

# Ordinary Meeting Agenda

To be held at McKinlay Shire Council, Boardroom  
29 Burke Street, Julia Creek, Queensland 4823

Tuesday 16<sup>th</sup> October 2018, 9:00am

Notice is hereby given that an Ordinary Meeting will be held at the Council Chambers,  
Civic Centre, Julia Creek on 16<sup>th</sup> October 2018 at 9:00am.

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### **ORDER OF BUSINESS**

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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:

Interim Chief Executive Officer, Mr John Kelly

Director of Corporate and Community Services, Ms Tenneil Cody

Director Engineering, Environment and Regulatory Services, Mr Geoff Hatwell

Executive Assistant, Mrs Amy Tinning

Other people in attendance:

Apologies:

## **3. CONFIRMATION OF MINUTES**

That the Minutes of the September Ordinary Meeting on 18<sup>th</sup> September 2018 be confirmed.

# MCKINLAY SHIRE COUNCIL

## **UNCONFIRMED MINUTES**

OF THE

## **SEPTEMBER ORDINARY MEETING OF COUNCIL**

HELD AT THE

BOARD ROOM, CIVIC CENTRE  
JULIA CREEK



# MCKINLAY SHIRE COUNCIL

***UNCONFIRMED MINUTES***

OF THE

**ORDINARY MEETING OF COUNCIL**

HELD AT THE

BOARDROOM, CIVIC CENTRE  
JULIA CREEK

**Tuesday 18<sup>th</sup> September 2018**



**ORDER OF BUSINESS**

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

**5. ENGINEERING REPORT**

- 5.1 Engineering Works Monthly Report

**6. ENVIRONMENTAL & REGULATORY SERVICES REPORT**

- 6.1 Environmental & Regulatory Services Monthly Report
- 6.2 Convert Lease to Freehold described as Lot 205 on K3711
- 6.3 LATE REPORT Plant Hire SOA

**7. COMMUNITY SERVICES REPORT**

- 7.1 Community Services Monthly Report
- 7.2 Julia Creek Amateur Swim Club Sponsorship 2018
- 7.3 Drought Communities Programme 2018
- 7.4 Get Playing Places and Spaces Commitment
- 7.5 VR Pricing Spring Sale
- 7.6 Outback Tourism Infrastructure Fund
- 7.7 Julia Creek Challenge Fee Waiver Request
- 7.8 Dirt n Dust MOU 2018

**8. CORPORATE SERVICES REPORT**

- 8.1 Corporate Services Monthly Report

**9. CHIEF EXECUTIVE OFFICERS REPORT**

- 9.1 MITEZ proposal for "Invest North West" magazine
- 9.2 Internal Audit Reports to Council 18<sup>th</sup> September 2018
- 9.3 CONFIDENTIAL Internal Audit Report to Council – Conflict of Interest Matter
- 9.4 Appointment Panel – Director Engineering, Environmental & Regulatory Services

**10. WORKPLACE HEALTH AND SAFETY**

- 10.1 Work Place Health & Safety Report – August 2018

**11. MEMBERS BUSINESS**

**12. CLOSE**

## OPENING BUSINESS

All Councillors having signed the Attendance Book, Mayor Belinda Murphy declared the meeting open at 9:03am.

## 1. ATTENDANCE

**Mayor:** Cr. B Murphy

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

**Staff:**

Interim Chief Executive Officer Mr John Kelly  
Director of Engineering, Environmental & Regulatory Services, Mr Geoff Hatwell  
Executive Assistant, Mrs Amy Tinning  
Director of Corporate & Community Services, Ms Tenneil Cody

**Apologies:**

Nil

**Other people in attendance:**

Nil

## 2. CONFIRMATION OF MINUTES

Confirmation of Minutes of the Special Meeting of Council held on 21<sup>st</sup> August 2018.

### RECOMMENDATION

That the Minutes of the Special Meeting of Council on 21<sup>st</sup> August 2018 be confirmed.

### **Resolution No. 034/1819**

The Minutes of Ordinary Meeting of Council on 21<sup>st</sup> August 2018 are confirmed.

Moved Cr. N Walker

Seconded Cr. P Curr

CARRIED 5/0

## 3. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

## 4. DECLARATION OF CONFLICT OF INTEREST

### **1. Cr. B Murphy**

I declare that I have a conflict of interest in the matter Agenda item 7.2 as defined by section 175D of the *Local Government Act 2009* as follows:

- a) Conflict due to my business Flinders and Mitchell supplying a quote to do work for the ball. This quote has already been accepted and I have been engaged for the work therefore it is not dependant on Council's approval of this sponsorship application therefore not a material personal interest however I do believe this still constitutes a conflict
- b) The relationship is between my business and the Julia Creek Swimming Club committee for the event

I will be dealing with this declared conflict of interest by leaving the meeting while this matter is discussed and voted on.

## **2.Cr. B Murphy**

I declare that I have a conflict of interest in the matter Agenda item 6.3 as defined by section 175D of the Local Government Act 2009 as follows:

- a) My spouse Keven Wayne Murphy is the sole director of KW Murphy Holdings which would stand to gain a benefit or suffer a loss depending on the outcome of Council's consideration of this matter
- b) The gain or loss is due to my husbands company previously and intending in the future to apply for a position on the SOA for Plant Hire
- c) My relationship with Kevin Wayne Murphy is he is my husband

I will be dealing with this declared conflict of interest by leaving the meeting while this matter is discussed and voted on.

## **5. ENGINEERING SERVICES**

### **5.1 Engineering Works Report**

This report outlines the general activities, revenue and expenditure for the department for the period of August 2018.

#### **RECOMMENDATION**

That Council receives the August 2018 Engineering Works Report.

#### **Resolution No. 035/1819**

Council receives the August 2018 Engineering Works Report.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

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

### **6.1 Environmental and Regulatory Services Report – August 2018**

This report outlines the general activities, revenue and expenditure for the department for the period of August 2018.

#### **RECOMMENDATION**

That Council receives the August 2018 Environment and Regulatory Services Report.

#### **Resolution No. 036/1819**

Council receives the August 2018 Environment and Regulatory Services Report.

Moved Cr. Walker

Seconded Cr. S Royes

CARRIED 5/0

### **6.2 Application for Renewal of Term Lease described as Lot 205 on K3711**

Council received correspondence from Department of Natural Resources, Mines and Energy on the 7<sup>th</sup> June 2018 seeking Council's views and/or requirements on an application for renewal of Term Lease on land described as Lot 205 on K3711. Council resolved at its Ordinary Meeting held 24 July 2018 that it had no objections/and or requirements to the renewal of the term lease.

The Department is now investigating into the most appropriate tenure for this parcel and consideration will now be given to converting this term lease to freehold.

**RECOMMENDATION**

That Council resolves to advise the Department that it has no objections to the conversion of the lease to freehold on land described as Lot 205 on K3711.

**Resolution No. 037/1819**

Council resolves to advise the Department that it has no objections to the conversion of the lease to freehold on land described as Lot 205 on K3711.

Moved Cr. J Fegan

Seconded Cr. N Walker

CARRIED 5/0

**Attendance** – Having declared a conflict of interest Mayor B. Murphy left the meeting room 9:42am.

**6.3 2019 Pre-Qualified Suppliers Plant Hire**

Council’s current pre-qualified suppliers – plant hire Contract will conclude on 31 December 2018 and it is necessary to commence the tender process for the 2019 calendar year arrangement.

The tender process for 2019 will follow similar lines to 2018, with the following variations:

- The criteria weighting to be amended to reflect the resolution of Council at the April 2018 Ordinary Council Meeting for procurement criteria and weighting; and
- The tender process to be managed in-house rather than through an external consultancy.

The timing of the tender process is to allow for the adoption of Plant Supplier rankings at the Council’s 20 November 2018 Ordinary Meeting.

**RECOMMENDATION:**

That Council resolves to:

1. Adopt the following criteria and weightings for the 2019 pre-qualified suppliers plant hire tender process:

Criteria	Weighting
Value For Money	40%
Development of Competitive Local Business and Industry	20%
Supplier Reliability	10%
Safety and Environmental Management	10%
Suitability of Plant	10%
Ability of Plant Operator	10%

2. Undertake the tender management, including evaluation, similar to the 2018 process without utilising an external consultancy.
3. Include Cr <> as a member of the Assessment Panel to carry out the evaluation.

**Resolution No. 038/1819**

Council resolves to:

1. Adopt the following criteria and weightings for the 2019 pre-qualified suppliers plant hire tender process:

Criteria	Weighting
Value For Money	40%
Development of Competitive Local Business and Industry	20%
Supplier Reliability	10%
Safety and Environmental Management	10%
Suitability of Plant	10%
Ability of Plant Operator	10%

2. Undertake the tender management, including evaluation, similar to the 2018 process without utilising an external consultancy.

3. The assessment panel to carry out the evaluation shall comprise of Director of Engineering Geoff Hatwell (chair), Works Manager Trent Marshall and Senior Supervisor Kelvin Patterson and Cr. P Curr.

Moved Cr. P Curr

Seconded Cr. J Fegan

CARRIED 4/0

**Attendance** – Ms Tenneil Cody, Director of Corporate and Community Services entered the meeting room at 10:17 am.

**Attendance** – Mayor Belinda Murphy re-entered the meeting room at 10:17 am.

**7. COMMUNITY SERVICES**

**7.1 Community Services Monthly Report**

Council is presented with the monthly Community Services report, which provides an overview of the operations for the month of August 2018.

