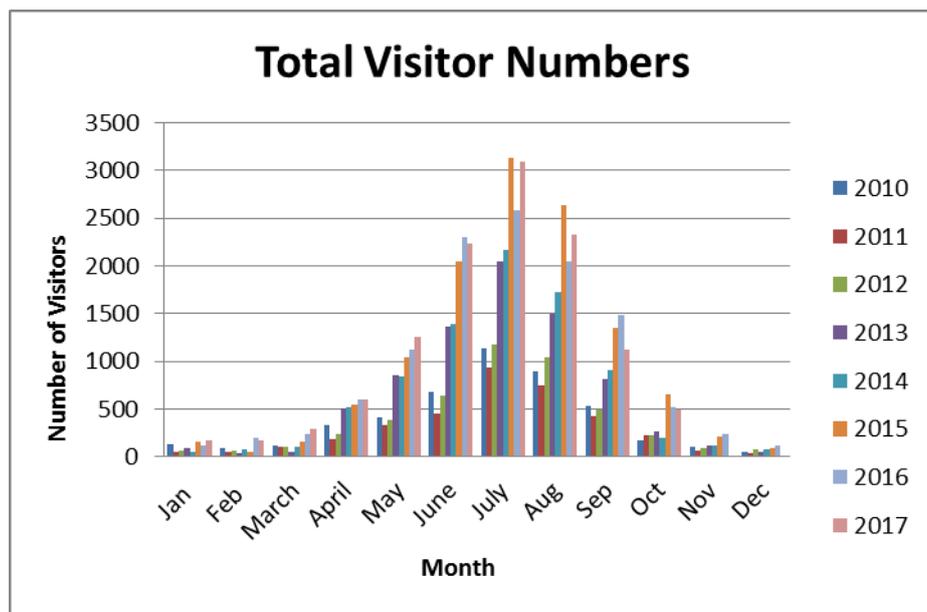




Tourism

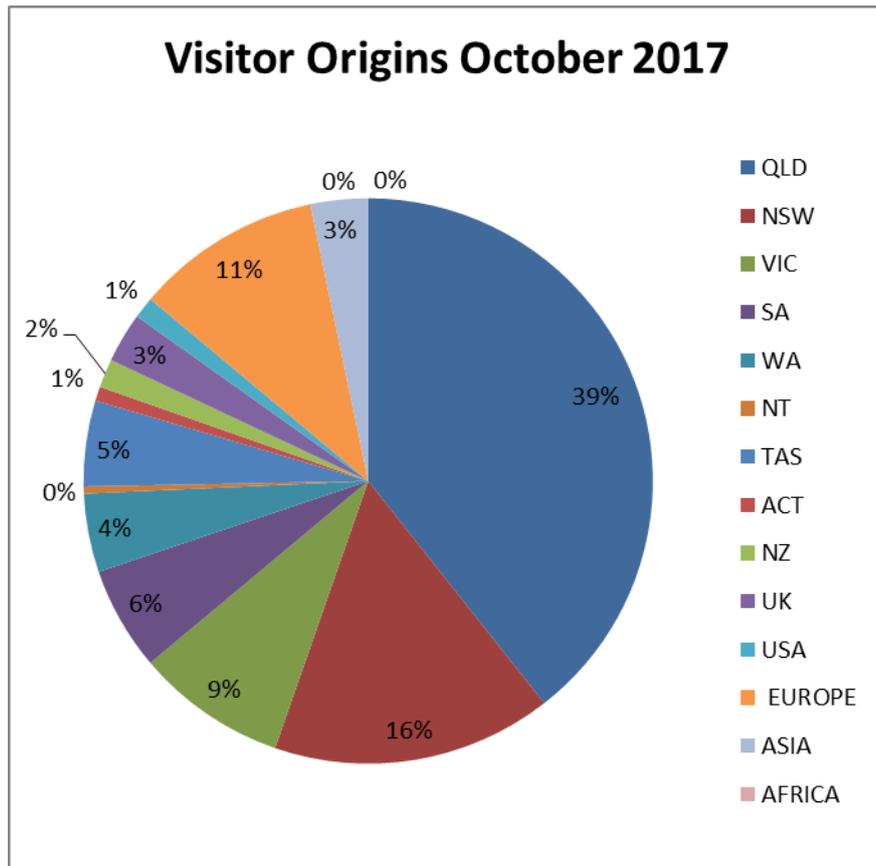
Total Visitor Numbers for October 2017 - 1128

There were 490 visitors to the Julia Creek Visitor Information Centre in October 2017 compared with 521 visitors in October 2016 – a decrease of 5.95% between 2016 and 2017 figures. There have been 11,782 visitors to the Julia Creek Visitor Information Centre this year to date (YTD) compared with 11,235 visitors over the same period in 2016 - an increase of 4.86% between 2016 and 2017 YTD figures.

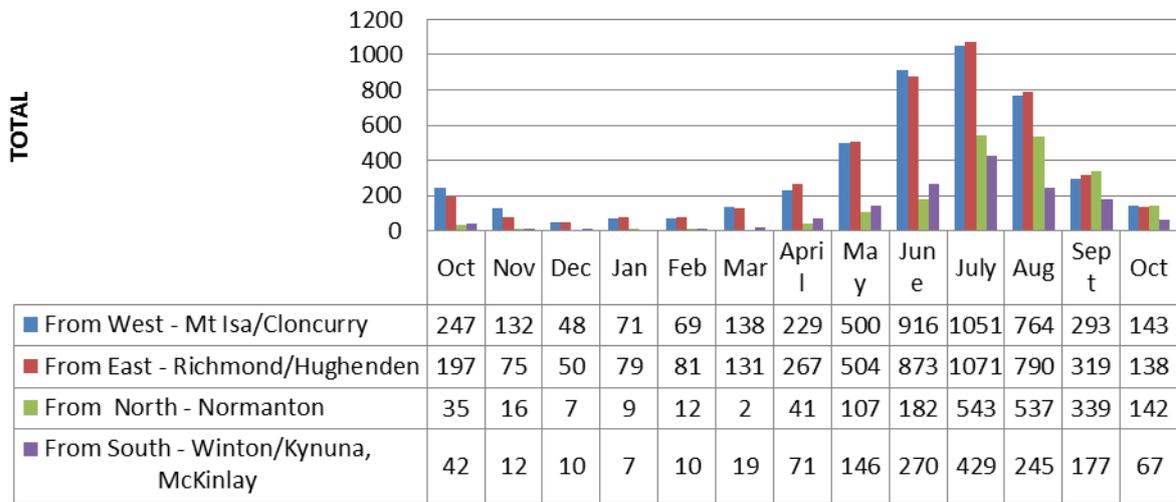


Total Locals Visitors October 2017 –19

There was a total of 19 local visitors to the Julia Creek Visitor Information Centre in October 2017 compared with 57 in October 2016 – a decrease of 66.6% in figures between 2016 and 2017. There have been 716 local visitors to the Julia Creek Visitor Information Centre this year to date (YTD) compared with 624 visitors over the same period in 2016 - an increase of 14.74% between 2016 and 2017 YTD figures.