**RECOMMENDATION**

That Council receives the Community Services monthly report for August 2018.

**Resolution No. 039/1819**

Council receives the Community Services monthly report for August 2018.

Moved Cr. S Royes

Seconded Cr. J Fegan

CARRIED 5/0

**Attendance** – Having declared a conflict of interest Mayor Belinda Murphy left the meeting room at 10:36 am.

**7.2 Sponsorship Request – Julia Creek Amateur Swimming Club Inc**

Council is presented with a Sponsorship Request from Julia Creek Amateur Swimming Club Inc for consideration, in accordance with requirements of Council policy.

**RECOMMENDATION**

That Council approve sponsorship of \$2,000.00 to the Julia Creek Amateur Swimming Club for the 2018 Mad Hatters Ball.

**Resolution No. 040/1819**

Council approve sponsorship of \$2,000.00 to the Julia Creek Amateur Swimming Club for the 2018 Mad Hatters Ball.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 4/0

**Attendance** – Mayor Belinda Murphy re-entered the meeting room at 10:39 am.

**7.3 Drought Communities Programme**

Minister for Regional Development, Territories and Local Government, The Hon Dr John McVeigh MP recently announced a \$75 million boost to the Drought Communities Programme to support communities in drought affected regions. McKinlay Shire being an eligible Council will receive up to \$1 million in funding to support projects that will support local business and local employment. Council is presented with a list of potential projects for consideration to be put forward for funding under this programme.

**RECOMMENDATION**

That Council approve the list of projects below to be put forward for funding under the Drought Communities Programme 2018-19.

**Resolution No. 041/1819**

Council approve the list of projects below to be put forward by the Chief Executive Officer for funding under the Drought Communities Programme 2018-19, dependant on the suitability of the projects with the guidelines yet to be released.

Dirt & Dust Venue Project	\$400,000
Dog Park	\$ 50,000
Bush Kitchen	\$150,000
Childcare Softfall & Eastern Yard	\$ 55,000
Kynuna Park	\$ 80,000
Swimming Pool Perimeter Fence	\$ 90,000
Kev Bannah Oval Switchboard Upgrade	\$ 35,000
Kev Bannah Oval Playground area	\$ 34,000
Fencing Peter Dawes Park	\$ 15,000
McIntyre Park Switchboard Upgrade	\$ 30,000
McKinlay Centenary Park	\$40,000
McKinlay Community Shed Fit Out	\$20,000
Contingency	\$1,000

Moved Cr. N Walker

Seconded Cr. J Fegan

CARRIED 5/0

**Attendance** – Mr Geoff Hatwell, Director of Engineering, Environmental & Regulatory Services left the meeting room at 10:59 am.

**7.4 Get Playing Places and Spaces Grant**

The purpose of this report is to seek Council’s support and financial commitment for the Get Playing Places and Spaces Funding Round Seven.

**RECOMMENDATION**

That Council commit 20% of the total project cost to a maximum of \$37,500 for the Get Playing Places and Spaces funding application for the extension of the Daren Ginns Gym.

**Resolution No. 042/1819**

Council commit 20% of the total project cost to a maximum of \$37,500 for the Get Playing Places and Spaces funding application for the extension of the Daren Ginns Gym.

Moved Cr.S Royes

Seconded Cr. J Fegan

CARRIED 5/0

**7.5 Julia Creek Visitor Information Centre VR Experience Spring Special**

The purpose of this report is to seek Council’s approval for a Spring Special for the Julia Creek Visitor Information Centre VR experience.

**RECOMMENDATION**

That Council agrees for the Julia Creek VIC to run a “Spring Special” on the Julia Creek VIC VR experience for \$5 per person.

**Resolution No. 043/1819**

Council agrees for the Julia Creek VIC to run a “Spring Special” on the Julia Creek VIC VR experience for \$5 per person. The “Spring Special” will be effective immediately and finish 31<sup>st</sup> December 2018. The Tourism Portfolio group will review the fees in preparation for the new tourist season and present to Council at the December 2018 Ordinary Meeting of Council.

Moved Cr. J Fegan

Seconded Cr. P Curr

CARRIED 5/0

**7.6 Outback Tourism Infrastructure Fund**

The purpose of this report is to seek Council’s support and financial commitment for the Outback Tourism Infrastructure Fund submission for the Caravan Park Artesian Bath Landscaping/Expansion project.

**RECOMMENDATION**

That Council commits \$81,642 representing 25% of the total project cost of the Caravan Park Artesian Bath Landscaping/Expansion project to be submitted for funding under the Outback Queensland Tourism Infrastructure Fund program.

**Resolution No. 044/1819**

Council commits \$81,642 representing 25% of the total project cost of the Caravan Park Artesian Bath Landscaping/Expansion project to be submitted for funding under the Outback Queensland Tourism Infrastructure Fund program.

Moved Cr. N Walker

Seconded Cr. S Royes

CARRIED 5/0

**7.7 Fee Waiver Request – Julia Creek Challenge**

Council has received a request for fee waiver of venue hire from the Julia Creek Challenge committee. Council is presented with this request for consideration.

**RECOMMENDATION**

That Council waive the venue hire fees for the Julia Creek Challenge event for the 5<sup>th</sup> -7<sup>th</sup> October 2018.

**Resolution No. 045/1819**

Council waive the venue hire fees for the Julia Creek Challenge event for the 5<sup>th</sup> -7<sup>th</sup> October 2018.

Moved Cr. P Curr

Seconded Cr. S Royes

CARRIED 5/0

### **7.8 Julia Creek Dirt n Dust Festival Memorandum of Understanding**

Council and Julia Creek Dirt and Dust Festival Inc. have had a Memorandum of Understanding (MOU) for the period 2016-2018 which has now expired and both parties are seeking to renew the MOU with updated terms. This MOU commits to both financial and in-kind support from Council. Council is presented with a draft MOU for consideration.

#### **RECOMMENDATION**

That Council approve the Memorandum of Understanding as presented and authorise the Chief Executive Officer to execute the agreement.

#### **Resolution No. 046/1819**

Council approve the Memorandum of Understanding as presented and authorise the Chief Executive Officer to execute the agreement. Noting that the amount of \$25,000 is a one off special allocation in recognition of the 25<sup>th</sup> Anniversary allocated specifically for entertainment in consultation with Cr. S Royes and Director of Corporate and Community Services Ms Tenneil Cody.

Moved Cr. N Walker

Seconded Cr. P Curr

CARRIED 5/0

**Attendance** – Cr P. Curr left the meeting room at 11:28am.

## **8. CORPORATE SERVICES REPORT**

**Attendance** – Cr P. Curr re-entered the meeting room at 11:30am.

### **8.1 Corporate Services Report**

The Corporate Services Report as of August 2018 which summarises the financial performance and position is presented to Council.

#### **RECOMMENDATION**

That Council receives the monthly Corporate Services Report for the period ending August 31<sup>st</sup> 2018.

#### **Resolution No. 047/1819**

Council receives the monthly Corporate Services Report for the period ending August 31<sup>st</sup> 2018.

Moved Cr. J Fegan

Seconded Cr. N Walker

CARRIED 5/0

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

### **9.1 Proposed Glossy “Invest North West” magazine and conference hand-out**

On the 1<sup>st</sup> of August Council received correspondence from MITEZ Economic Development, initiating a proposed glossy “Invest North West” magazine and conference hand out. The publication will be launched in conjunction with the Townsville Bulletin and The Australian.

MITEZ has also indicated that they intend in using the publication hand-out at the North West Showcase event to be held in in Brisbane on 22-23 November 2018. They anticipate that the publication will go to print in mid-October.

The contribution requested is the value of \$2,500 from each Council that is part of MITEZ will be investing funds towards:



- 50% of the cost if a full-page advertisement for each of the MITEZ Councils – (contribution - \$2,500 each)
- Contribute one half page to promote North West Showcase event (negotiated to be free of charge) valued at \$3,190
- One half-page advert from MITEZ (valued at \$3,190)

MITEZ will provide resources to work with the Townsville Bulletin to ensure suitable material for editorial content is provided by MITEZ members. Once material has been gathered the Townsville Bulletin will begin the process of discussing what is required with Council's CEO's and Mayor's.

**RECOMMENDATION**

That Council agree to contribute \$2,500 to the proposed "Invest North West" advertising, magazine and conference hand out as attached in the MITEZ proposal of the 1<sup>st</sup> August 2018 and the cost be debted to Economic Development budget.

**Resolution No. 048/1718**

Council agree to contribute \$2,500 to the proposed "Invest North West" advertising, magazine and conference hand out as attached in the MITEZ proposal of the 1<sup>st</sup> August 2018 and the cost be debted to Economic Development budget.

Moved Cr. S Royes

Seconded Cr. N Walker

CARRIED 5/0

**9.2 Internal Audit Reports**

By letter dated 31 July 2018 Council's Internal Auditor Mr Peter O'Regan of O'Regan and Partners submitted four reports arising from internal audits which he had undertaken reviewing the following

- (a) Council Housing and Buildings
- (b) Grids Policy and Accounting Treatment
- (c) Council Housing Project Julia Creek
- (d) Conflict of Interest Matter

Copies of reports (a) (b) and (c) are attached.

The report relating to the Conflict of Interest matter is the subject of a separate Confidential report which is appears later in the Council meeting agenda.

Council's Internal Audit Committee considered the reports at a meeting held on 13<sup>th</sup> August 2018 and reports (a), (b) and (c) are now referred to Council together with the recommendations from the Internal Audit Committee.

**RECOMMENDATION**

Council note the recommendations from the Internal Audit Committee of 13<sup>th</sup> August 2018 relating to reports prepared by Council's Internal Auditor with respect to:

- (a) Council Housing and Buildings
- (b) Grids Policy and Accounting Treatment
- (c) Council Housing Project Julia Creek

and endorse the recommendations from the Internal Audit Committee.

**Resolution No. 049/1819**

Council note the recommendations from the Internal Audit Committee of 13<sup>th</sup> August 2018 relating to reports prepared by Council’s Internal Auditor with respect to:

- (a) Council Housing and Buildings
- (b) Grids Policy and Accounting Treatment
- (c) Council Housing Project Julia Creek

and endorse the recommendations from the Internal Audit Committee.

Moved Cr. J Fegan

Seconded Cr. P Curr

CARRIED 5/0

**Attendance** – Ms Tenneil Cody, Director of Corporate & Community Services left the meeting room at 11:50am.

**9.3 CONFIDENTIAL Internal Audit Report – Alleged Conflict of Interest Matter Not For Publication**

**Confidentiality:**

This report is CONFIDENTIAL in accordance with *Section 275 1(h) of the Local Government Regulation 2012*, which provides for a local government to resolve that a meeting be closed to the public if its Councilor’s consider it necessary to discuss *(f) starting or defending legal proceedings involving the local government;*

**PROCEDURAL MOTION**

That Council closes the Ordinary Meeting of Council to the public.

**Resolution No. 050/1819**

Council close the Ordinary Meeting of Council at 11:53am.

Moved Cr. N Walker

Seconded Cr. S Royes

CARRIED 5/0

This report follows on from the previous reporting of three matters investigated by the Internal Auditor presented to the Audit Committee on 13<sup>th</sup> August 2018 and addresses an alleged Conflict of Interest Matter. It is reported separately on the basis that it should be treated CONFIDENTIALLY due to its legal implications.

**Subsequent Action:**

The Chief Executive Officer has:

- considered the Internal Audit report at length,
- discussed the alleged Conflict of Interest matter with the Mayor and Councillors separately,
- sought confirmation of the Director Corporate and Community Services on the proceedings of the Council meeting of 24<sup>th</sup> July 2018 in order to understand how the proceedings unfolded,
- sought advice from King and Coy on the legal responsibilities of the Chief Executive Officer in these circumstances and the correct course of action to respond to the Internal Auditor’s report, and
- developed a summary to give context to the Internal Auditor’s Report.

**PROCEDURAL MOTION**

That Council opens the Ordinary Meeting of Council to the public.

**Resolution No. 051/1819**

Council re-open the Ordinary Meeting of Council at 1:00pm

Moved Cr. J Fegan

Seconded Cr.S Royes

CARRIED 5/0

**RECOMMENDATION**

Council note the recommendations from the Internal Audit Committee of 13<sup>th</sup> August 2018 relating to reports prepared by Council's Internal Auditor with respect to an alleged Conflict of Interest Matter and note that the Chief Executive Officer will be referring the matter to the appropriate State Government Agency for advice.

**Resolution No. 052/1819**

Council note the recommendations from the Internal Audit Committee of 13<sup>th</sup> August 2018 relating to reports prepared by Council's Internal Auditor with respect to an alleged Conflict of Interest Matter and note that the Chief Executive Officer is seeking advice on the question of referral of the matter to the appropriate State Government agency.

Moved Cr. N Walker

Seconded Cr. J Fegan

CARRIED 5/0

**9.4 Appointment Panel – Director Engineering, Environment and Regulatory Services**

Council is presently advertising for the appointment of a replacement Director Engineering, Environment and Regulatory Services.

The Local Government Act 2009 requires a Council panel to make the appointment of a Senior Executive Officer.

**RECOMMENDATION**

Council authorise a panel comprising the Mayor, the Deputy Mayor and the Chief Executive Officer to interview and select the new Director Engineering, Environment and Regulatory Services following the close of application on 21<sup>st</sup> September 2018 or any extended advertising period.

**Resolution No. 053/1819**

Council authorise a panel comprising the Mayor who delegates her position on the panel to Cr Curr due to a Conflict of Interest, the Deputy Mayor and the Chief Executive Officer to interview and select the new Director Engineering, Environment and Regulatory Service following the close of applications on 21<sup>st</sup> September 2018 or any extended advertising period.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

**10.WHS REPORT**

**Council noted the Workplace Health, Safety and Risk Report for the month of August as presented.**

**11. MEMBERS BUSINESS**

**Cr. N Walker:** Stock Route Bill

**Cr. N Walker:** Bio Security Plan

**Cr. J Fegan:** McKinlay Bush Nurse residence

**Cr. J Fegan:** reported on her attendance at the Northern Alliance of Local Governments Conference in Ingham on 22<sup>nd</sup> to 23<sup>rd</sup> August 2018.

**Cr. J Fegan:** reported on the CAN meeting held on the 13<sup>th</sup> September 2018.

**Cr. S Royes:**

Drew attention to:

- Lighting at McIntyre Park which are faulty and need fixing before the Challenge
- Landscaping at the Seniors Living centre needs maintenance
- Is it possible for the Fire Brigade to gain access to the unused accommodation buildings at the old camp site for relocation to the Fire Brigade for emergency accommodation? The Chief Executive Officer will have relevant staff investigate these matters and report back.

**Cr. N Walker:** requested a follow up report on the use of the old Fire Brigade which appears to be used for SES purposes. The Julia Creek Historical Society has expressed some interest in expanding and also at a succession plan. The Chief Executive Officer will follow up.

**Cr. B Murphy:** reported that a Group of investors from Brazil will be inspecting a northern cattle station in conjunction with Department Agriculture and Fisheries of with the view to possible purchase for cotton growing with irrigation from the Flinders. Any Councillor is welcome to join in meeting them on Wednesday evening for dinner or for the inspection on Thursday from 7.00a.m. The delegation is also inspecting other properties in the Gulf.

## 12. CLOSURE OF MEETING

The Chair of the meeting Mayor Belinda Murphy declared the meeting closed at 1:10pm.

#### **4. BUSINESS ARISING OUT OF MINUTES FROM PREVIOUS MEETING**



## **5.0 ENGINEERING SERVICES**

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Ordinary Meeting of Council Tuesday 16<sup>th</sup> October 2018

**5.1 Subject:** Engineering Works September Report  
**Attachments:** Nil  
**Author:** Director Engineering and Regulatory Services  
**Date:** 10 October 2018

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**Executive Summary:**

This report outlines the general activities for the Engineering Department for September 2018.

**Recommendation:**

That Council receives the September 2018 Engineering Works Report.

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**Background:**

This report outlines the general activities of the department for the month of September 2018 and also provides an update on the current activities of the department.

**R2R / TIDS / TTC Roadworks**

The construction crew have been making good progress on these roadworks although the delay in carrying out preparation works associated with the NDRRA funding is beginning to impact.

Council is awaiting confirmation of TTC funding to allow Gilliat / McKinlay Road which has commenced from Julia Creek end. This funding will allow the sealing of a further 10km southward.

**NDRRA Funding**

Submission 1 (NE quadrant) with total funding of \$4.240M has been approved. AECOM, the Council's NDRRA Program Manager has been preparing a schedule of works to match in with our capital works and maintenance program. These restoration works are expected to be underway by the end of October.

Submission 4 (SW quadrant) is expected to be approved shortly with submissions 2 and 3 to follow later October or early November.

**RMPC – Stabilisation of sections of the Flinders Highway**

Stabilisation of the pavement and prime seal works have been successfully completed by Council under the RMPC conditions. These works were completed well within the necessary timeframes allowed and have provide a goo dresult for Council. The final overlaying seal, managed by TMR will commence in late October.



Ordinary Meeting of Council Tuesday 16<sup>th</sup> October 2018

### **Plant Hire / Goods and Services (trades) Prequalified Supplier Tender**

Tenders were called on Wednesday 3 October and tender briefing was held on Wednesday 10 October. Tenders will close at 5pm on Wednesday 24 October with a report recommending rankings expected to be presented to the November Council Meeting.

### **Airport Non-conformance**

A letter has been sent to BE Collective as Superintendent of the runway pavement upgrade project confirming the issuing of the direction to rectify immediately, with a request for the work plan prior to commencement.

### **Sewerage Treatment Plant – Stage 1**

Replacement biokubes arrived on site on 8 October and have been progressively replacing existing units. Whilst this replacement work was occurring, the Hickman Street Pump Station was unblocked and will now function under normal conditions again – importantly the alarm system will again be in operation.

### **Sewerage Treatment Plant – Stage 2**

A tender panel meeting with Council staff and Councillors Walker and Curr was convened which provided direction on the tender for stage 2 (expansion of treatment plant to the required capacity). A departure and clarification session with one of the Tenderers occurred and the outcomes of this meeting are to be reviewed by the panel so that a report can be prepared for Council.

### **Julia Creek Water Tower – structural assessment**

Quotations been assessed and consultancy to be engaged shortly. As part of the preparation works for the assessment, additional equipment is being installed on the water distribution system to allow for the temporary lowering of the water level in the storage tank of the water tower.

### **Council Housing Project**

Roof works are well advanced and the plumbing and electrical fitting have commenced. At the current rate of progress this project is expected to be completed by the end of 2018.