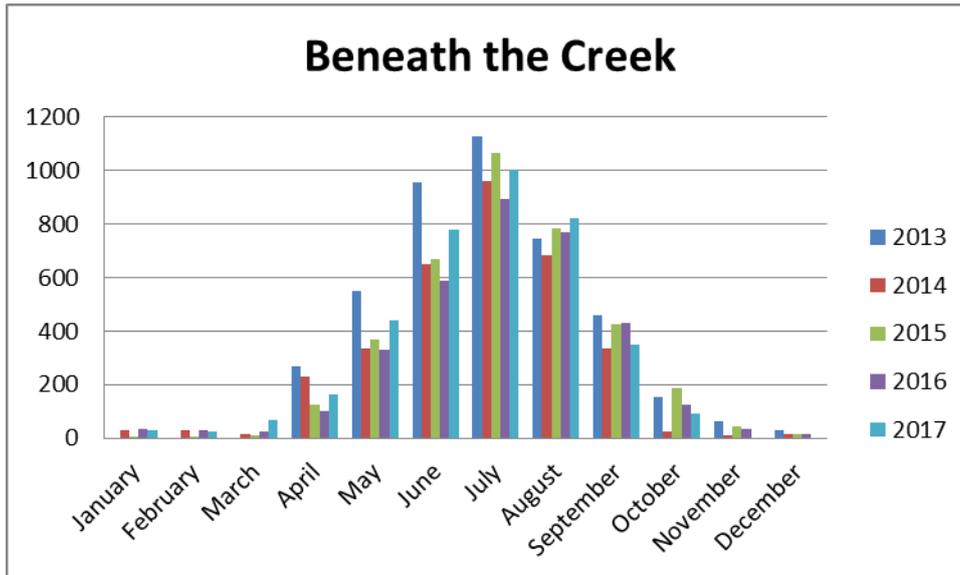
North West Regional Statistics Oct 2016- Oct 2017



Worth noting is that for the first time since statistics have been collected by the VIC, in October 2017 we observed more visitors accessing Julia Creek from the north than from the more popular easterly direction. The barramundi fishing season closed at the end of October and it is reported that the season has been much better than previous years which could account for more travellers from the Gulf - www.abc.net.au/news/rural/2017-06-26/gulf-barra-season-catch-50-per-cent-up/8641724.

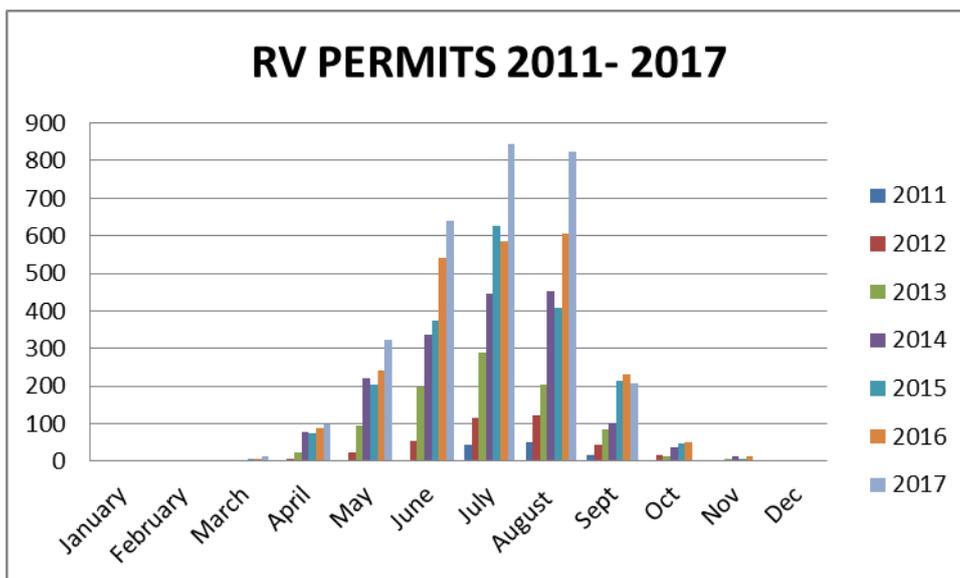
Beneath the Creek

There were 90 entries to 'Beneath the Creek' in October 2017 compared with 125 in October 2016 – a 28% decrease. There have been 3759 entries to Beneath the Creek in the Year to Date (YTD) compared with 3326 over the same period in 2016 which represents a 13.01 % increase.



RV Site Permits and Expenditure – 18 in October 2017

There were 18 RV Permits issued in October 2017 compared with 49 in October 2016 – a 63.26% decrease. There have been 2970 RV Site Permits issued in the Year to Date (YTD) compared with 2350 over the same period in 2016 which represents a 26.38% increase. 7 RV Site guests indicated a total spend of \$1,314.00. We can extrapolate (average * total number of permits) this average spend to a total spend of \$3,378.85 for October 2017.



There are currently 24 children enrolled at the Service, 4 attending casually.

Changes to Enrolments (increase/Decrease, Why?):

Two new children have commenced attending the centre.

One family (two children) have returned to care.

Withdrawals (Why):

Nil

Attendance: The centre had 189 attendances over the 22 days of care provided during the month. This equated to an average attendance of 8.5 children per day.

Significant events:

Began our unit on Space for Kinders

Began unit on recycling, waste and transport for toddlers

Had full fire drill with fireies attending, ending with a safety talk

Pre-pre orientation was held- this will need to be re-worked next year due to the strain on the Centre in regards to staffing during this time

Children attended multiple arts council performances at the School

Children had hearing checks done by Cloncurry Health (this is going to be an annual thing completed the year before school, along with sight checks)

Finalised date of Christmas party (30/11)

Finalised date of Isa excursion (14/11)

The service currently receives funding through the Federal Governments Community Support Programme which ceases on 30 June 2018. This is due to the Governments reform of childcare. The new funding is the Community Child Care Fund which was announced as part of the Jobs for Families Child Care Package, which is designed to make the child care system more affordable, accessible and more flexible and targeted to those who need it most. An application was submitted in the open competitive funding round which closed on 2 November 2017. The guidelines stated that the funding could not be used to fund general operating expenses such as staff wages unless it was part of plan to transition to a more sustainable model. This is clearly another example of a one size does not fit all model. Our sustainability is largely due to our low and fluctuating numbers year to year. Aside from this the strategies identified to assist in delivering a more sustainable model included:

1. Increasing fees
2. Reducing the age of acceptance
3. Provision of After School Care
4. Provision of Vacation Care

5. Introduction of a Mobile Kinder service

It is noted that to deliver on items 2,3,4 we would need to look at our facilities and potentially a new facility.

Sport & Recreation

Sporting Schools – Term four Sporting Schools is coming to a close and will finish on Thursday 16th November.

School Holiday Program – Planning of the December/ January program is well underway with many exciting things planned.

Crazy Hair Disco – Thirty students attended the crazy disco where we played many games and danced the night away.

Halloween Trick or Treat & Sausage Sizzle – This was a successful evening that was almost cancelled due to bad weather. 35 children, about 10 adults and I walked QUICKLY around town collecting treats. We then had a sausage sizzle at the CSA building. A huge thank you to Peter Fitchat, Shauna Royes and Tenneil Cody for helping with the evening.



Social Sport/Fitness – Thursday social sport will wrap up on 16th November. The summer tennis comp will start up soon after and will go through to late February 2018 with a grand final. The second Ladies Strength and Conditioning classes have started up and will go through to 21st December. We have 18 ladies registered for this program.

CHSP –Tuesday morning gym sessions and Wednesday exercises will finish up at the end of November. These classes have been a success throughout the whole year. All participants have enjoyed the classes and like the social aspects as well.

Coming up:

Sports For Bush Kids – I will be in Mount Isa the last week in November coaching the School of the Air children in soccer and netball.



Julia Creek Swimming Complex

Community Activities

All activities have started up for summer, with the onset of warmer weather.