### **Borelogging of Water Tower and Kynuna Bores**

Logging and videoing of the bores at the Julia Creek Water Tower and Kynuna has been completed. A report on the condition of these two bores will be presented to Council at the next meeting.





Ordinary Meeting of Council Tuesday 16<sup>th</sup> October 2018

**Consultation:** (internal/External)

Finance Manager, Works Staff

**Legal Implications:**

Nil

**Policy Implications:**

Nil.

**Financial and Resource Implications:**

As provided in the report.

**InfoXpert Document ID:** 93947



**Capital Works Program 2018-19**

<b>Infrastructure &amp; Works</b>	<b>Budget (\$)</b>	<b>Completed (%)</b>	<b>Estimated Completion Date</b>	<b>Status</b>
<b>Roads</b>				
TTC Gilliat McKinlay Road	1,000,000	0%	2018/19 financial year	Materials are being won for the project
TIDS/R2R McKinlay Gilliat Road	302,947	4%	2018/19 financial year	Planning after Christmas
TIDS/R2R Nelia Bunda Road	600,000	35%	2018/19 financial year	Planning before Christmas
TIDS/R2R Punchbowl Road	250,000	90%	2018/19 financial year	Planning before Christmas
RESEAL Shire Road Network - Various shire roads & town streets	200,000	0%	2018/19 financial year	Planning after Christmas
Install Kerb & Channel	50,000	0%	2018/19 financial year	Planning after Christmas
<b>Wastewater</b>				
Sewerage Replacement and sub-main Lot 2/SP139613	35,000	5%	2018/19 financial year	Awaiting Contractor to start
SCADA System for STP + Network	80,000	0%	2018/19 financial year	Awaiting STP outcome
Sewerage Lagoon Flow Monitoring	30,000	0%		Awaiting STP outcome



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Sewerage Network Manhole Lid Replacement Program	30,000	0%	Ongoing	Ongoing
Sewer Treatment Plant Upgrades	710,000	5%	2018/19 financial year	Tender Released for stage 2 works
<b>Water</b>				
SCADA System for Water	30,000	0%	2018/19 financial year	Planning before Christmas
Water Meter (backflow prevention) Installation Program	25,000	0%	2018/19 financial year	Planning after Christmas
Kynuna Water Upgrades	30,000	0%	2018/19 financial year	Planning after Christmas
<b>Transport</b>				
Airport Generator and Electrical Security Fence	15,000	95%	2018/19 financial year	Planning before Christmas
Replace PAL System at Julia Creek Airport	10,000		2018/19 financial year	Planning after Christmas
McKinlay Airport	30,000		2018/19 financial year	Planning after Christmas
<b>Other</b>				
Plant & Vehicle Replacement	1,100,000	0%	2018/19 financial year	Vehicle orders starting November
Power supply to storage container in Sand Yard	20,000	50%	December 2018	Started
Army Vehicle Hardstand	15,000	50%	December 2018	Being Planned



**Operational Works**

<b>Engineering Operational Works July 2017-June 2018</b>	<b>Status</b>
Shire Road Maintenance	Maintenance grading commenced and second maintenance grader starting as scheduled
Road Signage	Defects being repaired as part of Delta S maintenance management RMPC
Town Streets	Re-seals are being planned and most likely with coincide with TIDs or Cannington works
NDRRA	2016 complete. Submission for 18 event funds coming through from QRA for section 1
Julia Creek Airport	Lighting is working. Local Laws Officer monitors the condition of fencing weekly. Mowing undertaken when required with the assistance of the WORK Camp.
Kynuna Airport	Airstrip is operational and inspected regularly
McKinlay Airport	Airstrip is operational and inspected regularly
Plant and Equipment	Ongoing



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RMPC	Works ongoing as per contract, RMPC contract increased from \$1,352,360 to \$2,043,848 [\$760,636 Stabilisation program] work completed within time and well under budget.
Workshop	Maintenance of plant continuing as per maintenance schedules. GPS been fitted

Engineering Operational Works July 2017-June 2018	Status
<b>Parks and Gardens</b>	
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.
Kynuna Township - P & G Program in place which is reviewed on a weekly basis by RMPC Foreman	McKinlay Crew undertaking maintenance as required.



Engineering Operational Works July 2018-June 2019	Status
<b>Water</b>	
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. One boiled water alert repairs undertaken to facility.
<b>Wastewater</b>	
Julia Creek	Ongoing Maintenance, Monitoring and Reporting. Replacement of the damaged Biokubes will be completed by the 26/10/2018, Council's staff will be require to monitor the new units as part of the STP operational; works



## **6.0 ENVIRONMENTAL & REGULATORY SERVICES**

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**6.1 Subject:** Environmental and Regulatory Services Report - September 2018  
**Attachments:** None  
**Author:** Environmental & Regulatory Services Team Leader  
**Date:** 8<sup>th</sup> October 2018

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**Executive Summary:**

This report outlines the general activities, revenue and expenditure for the department for the period September 2018.

**Recommendation:**

*That Council receives the September 2018 Environmental and Regulatory Services Report.*

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**Background:**

This report outlines the general activities of the department for the month of September 2018.

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, Local Laws Officer, Ranger and Finance Officer.

**Legal Implications:**

Nil

**Policy Implications:**

Nil

**Financial and Resource Implications:**

As provided in the report.

**InfoXpert Document ID:**

94831





## **1 – Refuse Collection and Disposal**

### **1.1 - Budget**

<b><u>Revenue</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>
Refuse Collection	\$40,622	\$18,977	\$75,908
Refuse Disposal	\$20,245	\$9,042	\$36,167

<b><u>Expenditure</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>	<b>Bud-Act</b>
Kerbside Rubbish Collection	\$6,013	\$13,750	\$55,000	\$48,987
Refuse Disposal Operation Costs	\$13,305	\$22,500	\$90,000	\$76,695

### **1.2 - Report**

#### **Julia Creek Waste 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 with the assistance by the Work Camp.

Email was sent to Zebra Metals to enquire if their company would like to collect steel from the facility, Council is yet to receive a response.

Fly baits were placed around the facility.

One verbal warning issued to contractor for dumping in the incorrect locations.

## **2 – Environmental Health Services**

### **2.1 - Budget**

<b><u>Revenue</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>
Environmental License Fees	\$1,786	\$200	\$800

<b><u>Expenditure</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>	<b>Bud-Act</b>
Environmental Health Services	\$61,844	\$66,250	\$265,000	\$203,156

### **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 undertaken in September showed no E.coli contamination in samples taken at all four townships.

Council's amendment application of its DWQMP sent to the Regulator on 22 September 2017 was approved with conditions. Council staff are to provide an action plan detailing how we will comply



with the conditions by the 10<sup>th</sup> October 2018 with the final review to be submitted to the Regulator by the 21 November 2019.

Sewerage sampling continues to be 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.

**Vector Control**

No fogging occurred during the month.

**Food Recalls**

No Food Recalls were received during the month.

**Workplace Health and Safety**

No safety issues were identified during the month. Hazard Inspections on various sites is continuing.

Council staff is progressing with the new E3 Learning System.

**3 – Local Law Administration**

**3.1 – Budget**

<b><u>Revenue</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>
<b>Animal Registration Fees</b>	\$4,015	\$1,250	\$5,000
<b>Fines &amp; Penalties – Animal Control</b>	\$834	\$250	\$5,000
<b>Animal Boarding</b>	\$1,046	\$500	\$2,000

<b><u>Expenditure</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>	<b>Bud-Act</b>
<b>Local Law Administration</b>	\$24,954	\$20,500	\$82,000	\$57,046

**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**

<b>Activity</b>	<b>Number/Details</b>
Impoundings and notices	Nil
Euthanized/Destroyed	Two feral cats
Verbal/Written/Official warning	One (1) Letter sent regarding outstanding infringement notice
Complaints	Nil
Dog Boarding	Three (3) dogs
Removal of Dead Animals	Six (6)
Trapping Locations & Results	Cat trap placed at motel with 1 feral cat being trapped



#### **4 – Noxious Weeds and Pest Control**

##### **4.1 - Budget**

<b><u>Revenue</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>
<b>Pest Plant &amp; Animal Control Funding</b>	\$0	\$0	\$0
<b>Truck Washdown Bay</b>	\$6,059	\$5,000	\$20,000
<b>Dingo Baits</b>	\$378	\$250	\$1,000
<b>Feral Pig Baits</b>	\$0	\$25	\$100

<b><u>Expenditure</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>	<b>Bud-Act</b>
<b>Pest Plant Control Program</b>	\$15,153	\$65,750	\$263,000	\$247,847
<b>Pest Animal Control Program</b>	\$5,031	\$15,500	\$62,000	\$56,969

##### **4.2 – Report**

###### **Feral Animal Control**

Reminder flyers sent out and organized air strips to be graded.  
36 Dingo Scalps were presented in September.

###### **Pest Plants**

Local Laws Officer is continuing spraying in drains around Julia Creek.

###### **Washdown Bay**

Drains were cleaned and rails were welded. A new gate is required for the underbody wash.

#### **5 – Livestock Operations**

##### **5.1 – Budget**

<b><u>Revenue</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>
<b>Livestock Weighing</b>	\$22,619	\$11,250	\$45,000
<b>Livestock Cattle Loading</b>	\$7,131	\$6,250	\$25,000

<b><u>Expenditure</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>	<b>Bud-Act</b>
<b>Livestock Operational Costs</b>	\$22,721	\$24,000	\$96,000	\$73,279



## 5.2 - Report

### Julia Creek Livestock Facility

There were 765 head of cattle weighed at the facility during September.