JC Swim Club

Swim Club Breakfast

After School Care

Julia Creek State School and School of the Air

Babies and Learn to swim classes are twice a week Thursday and Friday

Aqua classes

Pool Attendance

Service Offered	Number
Entry am Adult	16
Entry am Child	10
Entry pm Adult	174
Entry pm Child	104
Session Pass Adult/Child	13 entries
Session Pass Family	15 entries
Aqua Aerobics Pass	22
Aqua Aerobics Casual	32
After School Care	78
Learn to Swim	20
Baby Classes	20+20 mums
Julia Creek Swim Club (Parents)	46
Julia Creek Swim Club (Child)	73
Swim Breakfast Club	34
JC State School	48
School of the Air	36
Total	761

Community Health

CHSP OCCASSIONS OF SERVICE (OoS)		
	OoS	Hours
Nursing Care	64	32.25
Personal Care	30	9.8
Social Support	7	2.5
Assessment	0	0
Counselling/Advocacy/Information/ Education	61	17.15
Total	160	61.7

LOCATION OF OCCASIONS OF SERVICE	
Home Visits	85
Clinic Visits	1
Phone Consults	0
Hospital Visits	0
Telehealth	0
Transport to Medical Appointments	8

NON CHSP COMMUNITY NURSING OCCASIONS OF SERVICE		
	OoS	Hours
Home Visits	12	420mins = 7hrs
Hospital Visits	2 (for telehealth)	135mins = 2.25hrs
Phone Consults	0	0
Clinic Consults	2	60mins = 1 hr
Meetings	7	335mins = 5.58hrs
Health Promotion Sessions	6	180mins = 3 hrs

REFERRALS

<p>1 x mental health 1 x Occupational therapist (paediatric) 1 x Speech therapist (paediatric)</p>
--

EQUIPMENT ON LOAN

<p>Mobility scooter still on loan to client while he's waiting for his car to be fixed. Bathroom equipment on loan (over the toilet frame, hopper frames)</p>
--

HEALTH PROMOTION

Weekly walks continued throughout October with generally one participant plus the Community Nurse.

Opportunistic health service promotion regarding Australian Hearing and the visiting Optometrist, Rowan Churchill.

GENERAL BUSINESS

Julia Creek was visited by Australian Hearing 19/10/2017. At least 8 people were seen.

Julia Creek was visited by Optometrist 31/10/2017. At least 8 CHSP people were seen.

NWRH continues to visit regularly.

Commonwealth Home Support Programme (CHSP)

Events and Activities

October has been very busy for the CHSP clients with the Wednesday luncheon, pub lunch, Monday games, Gym Tuesday, exercise Wednesday morning . We had a lovely Halloween celebration on Monday the 30th and it was lovely to have a few extra guests along, our CEO and a couple of councillors as well as Mrs Warner which made a lovely morning and enjoyed by all.

CHSP currently have a total of 32 clients.

Service Offered	Number of Clients
Transport	54 Two way trips
Social Support	Visits 48
Personal Care	14 Visits 5 Clients (Community Nurse)
EXERCISE	26 CLIENTS 8 SESSIONS
Counselling/Support, Information and advocacy (client)	14 hours and #0 min
Shopping	4 Trips (~1 attendees, 3 pickup)
GAMES	32 Attended (5 sessions)
Luncheon	38 Attended (4 sessions) visitors
Meals on Wheels	67 Meals delivered
Home Maintenance	50 lawns mowed 25 clients
Domestic Assistance	8 clients, 40 visits
Pub Lunch	12 Clients 1 SESSION
Clients Transported for Doctors Appointments	10 CHSP clients

Grants and Funding

During the month we have received positive correspondence advising we have been successful in a number of grant applications, including:

- Queensland Day Sponsorship \$5,800 – for Outback Family Fun Day to be held in Qld Week
- We are Queensland small grants program \$10,000 – to host a ‘meet and greet’ day in March 2018
- Local Government Grants and Subsidies Program 2017-19 \$797,985 – construction of 2 x 4 bedroom houses and 2 x 2 bedroom units.
- Game on Queensland \$11,500 – to deliver ‘Julia Creek’s Ultimate Challenge’

Consultation:

Legal Implications: Nil

Policy Implications: Nil

Financial and Resource Implications:

InfoXpert Document ID: 88376



Ordinary Meeting of Council 21st November 2017

7.2 Subject: Sponsorship Request – Australian Junior Rodeo Association

Attachments: Nil

Author: Director Corporate & Community Services

Date: 15 November 2017

Executive Summary:

Council is presented with a request for sponsorship from the Australian Junior Rodeo Association for consideration.

Recommendation:

That Council considers declining the application based on the policy requirement of group being a local based not for profit organisation.

Background:

Council has received an application for sponsorship under the Community Grants Policy from the Australian Junior Rodeo Association. The group plan to host a clinic and Championship Points Rodeo on the 15th & 16th December in Cloncurry.

The group aim to host a free development day on the 15th December with a leading USA visitor conducting the clinic. On Saturday the 16th further free sessions will be delivered focused on competitor psychology, strength and conditioning of rodeo athletes. The Saturday evening will be a free community event. The total event costs provided are \$16,322, which covers Stock Contractor costs \$8950 (quote provided), Insurance and Affiliation \$1622, Security & Music \$1000, and Prizemoney \$4750. The group has requested sponsorship towards the stock contractor expense.

The application was received with all relevant information provided except a copy of the latest audited financial statements, though a receipt and proof of documents lodged to the Office of Fair Trading.

Consultation:

Cr Shauna Royes

Legal Implications:

Nil

Policy Implications:

Sponsorship requests fall under Council's Community Grants Policy:

In order to apply for sponsorship the group or organisation must meet the following criteria:

(a) Be a not for profit group or organisation based in the McKinlay Shire; or

(b) Be a not for profit group or organisation based outside the McKinlay Shire providing a particular activity or event which will have significant positive impact on Shire residents; and

(c) Have no outstanding payments owed to Council.

Financial and Resource Implications:

Council has an allocated budget for Financial Support to Community Organisations in the 2017/2018 financial year of \$35,000 of which \$24,280 remains unallocated. This application is requesting up to \$5,000.

InfoXpert Document ID: 88426

8. CORPORATE SERVICES REPORT



Ordinary Meeting of Council 21st November 2017

8.1 Subject: Corporate Services Report
Subject: Corporate Services Report
Attachments: Nil
Author: Corporate Services Team Leader

Executive Summary:

The Corporate Services Report as of 31st October 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 31st October 2017.

Report:

The Corporate Services Report compares actual performance to date with the Council's adopted 2017-2018 Budget and provides information, budget variances or any financial risks/concerns.

Financial information provided in this report is:

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

Income Statement Variances/Comments:

The Operating surplus is at 224%. General operating costs are at 66% with the primary expenditure being for the NDRRA, RMPC, Parks and Gardens, Shire Road Maintenance and Finance

Administration programs. Operating revenue is at 78% with the primary revenue being for Rates and Utility Charges, RMPC and Financial Assistance Grants.

Capital revenue is at 71%. Funding/grants received to date is from R2R, TIDS, McKinlay water, airport, drought communities and work for QLD. The year to date actuals for capital revenue is less due to unsuccessful grants being included in the budget; rv site.

Depreciation will be processed every 3 to 6 months throughout the financial year.

INCOME STATEMENT SUMMARY				
	Actuals	Variance	YTD Budget	Full Year Budget
Total Income	5,626,761	78%	7,208,703	21,626,109
Total Expenses	4,435,950	66%	6,677,531	20,032,592
Surplus	1,190,811	224%	531,172	1,593,517
Less Capital Revenue	2,413,759	71%	3,383,532	10,150,595
Plus Depreciation	-	0%	1,373,733	4,121,200
Net Operating Surplus	\$ (1,222,948)	83%	\$ (1,478,626)	\$ (4,435,878)

STATEMENT OF FINANCIAL POSITION		
	2018 Actuals	2017 Actuals
Current Assets	15,385,517	11,566,949
Total Non-Current Assets	193,886,559	177,983,204
Total Assets	209,272,076	189,550,153
Total Current Liabilities	617,311	845,381
Total Non-Current Liabilities	359,542	439,288
Total Liabilities	976,853	1,284,669
<u>Community Equity</u>		
Asset Revaluation Surplus	62,758,995	59,702,614
Retained Surplus	145,116,986	128,162,870
Reserves	400,000	400,000
Total Community Equity	\$ 208,295,224	\$ 188,265,483