Works around the facility during September are as follows;

- Started doing a plan for new dip and yard.

**Table 2 - Livestock Weighing Month and Year Totals**

MONTH	2012	2013	2014	2015	2016	2017	2018
JANUARY	199	0	359	0	0	0	183
FEBRUARY	2309	1740	1322	1872	525	467	3241
MARCH	0	676	617	3446	1497	1333	388
APRIL	1048	1584	406	5315	951	2487	2217
MAY	3257	3829	1891	8107	615	2062	3065
JUNE	287	3976	2,109	3,442	1456	1522	742
JULY	3,931	1,774	0	2,170	2809	2003	1143
AUGUST	3260	0	374	1183	2582	2311	6291
SEPTEMBER	1706	338	3274	488	2665	1478	765
OCTOBER	618	1153	790	1252	4613	1127	
NOVEMBER	825	357	508	36	1011	2673	
DECEMBER	524	0	240	0	234	340	
<b>TOTAL FOR YEAR</b>	<b>17,964</b>	<b>15,427</b>	<b>11,890</b>	<b>27,311</b>	<b>18,958</b>	<b>17,803</b>	<b>17,270</b>

### Livestock Operations (Cattle Loading)

There were a total of 2,454 head of cattle loaded in September making the progressive total of cattle loaded to 6,489 for the 2018 Livestock Season.

There were a total of eight (8) trains loaded in September making the progressive total of trains loaded for the 2018 livestock season to twenty (20).

**Table 3 – Livestock Loading Month and Year Totals**

MONTH	2012	2013	2014	2015	2016	2017	2018
JANUARY	0	0	0	0	0	0	0
FEBRUARY	0	1764	680	0	0	132	0
MARCH	1102	5310	851	0	572	920	0
APRIL	2791	5813	1811	7653	1737	580	0
MAY	6178	8670	7414	7204	2933	6126	603



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JUNE	3788	8451	5912	6605	3486	2658	674
JULY	4877	7645	5246	6998	3565	3654	2084
AUGUST	6534	4215	6843	3936	4963	2898	674
SEPTEMBER	5410	1904	4508	315	2233	1804	2454
OCTOBER	5833	1800	3122	0	1070	0	
NOVEMBER	4568	0	3439	0	1641	0	
DECEMBER	110	0	0	0	144	0	
<b>TOTAL FOR YEAR</b>	<b>41141</b>	<b>45572</b>	<b>38826</b>	<b>32711</b>	<b>22344</b>	<b>18772</b>	<b>6489</b>

## **6 – Stock Routes and Reserves**

### **6.1 - Budget**

<b><u>Revenue</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>
<b>Stock Route – Permit/Water Fees</b>	\$0	\$2,150	\$8,600
<b>Stock Route Recoverable Works</b>	\$0	\$0	\$0
<b>Trustee Lease Fees</b>	\$48,485	\$30,000	\$120,000
<b>Reserve Agistment Fees</b>	\$3,100	\$5,350	\$21,400

<b><u>Expenditure</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>	<b>Bud-Act</b>
<b>Precept Expenses</b>	\$0	\$5,000	\$20,000	\$0
<b>Stock Route Maintenance</b>	\$15,119	\$27,500	\$110,000	\$94,881
<b>Reserve Expenses</b>	\$7,795	\$3,750	\$15,000	\$7,205
<b>Cemeteries</b>	\$2,370	\$5,000	\$20,000	\$17,630

### **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.

Works around stock route waters during September are as follows;

- Baroona stock route trough pulled out 11 lengths and put in new rubbers and reset.



Works around reserves during September are as follows;

- Have done a muster on the common to get cattle ready to sell on the 16<sup>th</sup> October. Removed two wet cows. Will muster again on the 15<sup>th</sup> October.
- Nelia Reserve- Have done fence inspection on the fence and reported back to John Kelly.

### Cemeteries

There were three (3) enquiries for location of graves and one (1) plaque was erected.

## **7 – Work Program (Workcamp)**

### **7.1 - Budget**

<b><u>Expenditure</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>	<b>Bud-Act</b>
<b>Work Program</b>	\$5,123	\$7,500	\$30,000	\$24,877

### **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**

<b>Activity</b>	<b>Details</b>
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
Pulled horse stalls down at race course	
Clean up of SES Shed in Kynuna	Ongoing
Constructed concrete path around horse structure at RSL	Ongoing
Picking up rubbish around entry to Julia Creek	Ongoing
Assistance with clean up after Town vs Country	Completed
Assistance with set up and clean up for Mad Hatters Ball	Completed

## **8 – Housing, FRB and Community Centre**

### **8.1 - Budget**

<b><u>Revenue</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>
<b>Council Property/Staff Housing Program</b>	\$12,532	\$25,000	\$100,000
<b>FRB Centre Rent</b>	\$7,012	\$6,500	\$26,000
<b>Community Centre Hire Fees</b>	\$1,011	\$375	\$1,500

<b><u>Expenditure</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>	<b>Bud-Act</b>
<b>Council Property/Staff Housing Program</b>	\$56,671	\$46,250	\$185,000	\$128,329
<b>FRB Units &amp; Community Centre Operations Costs</b>	\$14,196	\$13,250	\$53,000	\$38,804

### **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**

<b>Activity</b>	<b>Number</b>
Properties Available for use	5 Coyne Street 25 Byrne Street
New Tenancies	Nil



Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil
Notes	<ul style="list-style-type: none"> <li>• General Maintenance performed when required.</li> <li>• Interim Director of Engineering is residing at 10 Shaw Street</li> <li>• Interim Senior Finance Officer is residing at 2/9 Shaw Street</li> </ul>

### 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	3
New Tenancies	Nil
Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil
Notes	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 Units Activities**

Activity	Number
Properties Available	Three (3) - Unit 1, Unit 5, Unit 7
New Tenancies	Nil
Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil
Notes	<p>General Maintenance performed when required.</p> <p>New split system air conditioner installed in Unit 4 to replace faulty Toshiba that was originally installed.</p>

## **9 – Land and Building Development**

### **9.1 - Budget**





<u>Revenue</u>	Actual YTD	Budget YTD	Budget	
Land and Building Development	\$2,155	\$12,000	\$48,000	

<u>Expenditure</u>	Actual YTD	Budget YTD	Budget	Bud-Act
Town Planning Program	\$1,870	\$17,500	\$70,000	\$68,130

## **9.2 - Report**

### **Regulatory Services, Land and Building Development**

One (1) Planning Application (Impact Assessable) was lodged during the month. The application is currently in the Public Notification stage.

The Public Consultation Period for the Draft Planning Scheme is being run from the 10<sup>th</sup> September through until the 5<sup>th</sup> November 2018. Council is holding information sessions in all four townships during October.

## **10 – Local Disaster Management**

### **10.1 – Budget**

<u>Revenue</u>	Actual YTD	Budget YTD	Budget	
SES Grants	\$0	\$5,562	\$22,250	

<u>Expenditure</u>	Actual YTD	Budget YTD	Budget	Bud-Act
Disaster Management Operational Costs	\$8,318	\$6,750	\$27,000	\$18,682

### **10.2 - Report**

#### **Disaster Management**

No incidents occurred that required the activation of the LDMG.

# MCKINLAY SHIRE UPDATE 2018



# DINGO BONUS YEARLY COMPARISONS

<u>Month</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
January	1	13	6	3	26	0	14
February	4	0	0	3	0	0	0
March	3	16	0	0	6	0	0
April	0	6	13	43	4	21	1
May	0	13	0	3	5	2	6
June	12	0	0	2	0	30	6
July	7	2	1	0	2	8	4
August	3	0	0	0	12	0	12
September	0	1	0	0	9	11	2
October	0	2	1	5	1	0	
November	0	0	3	0	11	0	
December	0	0	20	3	12	10	
<b><u>Totals</u></b>	<b><u>30</u></b>	<b><u>53</u></b>	<b><u>44</u></b>	<b><u>62</u></b>	<b><u>88</u></b>	<b><u>82</u></b>	<b><u>45</u></b>

# FACTORY BAITS YEARLY COMPARISONS



<u>Type</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
<b>Dog</b>	500	300	1900	0	900
<b>Pig</b>	64	64	0	0	0
<b>De-K9</b>	2760	1800	440	1340	240
<b>Totals</b>	<b>3324</b>	<b>2164</b>	<b>2340</b>	<b>1340</b>	<b>1140</b>

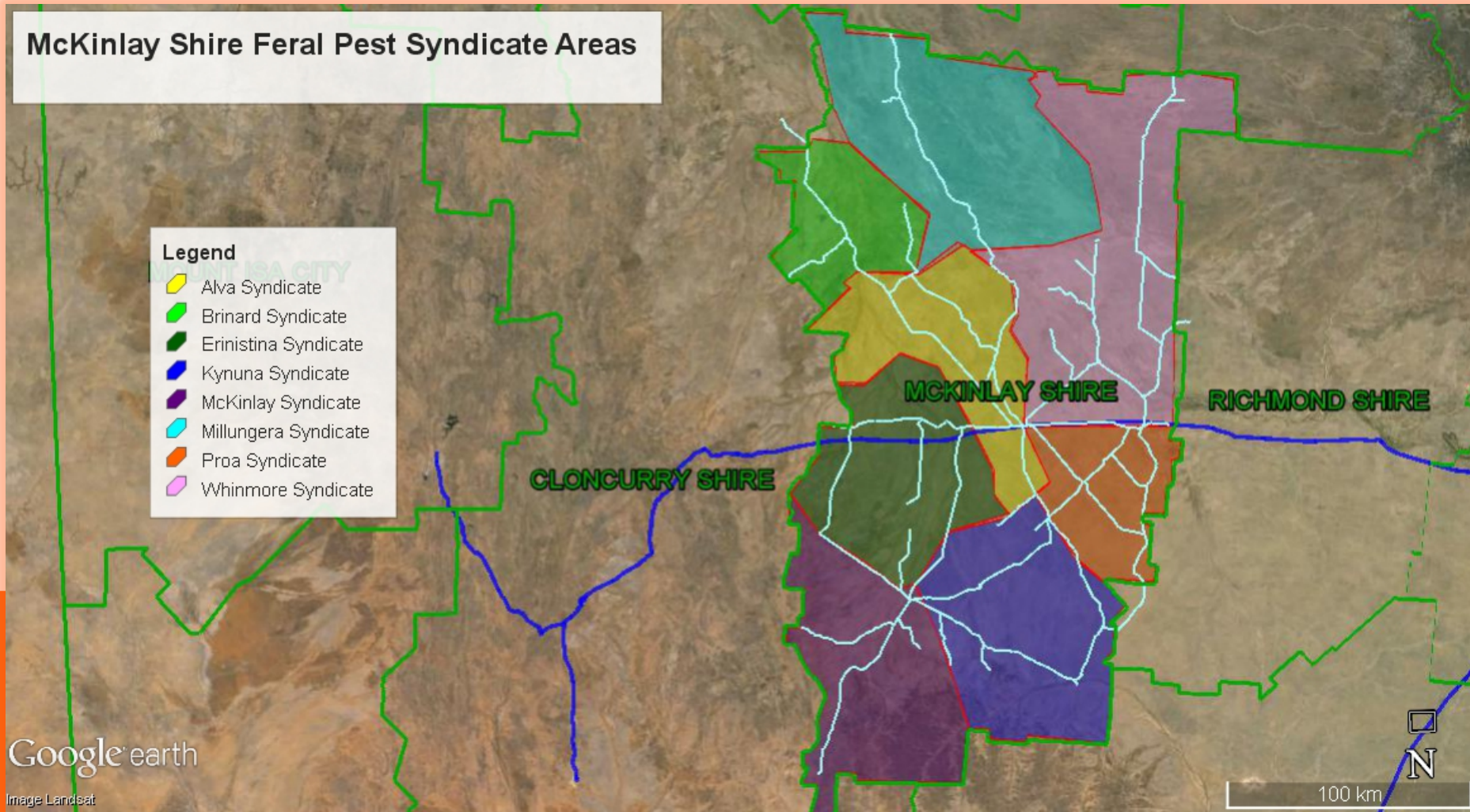


# 1080 BAITING PROGRAM SYNDICATE AREAS

## McKinlay Shire Feral Pest Syndicate Areas

### Legend

- Alva Syndicate
- Brinard Syndicate
- Erinistina Syndicate
- Kynuna Syndicate
- McKinlay Syndicate
- Millungera Syndicate
- Proa Syndicate
- Whinmore Syndicate



Google earth

Image Landsat

100 km

# 1080 BAITING PROGRAM 2018

MAY 2018

44 Properties Participated  
12780 kg meat treated



October 2017

44 Properties Participated  
9,590kg meat treated



# 1080 BAITING PROGRAMS YEARLY COMPARISONS

<b>SYNDICATE</b>	<b>2018 May</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>2012</b>	<b>2011</b>	<b>2010</b>
MILLUNGERA	1990	4950	5890	7060	7,582	7,770	6,260	8,760	5,380
ALVA	2290	2650	1650	2780	5,260	1,700	2,550	2,070	1,990
BRINARD	1230	1640	1740	3130	2,140	1,720	1,050	1,230	1,050
WINMORE	4250	7255	5280	6880	6,280	5,340	4,880	5,900	3,900
ERNESTINA	1140	3030	2130	1210	1,560	460	480	650	950
PROA	330	1240	210	2840	1,930	2,531	2,250	910	812
KYNUANA	1150	2230	1910	1640	2,560	1,290	2,770	1,961	1,030
MCKINLAY	400	860	0	460	40	1,300	360	60	150
<b>No of Properties</b>	<b>44</b>	<b>66</b>	<b>62</b>	<b>87</b>	<b>68</b>	<b>57</b>	<b>56</b>	<b>53</b>	<b>52</b>
<b>TOTAL (Kgs)</b>	<b><u>12780</u></b>	<b><u>23,855</u></b>	<b><u>18,810</u></b>	<b><u>26,000</u></b>	<b><u>27,352</u></b>	<b><u>22,111</u></b>	<b><u>20,600</u></b>	<b><u>21,541</u></b>	<b><u>15,262</u></b>



# PRICKLY ACACIA SPRAYING STOCK ROUTE WATER FACILITIES



*On going spraying  
around stock route  
waters*





# RESULTS FROM CLEARING AND SPRAYING AROUND THE JULIA CREEK TOWN AREA



# PRICKLY ACACIA SPRAYING ROAD AREAS WITHIN MCKINLAY SHIRE



**May 2018**

**8 Men for 16 days on  
Millungera,  
Punchbowl and  
Rockvale Roads**

2017

From Auckland Mailbox to Flinders River

(6 days/5 men, 1800lt Diesel/30lt Access)

Cannington Road – 32km section from Answer

Downs

(4 days/4 men, 600lt Diesel/10lt Access)

Punchbowl Road from Julia Ck to Flinders River

(5 days/4 men, 1400lt Diesel/23.3lt Access)

Dalgonally Lane – 1 day/4 men

Nelia to Rockvale – 8 man days



# MCKINLAY MESQUITE TREATMENT PROGRAM



2016

7 days / 10 men  
6000lt Diesel /  
100lt Access

2017

6 days / 15 men  
4300lt Diesel /  
*71.6lt* Access

2018

October 12 men 7 days



# NA VISTA STOCK ROUTE BORE



# STOCK ROUTES

***Travel Permits*      3**

***Grazing Permits*    0**

## **McKinlay Shire Water Agreements**

No. of Agreements	Status
Sixteen (16)	Finalised (pre SRMS)
Eleven (11)	Finalised (SRMS)
One (1)	Draft Stage
<b><u>TOTAL</u></b>	<b><u>TWENTY EIGHT (28)</u></b>



# JULIA CREEK LIVESTOCK FACILITY



- New cameras have been installed over all council yards.
- A total of 17317 head of cattle have weighed and scanned at the facility for 2018



# JULIA CREEK WORK CAMP PROJECTS 2018





# *THE END*

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## **7.0 COMMUNITY SERVICES**

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**7.1 Subject:** Community Services Monthly Report

**Attachments:** Nil

**Author:** Director Corporate and Community Services

**Date:** 5 October 2018

**Executive Summary:**

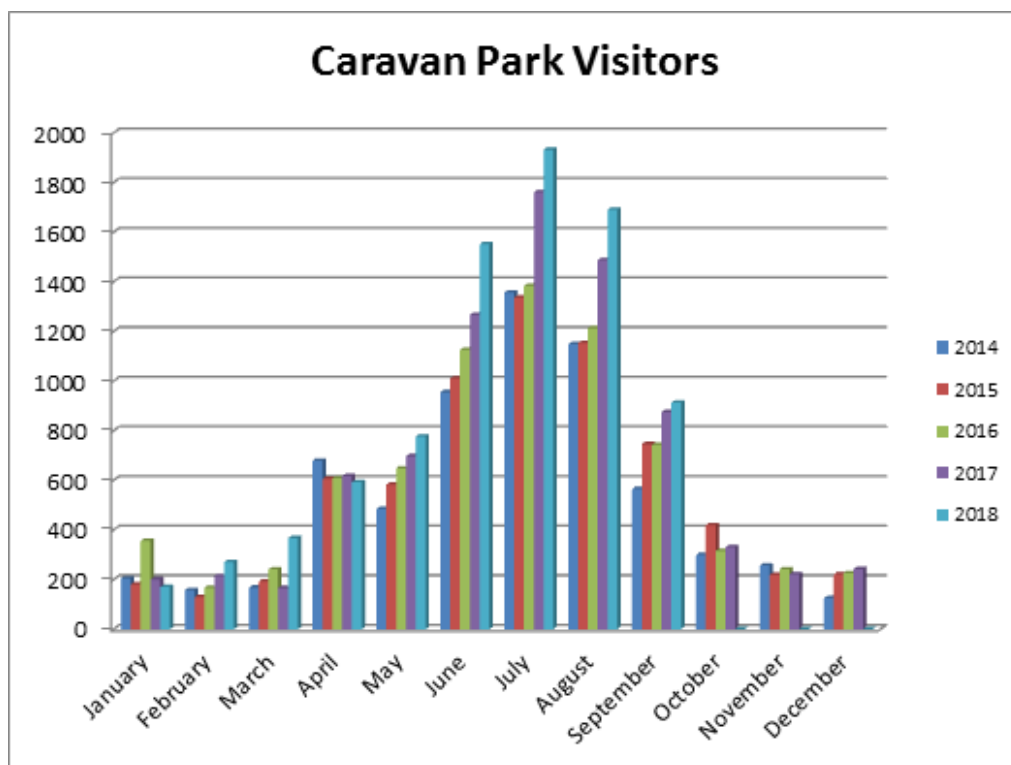
Council is presented with the monthly Community Services report, which provides an overview of the operations for the month of September 2018.