STATEMENT OF CASH FLOWS		
	2018 Actuals	2017 Actuals
Cash Flows from Operating Activities	(2,018,520)	(3,641,652)
Receipts, Payments & Interest Received		
Borrowing Costs		
Cash Flows From Investing Activities	5,060,642	(10,884,274)
Payments and Proceeds for PPE		
Capital Income		
Cash Flows from Financing Activities	-	(45,783)
Loan Payments		
Net increase (decrease) in cash held	2,953,537	(14,571,709)
Cash at beginning of the financial year	10,906,882	13,289,260
Cash at the end of the period	13,860,419	10,906,882

Summary By Departments

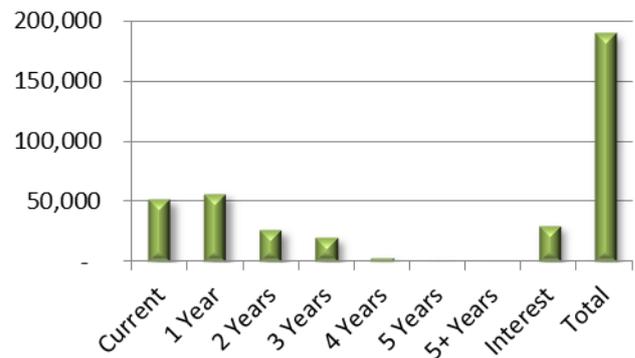
Department	Revenue			Expenditure		
	Actuals	%	Budget	Actuals	%	Budget
Infrastructure & Works	2,097,066	16%	12,799,654	2,443,006	20%	12,251,040
Governance & Partnerships	-	0%	-	257,246	31%	835,000
Corporate Services	2,345,347	45%	5,180,770	374,547	26%	1,440,501
Economic Development	105,003	4%	2,366,282	225,950	21%	1,098,200
Community Services	959,808	115%	836,326	845,680	28%	3,072,851
Health Safety & Development	6,807	9%	78,050	180,804	27%	677,000
Environment Management	112,729	31%	365,027	108,717	17%	658,000
	5,626,760	26%	21,626,109	4,435,949	22%	20,032,592

Capital Works Program

	Actual	%	Budget
Infrastructure & Works			
Roads, Grids and Bridges (Including R2R & TIDS)	663,156	21%	3,216,619
Wastewater	12,655	8%	150,000
Water	22,358	9%	260,000
Transport - Julia Creek Airport	8,807	0%	2,291,091
Plant Replacement	378,983		1,339,000
	1,085,959	15%	7,256,710
Environmental Management			
Reserves Asset Management	35,925	14%	257,000
	35,925	14%	257,000
Community Services & Facilities			
Buildings & Other Structures	229,582	15%	1,506,118
Parks & Gardens	72,951	22%	334,500
	302,533	16%	1,840,618
Corporate Services			
Buildings & Other Structures	15,342	12%	126,000
Office Equipment	20,190	67%	30,000
	35,532	23%	156,000
Economic Development			
Julia Creek Livestock Facility	-	0%	30,000
Economic Development	2,644	4%	67,000
RV Site	-	0%	2,862,538
	2,644	0%	2,959,538
TOTAL	1,462,594	12%	12,469,865

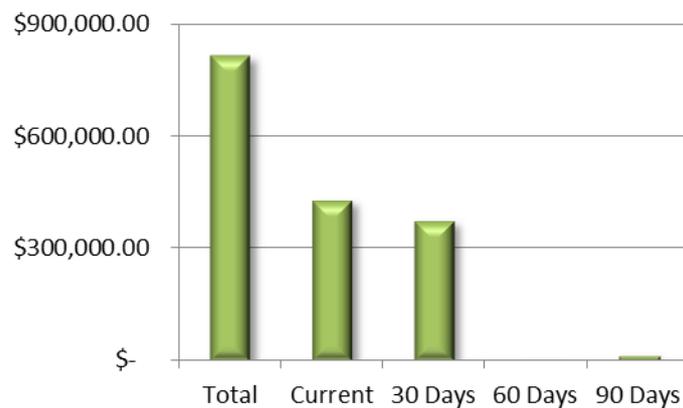
Outstanding Rates

	<u>Oct-17</u>	<u>Last Month</u>
Current	52,160	60,423
1 Year	56,666	64,698
2 Years	26,393	27,299
3 Years	20,039	20,039
4 Years	3,400	3,400
5 Years	1,711	1,711
5+ Years	134	134
Interest	29,710	29,351
Total	190,213	207,055



Outstanding Debtors

Total	816,093.83
Current	428,823.69
30 Days	373,822.64
60 Days	700.94
90 Days	12,746.56



90 days includes a lease payment, so the debt collection agency.

Consultation:

- Chief Executive Officer
- Director of Corporate and Community Services

Legal Implications:

Policy Implications:

Financial and Resource Implications:

InfoXpert Document ID: 88428



Ordinary Meeting of Council 21st November 2017

8.2 Subject: McKinlay Shire Council Logo

Attachments: McKinlay Shire Logo Concept

Author: Georgia Fleming, Tourism Coordinator

Date: 7th November 2017

Executive Summary:

A new logo has been developed to be used in conjunction with the existing logo. The community has voted on two options with the attached option being the decisive preference.

Recommendation:

That Council adopts the attached logo to be used in conjunction with the traditional shield logo design.

Background:

It was identified by Council staff and Councillors that the text on the existing McKinlay Shire Council logo was not always legible in some applications. Therefore, a brief for the development of a new logo was put together that married the new logo in with the existing colours and was easily legible. The new logo is not intended to totally replace the existing logo. Rather, it is intended to be used on uniforms, re-branding Council's website, event banners and advertising. Aside from being more legible, it will also give Council a fresh brand. Two logo concepts were presented to the community in online and Facebook surveys with the attached logo decisively taking out 84.21% of the vote (as at 6th November 2017).

Consultation: Community through website and Facebook. Councillors and staff also were involved along the journey of logo development.

Legal Implications:

Policy Implications:

Financial and Resource Implications:

InfoXpert ID: 88427

9. CHIEF EXECUTIVE OFFICER



Ordinary Meeting of Council 21st November 2017

9.1 Subject: Great Artesian Basin Coordinating Committee Meeting No. 39
Attachments: 8
Author: Chief Executive Officer
Date: 13.11.2017

Executive Summary:

Scott Mason attended a meeting and represented Mr Roderick Gilmour, Chairman, Queensland Great Artesian Basin Advisory Council at the Great Artesian Basin Coordinating Committee Meeting which was held in Brisbane on the 2 November 2017.

The primary role of the 14-member Committee is to provide advice to Australian, State and Territory Ministers on efficient, effective and sustainable whole-of-resources management of the Great Artesian Basin (GAB) and to coordinate activity between stakeholders.

The GABCC has been preoccupied with the development of the Draft Strategic Management Plan (SMP) and the last meeting is a return to the Committee's broader objectives, and a Draft 15-year SMP was considered.

The next meeting will be around March/April, 2018.

Recommendation:

That Council receives this report.

Background:

Consultation: Councilors, CEO, Scott Mason

Legal Implications: Nil

Policy Implications: Nil

Financial and Resource Implications: 88425



Ordinary Meeting of Council 21st November 2017

9.2 Subject: First Quarter Review of the 2017-2018 Operational Plan
Attachments: 2017-18 Operational Plan and Capital Works Program
Author: Chief Executive Officer

Executive Summary:

In accordance with *section 174 (3) of the Local Government Regulation 2012*, a written assessment of Council's progress towards implementing the annual operational plan for the quarter July to September 2017 is presented to Council.

Recommendation:

That Council accepts the first quarter review of the 2017-2018 Operational Plan.

Background:

A summary is provided to Council of the preliminary operating surplus and the capital works program for the financial year 2017-2018:

Operational Budget	Actuals 30 th September 2017	2017/18 Original Budget
REVENUE	\$4,380,347	\$21,626,109
EXPENDITURE	\$3,208,780	\$20,032,592
OPERATING SURPLUS	\$1,171,567	\$1,593,517

Capital Works Budget	Actuals 30 th September 2017	2017/18 Original Budget
INFRASTRUCTURE	\$ 273,079	\$7,256,710
COMMUNITY SERVICES	\$ 293,563	\$1,840,618
CORPORATE	\$ 17,563	\$ 156,000
ECONOMIC DEVELOPMENT	\$ 0.00	\$2,959,538
ENVIRONMENT MGMT	\$ 20,028	\$ 257,000
TOTAL	\$ 604,233	\$12,469,866

The programs contained in the 2017-2018 Operational Plan are being delivered in accordance with the strategies and objectives outlined.