**Recommendation:**

That Council receives the Community Services monthly report for September 2018.

**Caravan Park**

The Caravan Park recorded 913 visitors during the month of September 2018 compared with 875 in September 2017 – an increase of 4.34%.





## Library Services

With an exchange to start the month off, our avid readers have enjoyed the new selection of books.

The library has also seen a selection of new technology arriving including ipads, computer as well as a big screen TV for the Library. The Ipads in particular were very helpful during our school holiday program as we were able to use them to view our augmented reality books.

We have opened the McKinlay library now each alternate Thursday. During the month we also had an exchange of books there so that was a nice surprise for the regulars.

As expected the warmer weather has slowed down our tourists, but I am still getting itinerant working families who take full advantage of the library to entertain their children in an air-conditioned safe environment that is more than kid friendly.

## Statistics

### New members:

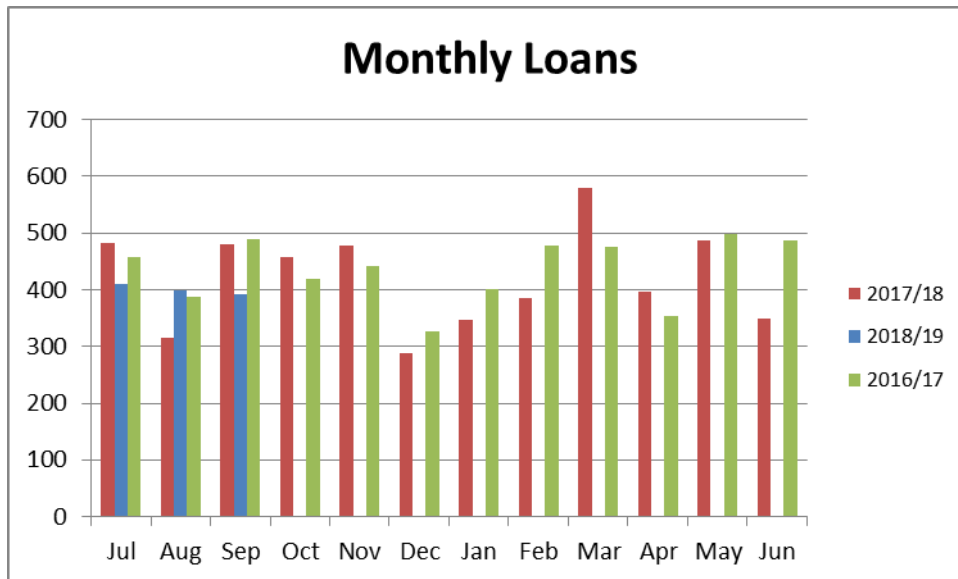
Adults	5
Junior	
Tourist	
Deleted	

### Total membership:

Adults	277
Junior	86
Institutions	
Tourists	

### Services:

Reservations satisfied	34
Requests for books	42
Internet/computer usage	345
Ipad usage	179
WiFi usage	250
Photocopier	
Broadband for Seniors	60



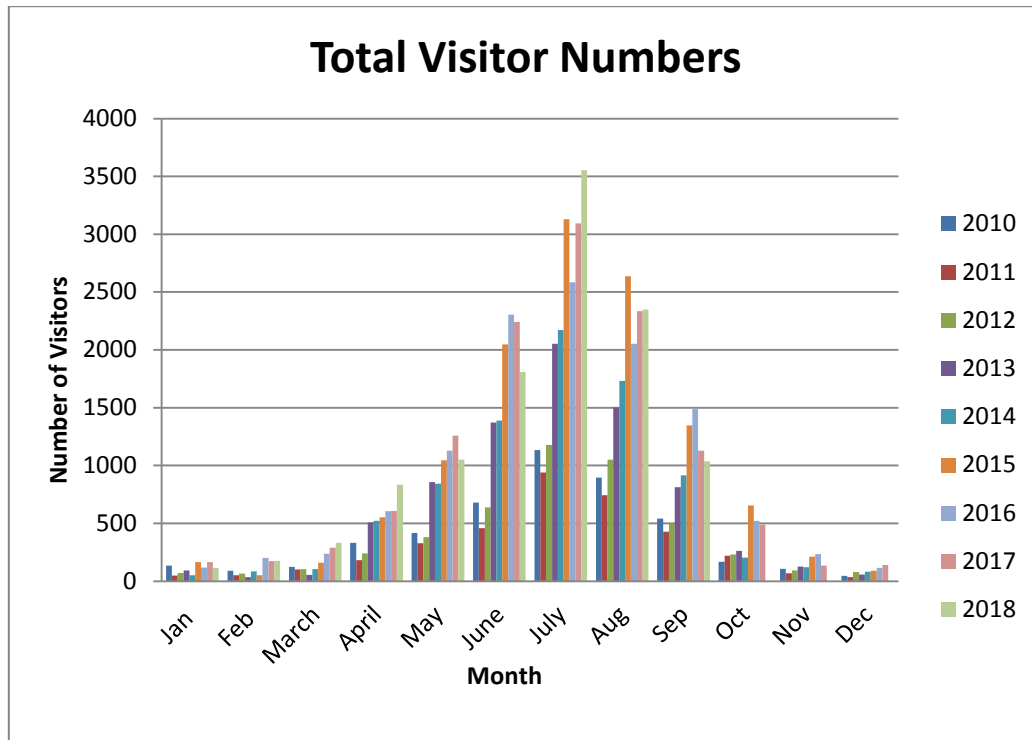
#### McKinlay Library

Loans	5
Returns	6
Visitors	6

#### Tourism

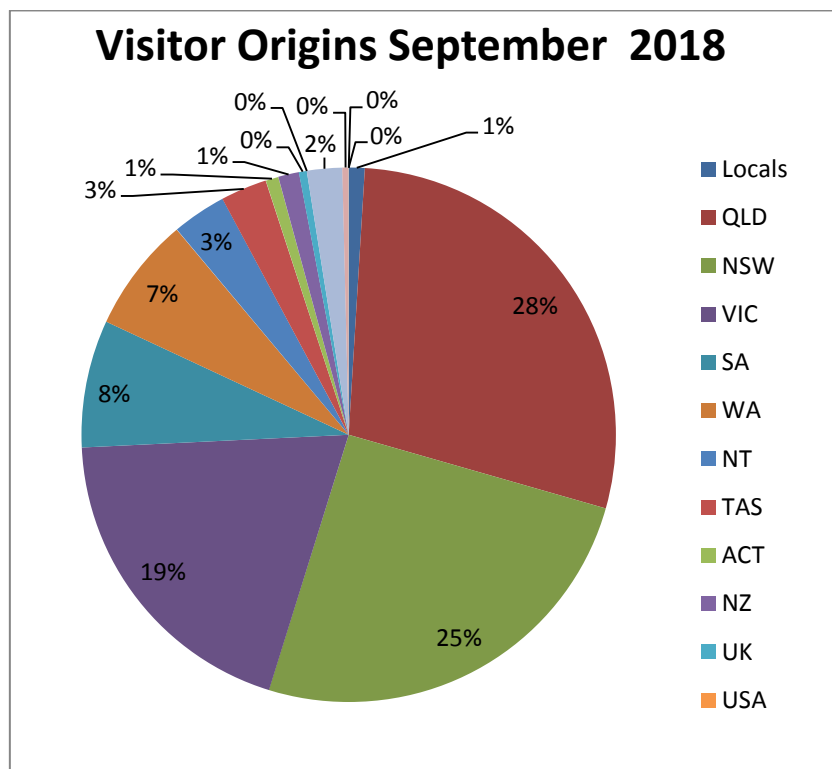
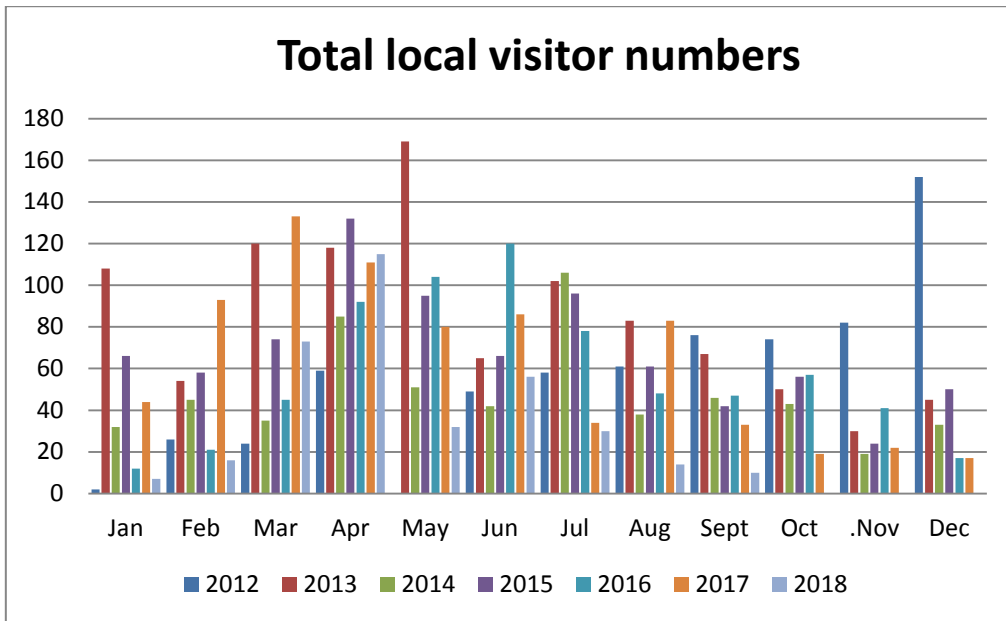
#### ***Total Visitor Numbers for September 2018 - 1036***

There were 1036 visitors to the Julia Creek Visitor Information Centre in September 2018 compared with 1128 visitors in September 2017 – a decrease of 8.15% between 2017 and 2018 figures. There have been 11255 visitors to the Julia Creek Visitor Information Centre this year to date (YTD) compared with 11292 visitors over the same period in 2017 - a decrease of 0.33% between 2017 and 2018 YTD figures.