At this review stage, actual revenue and expenditure should be around the 25% to 30% benchmark, subject to the nature of the program.

Any significant outcomes in a particular program, or actuals that are a lesser amount or exceeding the percentage benchmark, have been identified for Council's information. These programs are:

Infrastructure and Works

Engineering Operational Costs – Expenditure is at 197%. Labour has increased this year due to the new position of Project Manager and Project Admin; when their labour is not specifically allocated to a project it is booked to engineering. Operating costs have also increased due to minimal recoverable works e.g. TMR projects oncost recoveries. The program and current projects will be revised at mid year with an allocation being allowed for the new Projects team.

Shire Road Flood Damage – Year to date figures:

Event	Revenue	Expenditure	Comments
2015	\$17,982	\$0.00	Program completed and is in the final stages of acquittal with remaining payment estimated to be \$1.8mil.
2016	\$89,390	\$1,276,771	Works ongoing. Estimated to have program completed by December 2017.

RMPC Revenue & Expenditure – Minimal expenditure and claims at this stage of the year with heavy shoulder grading works to commence in the second quarter and slashing after the wet season.

Cannington Road Maintenance – Revenue is at 0% due to claims being submitted quarterly and expenditure has only been for general maintenance which is at \$27k.

Corporate Services

Employee Costs and Recovery – Actual expenditure is at -57%. This is due to recoveries for employee entitlement e.g. annual leave etc. An adjustment will be completed to level this budget out at the end of the financial year.

Capital Grants – This budget is set for the Works for Qld grant. The budget allocated was for the remaining of the 2016-17 grant and did not include the 2017-19 allocation. This will be amended at mid year.

Other Revenue – actuals are at 238%. This budget is for the general administration services and other miscellaneous revenue. Actuals are high due to the lease fees for the Dirt and Dust venue and Optus.

Economic Development

Tourism – Grants revenue for the RV site was unsuccessful and will be adjusted at mid year. Other revenue has increased due to the tourism season being at its peak during the 1st quarter and will likely reduce over the quiet season.

Community Services

Drought Communities Grant (Caravan Park & Oval)– The final grant payment for these projects was allocated in the previous year’s budget. However due to finalization of the program, the revenue was paid during the 1st quarter of this financial year. An allocation will be made for this revenue at mid year.

Jan Eckford Centre – Expenditure is at 53% due to the annual insurance premium paid. Actuals will even out over the budget as the 17/18 year progresses.

Donations – Expenditure is at 39% due to the school chaplaincy donation.

Community Health – Expenditure is at only 3% as the Department of Health does not usually send in an invoice for the contribution to the community nurse until year end.

Kev Bannah Oval – Expenditure is at 84% due to the extra maintenance required to have the oval to a certain standard for rugby games, insurance premium paid and some electrical upgrade works to the CSA building (which will likely be transferred to capital as the cost was \$6k).

Health and Safety Development

Development Expenses – Actuals are at 38% due to fees being paid to surveyors for road openings for the Punchbowl Road and Town Reserve.

Consultation: (internal/External)

- Director of Community and Corporate Services
- Director of Environment, Regulatory Services and Engineering
- Corporate Services Team Leader

Legal Implications:

In accordance with *section 174 (3) of the Local Government Regulation 2012.*

Policy Implications:

Nil

Financial and Resource Implications:

Nil

InfoXpert Document ID: 88424



Ordinary Meeting of Council 21st November 2017

9.3 Subject: Waltzing Matilda Centre Grand Opening
Attachments: 2
Author: Chief Executive Officer
Date: 13.11.2017

Executive Summary:

The opening of the rebuilt Waltzing Matilda Centre will take place on the 20th of April, 2018 in Winton, Queensland.

The celebration will involve the official opening followed by an official luncheon at 1.00pm and a full line-up of concerts featuring national and international stars of the industry on Friday and Saturday nights.

An RSVP has been attached to this email to be marked and returned at your earliest convenience and would be very much appreciated.

Please put these dates in your diary.

A formal invitation will be forwarded in December outlining all the necessary details.

Recommendation:

That Council receives this report, and decide who's attending.

Background:

Consultation: Councilors, CEO

Legal Implications: Nil

Policy Implications: Nil

Financial and Resource Implications: \$7,500 total spend to date

InfoXpert ID: 88433

10. WORK PLACE HEALTH AND SAFETY

InfoXpert ID: 888420

place Health, Safety and Risk Report

DATE; 24 th October 2017	<input checked="" type="checkbox"/> Monthly	<input type="checkbox"/> Quarterly	<input type="checkbox"/> Yearly	<input type="checkbox"/> Two Yearly
<p>Objectives of WH&S Management System Plan 2017 / 2018;</p> <ol style="list-style-type: none"> 1. Comply with the intent of the Workplace Health and Safety Act 2011 in preventing a persons death, injury or illness being caused by a workplace, by a relevant workplace area, by work activities, or by plant or substances for use at a workplace 2. Contribute to a Management framework that allows all work areas to manage WH&S in a preventative way; 3. Ensure that WH&S is an integral part of effective business practice; and 4. Clearly state the principles for managing WH&S and how the organisation is expected to perform in accordance with legislative requirements <p><i>The primary objective is to provide a structured methodology to conduct all WH&S matters over an annual cycle.</i></p>				
Monthly KPI's	Measurement / Score	Detail / Information		
80% of completed items indicated in MAP's	67%	See MAP's Table following on P3 of this Report, Per month and accumulative tally		
20% of carry over items indicated in MAP's	33%			
Quarterly KPI's	Measurement / Score	Detail / Information		
Progressive Statistics as above	✓	See MAP's Table following on P3 of this Report, Per month and accumulative tally		
Progressive incidents, LTI's and days lost over the year;	✓	Incident and Event Statistical information collated on P4 of this Report, Per month and accumulative tally LGMS Dashboard Information at end of Report		
Progressive lost time frequency and duration rates compared to the scheme	✓			
Progressive costs of claims over the year;	✓	As above, LGMS Dashboard		
Hazard inspections completed as per the Hazard Inspection Matrix	✓	See Hazard Inspection Table on P5 for statistical information		
Yearly KPI's	Measurement / Score	Detail / Information		
Progressive monthly statistics as above	✓	See MAP's Table following on P3 of this Report, Per month and accumulative tally		
Progressive incidents, LTI's and days lost over the year;	✓	Incident and Event Statistical information collated on P4 of this Report, Per month		

Progressive lost time frequency and duration rates compared to the scheme	✓	<i>and accumulative tally LGMS Dashboard Information</i>
Progressive costs of claims over the year;	✓	<i>As above</i>
Hazard inspections completed as per the Hazard Inspection Matrix	✓	<i>See Hazard Inspection Table on P5 for statistical information</i>
Results of Internal WH&S Management System Audit or the WHSA Annual Assessment Report		<i>Scheduled for January 2018</i>
Two (2) Yearly	Measurement / Score	Detail / Information
Progressive Monthly and 3 monthly statistics as above	✓	<i>See the following tables for statistical outcomes.</i>
Results of an external WHS Management Systems Audit or the WHSA's Annual Assessment Report		<i>External LGW Audit Scheduled for; 13th November 2017</i>
Completion of the two yearly MAP's		<i>Scheduled for March 2019</i>
Results of the overall, two yearly injury trend analysis	✓	<i>Scheduled to culminate March 2019 Ongoing statistical information available in the following tables</i>
Additional Objectives (WH&S Management System Plan 2017 / 2018)	Measurement / Score	Detail / Information
Sufficient resources will be trained to conduct SafePlan's Internal WHS Management Systems Auditing.		<i>To be completed when a permanent resource is secured.</i>
The audit report will be accompanied by a Rectification Action Plan (RAP) that will be forwarded to the CEO, Senior Management and then to the WHS Committee for discussion.		<i>As above, to be completed</i>
The RAP is to be included in the WHS Plan for the next two years.		<i>As above, to be completed</i>
Actions Register; number of actions outstanding	✓	<i>See the Actions Register Table at P5</i>
Training / Information completed as per 'Matrix for T5 Papers' / mapped training E3 LMS.	✓	<i>In process of change over of systems, See Compliance training table at P6</i>
Prestarts and Toolbox Meetings completed	✓	<i>See Table at P7 for general completions</i>
Key Outcomes		
<ol style="list-style-type: none"> 1. Management and workers display commitment and involvement in achieving a safe and health workplace 2. Appropriate consultative mechanisms are implemented 		

3. Safe systems of work are implemented and maintained
4. Plant and equipment is maintained in a safe condition
5. All workers receive supervision, instruction, information & induction training in all matters pertaining to WHS
6. Reporting of all accidents / incidents & mishaps & / or systems that may be related to WHS risks at workplace
7. Effective rehabilitation programs with early intervention to assist injured workers back into the workplace
8. The provision & maintenance of workplaces and equipment where risk to people is eliminated or minimised;
9. Provision of personal protective clothing & equipment, where appropriate, for control of workplace hazards

Note all of the above KPI's are mandatory and MUST be reported on as directed

Reference; *SafePlan2 WHS Management System Plan 2017 / 2018, MSC Ver 1 02/2017*

Procedure, Performance Measures, April 2015 and Procedure, WH&S Incentives and Awards, March 2014

Monthly Action Plan's (MAP's), <i>As per WHS Management System Plan 2017 2018</i>								
MONTH	Items Month	Items Total	Close Out	Complete %	Target	Carry Over	Carry Over	Details / Comments
March 2017	5	5	0	0%	80%	5	100%	<i>Evidence of; Completion during April 2017 and full sign off by CEO 28.09.17</i>
April 2017	10	15	11	73%	80%	4	27%	<i>Evidence of; 11 x April Close Outs, 2 x Close outs in May, 1 x Close out in June, 1 Close out in August and full sign off by CEO 28.09.17</i>
May 2017	8	12	11	82%	80%	1	18%	
June 2017	13	14	11	79%	80%	3	21%	
July 2017	17	20	17	85%	80%	3	19%	
August 2017	9	12	9	75%	80%	3	25%	
September 2017	12	15	10	67%	80%	5	33%	<i>See comments below</i>
October 2017	16	21			80%			
November 2017	17				80%			
December 2017	11				80%			
January 2018	2				80%			
February 2018	12				80%			
Average	11.17	14.5	9.86			3.43		
<p>Comment; <i>Elements outstanding, carried over to the following month are predominantly training – T5's. Many have not been issued as the procedures and templates need updating, which will also require updates to the T5's</i> <i>It was hoped that the E3 LMS would be utilised to aid in updating the procedures and training.</i> <i>T5 Training has been issued for some elements recently, as it is getting too far behind</i></p>								

Incidents and Events							
MONTH	Total Reports	Injuries #	Damage #	Breach #	Near Miss	Not Work Related	Details / Comments
January 2017	0						
February 2017	4	2	1		1		1 x Unable to wear pants 1 x MTI
March 2017	5	1	3		1		1 x LTI
April 2017	2	2					1 x MTI, 1 x FAI
May 2017	6	1	2	2	1		1 x MTI 2 x WHSQ Improvements
June 2017	4	1	1		2		1 x FAI
July 2017	1		1				
August 2017	4	1	3				1 x Report only (Public)
September 2017	1					1	1 x Domestic
October 2017	7		4			3	2 x Domestic, as above 1 x Contractor report
November 2017							
December 2017							
January 2018							
February 2018							
TOTAL	33	8	14	2	5	4	
Comment;							
<ul style="list-style-type: none"> • 29.09.17 Pre existing medical condition; Employee collapsed, Ambulance called and taken to hospital. Didn't return to work before going on 2 weeks annual leave. Medical supplied, fit for work 24.10.17 							
And, 25.10.17; Severe pain, collapsed, Ambulance called and taken to hospital.							

Incidents and Events

Discussions with Doctor, meetings with AB & TC & GW. Returned to work 27.10.17 with Certificate

And, 30.10.17; Pain and 'episodes', ambulance not called. Employee on light / minimal duties.

- **13.10.17 Damage;** Vandalism – Solar lights 12v broken, irrigation lines removed & pulled out across road, guide post bent over. Report & statement to police
- **14.10.17 Damage;** McCauley Contractors Trailer tipped over. Investigation has identified the root cause as speed, travelling too fast on the corner. Driver has been replaced. Corrective actions have been to review the Inductions; Ensure Contractors are included in T5 and other training, and Prestarts and information. VOC process to follow through.
- **24.10.17 Report Only;** Contractors item of plant has blown a hose, causing hot oil to hit turbo and starting a fire. Occurred out of work hours, off site. Controlled and plant being repaired.
- **27.10.17 Damage;** Traffic signs loaded into ute to move to the next site, moved in transit and broke rear window of vehicle. Late report as personnel were worried they would be 'sacked'.

Culture issue with reporting and recording ... confirmed by other Supervisors - to be reviewed.

Incidents and Events – Statistics

Period	LTI's	LTI Days	LTIFR	LTI \$	WorkCover Claims		
2012 / 2013	3			2,016	3		
2013 / 2014	2	2		6,125	2		
2014 / 2015	2			39,660	2		
2015 / 2016	6			0	6		
2016 / 2017				1,469	0		
July 2017							
August 2017							
September 2017							
October 2017							
November 2017							

<i>December 2017</i>							
<i>January 2017</i>							
<i>February 2017</i>							
<i>March 2017</i>		2					
<i>April 2017</i>							
<i>May 2017</i>							
<i>June 2017</i>							
2017 / 2018				0			
Average incurred Loss							
TOTAL							
Comment;							
•							

Hazard Inspections, <i>As per 'Schedule, Hazard Management Inspection Register', and WHS Management System Plan 2017 2018</i>								
MONTH	Sched #	On Sched ule	Other / Late	Total Comp	Not Comp	RAP's Comp	Action #'s	Details / Comments
January 2017	0			9		7	41	
February 2017	24	18		18	6	14	68	
March 2017	22	22	1	23		21	74	
April 2017	9	9	1	10		6	13	
May 2017	16	15	1	16		12	52	
June 2017	10	10	1	11		5	20	
July 2017	6	1	4	5	1	0	0	<i>Inspections not issued to personnel (as had been done previously)</i>
August 2017	19	1	11	12	7	6	12	
September 2017	12	4	6	10	2	7	27	<i>Issued Inspections and additional to catch up on #'s</i>
October 2017	6	2	0	2	4	1	4	
November 2017	15				15			
December 2017	0							
January 2018	0							
February 2018	24				24			
TOTAL	163	82	25	116	59	79	311	
Comment; <i>My error in not issuing the inspection reports, this has been provided to personnel for some time and they are not sourcing Another push has been made at meeting of 01.11.17 to get the outstanding inspections complete and back into WH&S for review.</i>								

OUTSTANDING ACTIONS	Extreme Risk	High Risk	Moderate Risk	Low Risk	Details / Comments
175	4	78	60		
Comment; <i>These numbers do not accurately reflect the</i>					
Note; Actions may be outcomes of differing resources; incidents, inspections, audits, MAP's, hazard identifications etc.					

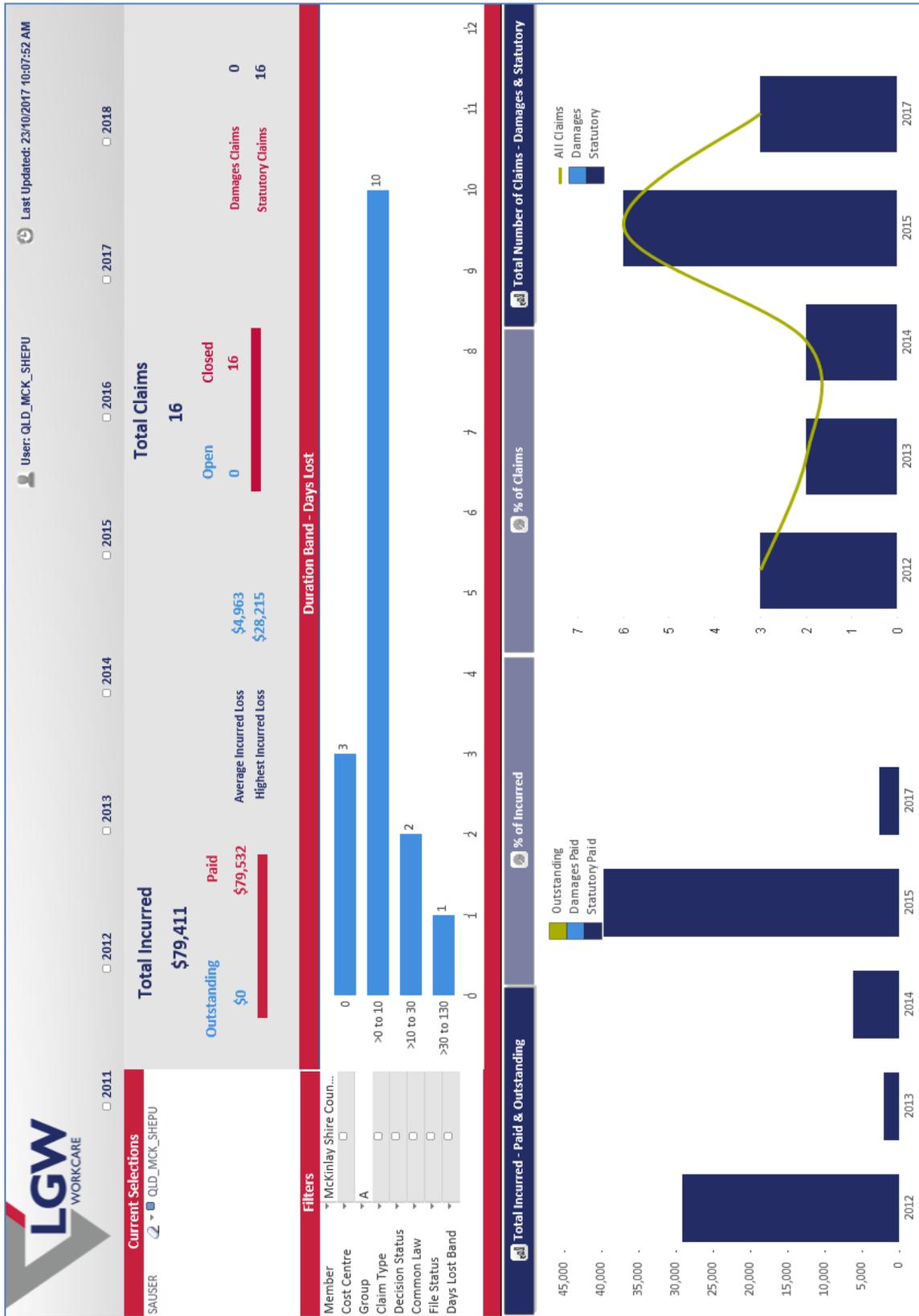
Compliance Training <i>As per WHS Management System Plan 2017 2018, Training / Information completed as per 'Matrix for T5 Papers' / mapped to Training E3 LMS.</i>			
MONTH	Scheduled Elements	Complete	Details / Comments
February 2017	3.7 Purchasing	67	
March 2017	2.5 Compliance Control & WHSQ's Inspectors	93	
April 2017	1.1 WH&S Management System 1.4 WH&S Policy Statement 1.5 Obligations & Responsibilities, Supervisors 1.5 Obligations & Responsibilities, Workers	83 85 19 93	
May 2017	1.7 Disciplinary Processes, MSC Code of Conduct 4.14 Office Safety, General Office 4.14 Workstation Layout & Design	95 44 46	
June 2017	2.2 Hazard management 2.3 Risk Management	35 102	
July 2017	2.7 Workers Compensation & RRTW, Managers 2.7 Workers Compensation & RRTW, Workers 3.1.1 Consultation	30 65	<i>Not included in matrix – to do</i>
August 2017	6.1 Incident Management, Reporting 6.1 Incident Management, Causes 6.1 Incident Management, Investigation 4.15 Working Alone or in Isolation		<i>Held off completing to finalise update of Incident procedure & templates, waiting on WH&S Committee to approve Not included in matrix – to do</i>
September 2017	2.8 WH&S Issue Resolution 3.2 Emergency Preparedness, Fire &	20 20	<i>& October 2017 Issued & October 2017 Issued</i>

Compliance Training			
<i>As per WHS Management System Plan 2017 2018, Training / Information completed as per 'Matrix for T5 Papers' / mapped to Training E3 LMS.</i>			
MONTH	Scheduled Elements	Complete	Details / Comments
	Evacuation 3.2 Emergency Preparedness, Threat & Hold Up 3.2 Emergency Preparedness, Bomb Threat 3.5 Training, WH&S Training	20 20 20	<i>55 in October 2016 & October 2017 Issued</i>
October 2017	3.3 First Aid Management, First Aid 3.3 First Aid Management, Snake Bite	88	<i>Issued October 2017</i>
November 2017	3.4 Infection Control, Skin penetration & injuries 3.4 Infection Control, Sharps 3.4 Infection Control, Immunisation 3.4 Infection Control, personal Hygiene 3.9 Contractor Control		<i>52 in July 2016 63 in August 2016 74 in October 2016 13 in June 2016</i>
December 2017	4.4 PPE Management		
January 2018	Nil	N/a	
February 2018	4.1 Manual Handling Management, Injury Prevention 4.1 Manual Handling Management, Lifting Techniques 4.1 Manual Handling Management, Risk Management		
March 2018	4.3 Substances, Hazardous 4.3 Substances, SDS's		<i>55 in May 2016</i>
April 2018	4.12 Construction Work, General Safety		<i>29 in July 2016</i>
May 2018	4.2 Noise Management 4.9 Excavation & Trenching, General Safety	4	<i>4 in March 2017 20 in June 2016</i>
June 2018	4.13 Animal Control, Dogs & Cats 4.13 Animal Control; Pests & Wildlife		
July 2018	2.5 Compliance Control 4.5 Specific Workplace Issues, Isolation Tag & Lockout 4.5 Specific Workplace Issues, lighting 4.5 Specific Workplace Issues, Signage 4.5 Specific Workplace Issues, Battery Charge, storage 4.5 Specific Workplace Issues, Welding 4.5 Specific Workplace Issues, Work in		<i>61 in March 2016</i>

Compliance Training			
<i>As per WHS Management System Plan 2017 2018, Training / Information completed as per 'Matrix for T5 Papers' / mapped to Training E3 LMS.</i>			
MONTH	Scheduled Elements	Complete	Details / Comments
	occupied areas 4.10 Thermal & Radiation Safety, Working in the sun		
August 2018	4.6 Electrical Safety, For Plumbers 4.6 Electrical Safety, General 4.6 Electrical Safety, Test & Tag 4.6 Electrical Safety, Working near Power Lines		57 in March 2016
September 2018	4.3 Substances, Asbestos Management 4.10 Thermal & Radiation Safety, Hot Work 4.10 Thermal & Radiation Safety, Laser Work		51 in March 2016 45 in October 2016
October 2018	4.7 Height Safety, General 4.7 Height Safety, ladders 4.8 Confined Space, General Safety		21 in June 2016
November 2018	5.3 Machine Guarding, General Safety		37 in August 2016
	Replacing Metallic Water Services, 11 in March 2016 Confined Space, 39 in May 2016, Oxy Acetylene, 30 in October 2016		
<p>Comment; <i>This SafePlan training and information schedule has been mapped against the new E3 LMS training, This schedule will need to be reviewed / updated in line with the elements as available and when personnel are trained in their use. ES LMS System imminent, Training will be caught up 'online'</i></p>			

Prestart & Toolboxes As per WHS Management System Plan 2017 2018				
MONTH	Prestarts #'s	Toolbox's #'s	Issues Identified	Details / Comments
January 2017	39		Nil	<i>Copies in InfoXpert</i>
February 2017	108		Nil	<i>Copies in InfoXpert</i>
March 2017	165	9	Nil	<i>Copies in InfoXpert</i>
April 2017	107		Nil	<i>Copies in InfoXpert</i>
May 2017	147		Nil	<i>Copies in InfoXpert</i>
June 2017	118	1	Nil	<i>Copies in InfoXpert</i>
July 2017	100		Nil	<i>Copies in InfoXpert</i>
August 2017	98		Nil	<i>Documents yet to be scanned into InfoXpert</i>
September 2017	147		Nil	<i>Documents yet to be scanned into InfoXpert</i>
October 2017	61		Nil	<i>Documents yet to be scanned into InfoXpert</i>
November 2017				
December 2017				
January 2018				
February 2018				
<p>Comment; <i>Prestart templates to be reviewed – waiting on some input from Supervision and will start on some suggestions etc. including some trigger questions of fatigue, fit for work, check everyone has water bottles and hats etc.</i> <i>Regular toolboxes need to be set up on a weekly basis;</i></p> <ul style="list-style-type: none"> • <i>Approx. 10 to 15 minutes that could be added to a prestart</i> • <i>Used to raise and discuss additional information, such as reporting protocols, incident investigation information etc., heat stress, hats etc., short specific information to present and to get signed off.</i> • <i>Takes a bit of pressure off Supervision to remember to raise some of these issues.</i> 				

LGMS Dashboard, As per 23rd October 2017





LGMS
LOCAL GOVERNMENT MUTUAL SERVICES

User: QLD_MCK_SHEPU Last Updated: 23/10/2017 10:07:09 AM

Liability Motor Personal Injury Property

2007 2008 2009 2010 2011 2012 2013 2014 2015 2016 2017 2018

Total Claims

18

Open: 0 Closed: 18

Total Incurred

Outstanding: \$0 Paid: \$112,094

2017 Paid YTD: \$0 2016 Paid: \$11,119

2017 Average Incurred: \$0 2017 Highest Incurred: \$0

Filters

Member Level 1: McKinlay Shire Council

Member Level 2:

Class of Business:

Policy:

Sub Class:

Cause:

Status: F

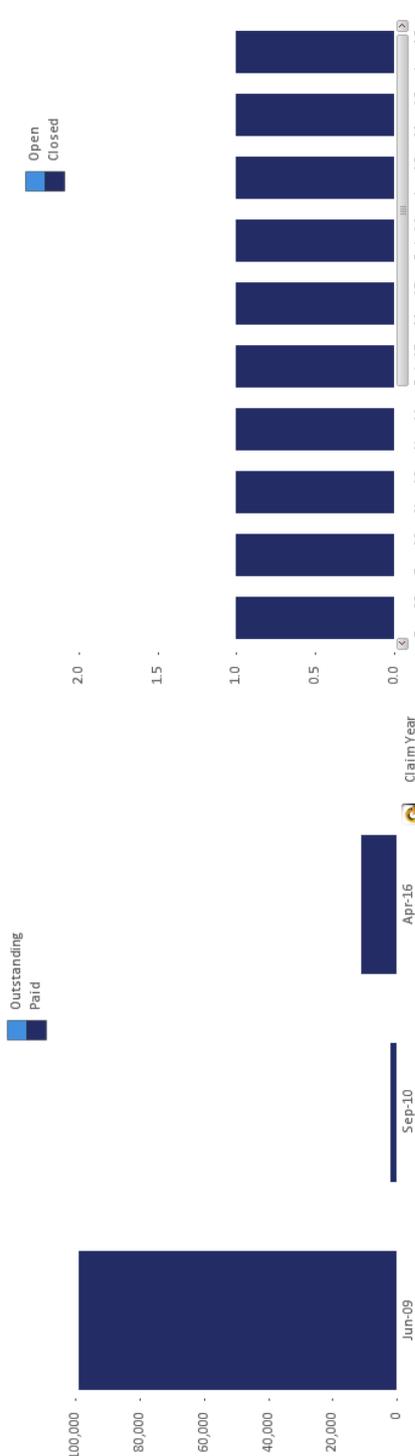
Cost Range:

Duration Range:

Please select "Class of Business"

Duration by Numbers of Claims

Total Incurred - Paid & Outstanding % of Incurred % of Claims Total Number of Claims - Open & Closed



Claim Year	Outstanding	Paid
Jun-09	~90,000	~10,000
Jul-09	0	~10,000
Aug-09	0	~10,000
Sep-09	0	~10,000
Oct-09	0	~10,000
Nov-09	0	~10,000
Dec-09	0	~10,000
Jan-10	0	~10,000
Feb-10	0	~10,000
Mar-10	0	~10,000
Apr-10	0	~10,000
May-10	0	~10,000
Jun-10	0	~10,000
Jul-10	0	~10,000
Aug-10	0	~10,000
Sep-10	~10,000	~10,000
Oct-10	0	~10,000
Nov-10	0	~10,000
Dec-10	0	~10,000
Jan-11	0	~10,000
Feb-11	0	~10,000
Mar-11	0	~10,000
Apr-11	0	~10,000
May-11	0	~10,000
Jun-11	0	~10,000
Jul-11	0	~10,000
Aug-11	0	~10,000
Sep-11	0	~10,000
Oct-11	0	~10,000
Nov-11	0	~10,000
Dec-11	0	~10,000
Jan-12	0	~10,000
Feb-12	0	~10,000
Mar-12	0	~10,000
Apr-12	0	~10,000
May-12	0	~10,000
Jun-12	0	~10,000
Jul-12	0	~10,000
Aug-12	0	~10,000
Sep-12	0	~10,000
Oct-12	0	~10,000
Nov-12	0	~10,000
Dec-12	0	~10,000
Jan-13	0	~10,000
Feb-13	0	~10,000
Mar-13	0	~10,000
Apr-13	0	~10,000
May-13	0	~10,000
Jun-13	0	~10,000
Jul-13	0	~10,000
Aug-13	0	~10,000
Sep-13	0	~10,000
Oct-13	0	~10,000
Nov-13	0	~10,000
Dec-13	0	~10,000
Jan-14	0	~10,000
Feb-14	0	~10,000
Mar-14	0	~10,000
Apr-14	0	~10,000
May-14	0	~10,000
Jun-14	0	~10,000
Jul-14	0	~10,000
Aug-14	0	~10,000
Sep-14	0	~10,000
Oct-14	0	~10,000
Nov-14	0	~10,000
Dec-14	0	~10,000
Jan-15	0	~10,000
Feb-15	0	~10,000
Mar-15	0	~10,000
Apr-15	0	~10,000
May-15	0	~10,000
Jun-15	0	~10,000
Jul-15	0	~10,000
Aug-15	0	~10,000
Sep-15	0	~10,000
Oct-15	0	~10,000
Nov-15	0	~10,000
Dec-15	0	~10,000
Jan-16	0	~10,000
Feb-16	0	~10,000
Mar-16	0	~10,000
Apr-16	~10,000	~10,000
May-16	0	~10,000
Jun-16	0	~10,000
Jul-16	0	~10,000
Aug-16	0	~10,000

11. MEMBERS BUSINESS

12.CLOSE