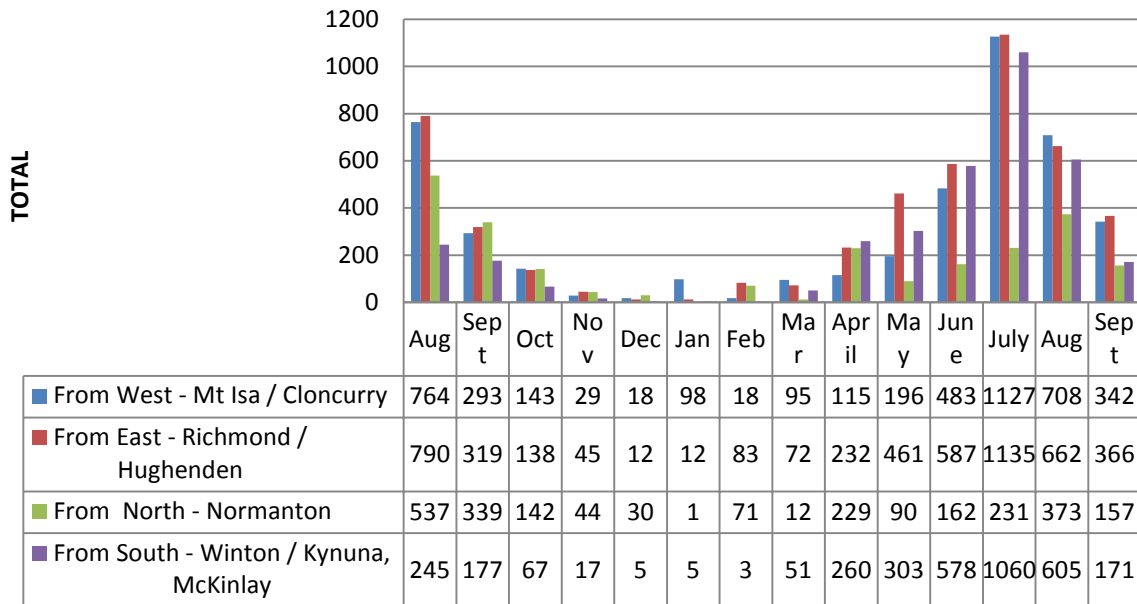
**Total Locals Visitors September 2018 - 10**

There was a total of 10 local visitors to the Julia Creek Visitor Information Centre in September 2018 compared with 33 in September 2017 – a decrease of 69.69% in figures between 2017 and 2018. There have been 353 local visitors to the Julia Creek Visitor Information Centre this year to date (YTD) compared with 697 visitors over the same period in 2017 – a decrease of 49.35% between 2017 and 2018 YTD figures.



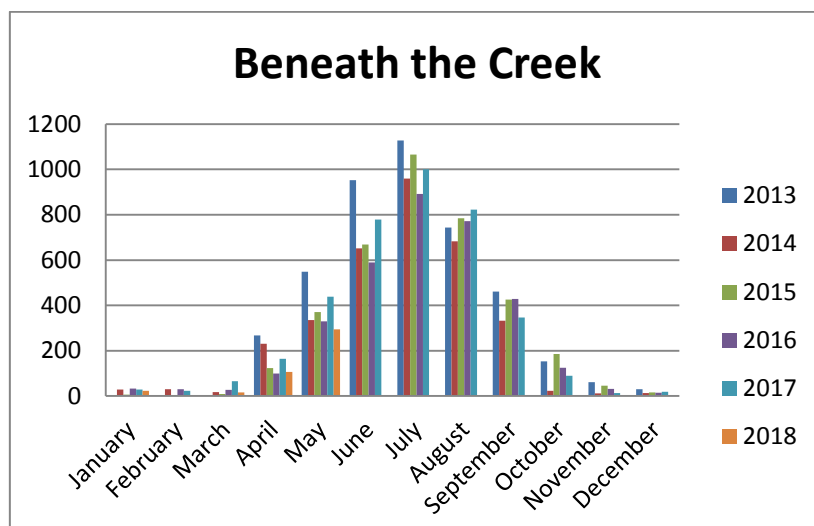


## North West Regional Statistics SEPTEMBER 2017- SEPTEMBER 2018



### ***Beneath the Creek***

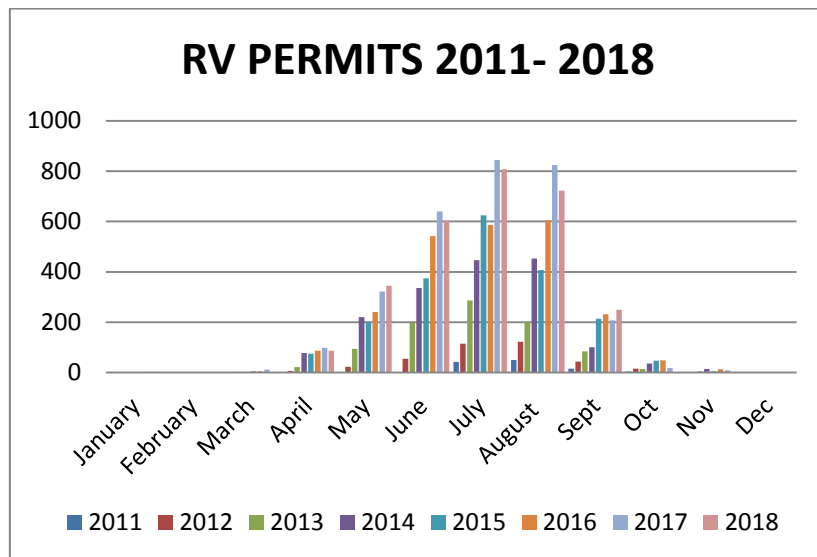
There were 336 entries to 'Beneath the Creek' in September 2018 compared with 347 in September 2017 – a 3.17% decrease. There have been 2687 entries to Beneath the Creek in the Year to Date (YTD) compared with 3669 over the same period in 2017 which represents a 26.76% decrease.





**RV Site Permits and Expenditure**

There were 250 RV Permits issued in September 2018 compared with 207 September 2017 – a 20.77% increase. There have been 2819 RV Site Permits issued in the Year to Date (YTD) compared with 2952 over the same period in 2017 which represents a 4.50% decrease between 2017 and 2018 YTD figures. 114 RV Site guests indicated a total spend of \$17,205.00. We can extrapolate (average \* total number of permits) this average spend to a total spend of \$37,730.26. The total spend for September 2017 was \$27933.95.



**Julia Creek Early Learning Centre**

There are currently 37 children enrolled at the service, with one enrolled and on the wait list.

6 children attend on a casual basis.

One new enrolment during the month.

**Attendance**

There were 232 actual attendances over the 20 days of care offered throughout September. This equated to an average of 11.6 children per day.

**Significant events:**





## Ordinary Meeting of Council Tuesday 16<sup>th</sup> October 2018

- Kinders began their Prep transition session at the school
- Fundraising committee ordered new resources, which arrived this month
- Kinders focusing on school readiness after interviews with all families
- Grant opportunities have arisen to commission murals at the school and kindy
- Room changes for both rooms have seen the experiences being utilised a lot more and more positive behaviours for the children

Recruitment for the fulltime Group Leader position is ongoing.

### Swimming Pool

#### Usage

ENTRIES	SWIMMERS
Adult Entry	75
Child Entry	140
<b>Season Passes / Family Pass</b>	
Adult	3
Child	12
Breakfast Club/ No Charge	
After School Care/ No Charge	
J/C Swimming Club/ No Charge	
Aged Care/ No Charge	
<b>Triathlon Training/ No Charge</b>	
Adult	
Child	
J/C State School/ No Charge	38
<b>Caravan Park Tokens</b>	
Adult	361
Child	147
<b>Free Sunday</b>	
Adult	16
Child	26
<b>Total Swimmers</b>	<b>818</b>

### Sport & Recreation

#### Sporting Schools:

The end of Term 3 also culminated in the end of Sporting Schools which Council had co-ordinated. Once again it was great to see the student's skills improve across a variety of sports and their enthusiasm remained throughout the program. Moving forward, the school has been successful in gaining funding for the Sporting Schools Program in Term 4 and this will see students participate in swimming and games at the Indoor Sports Centre.



Ordinary Meeting of Council Tuesday 16<sup>th</sup> October 2018

**Kindy Kids Sports Awareness:**

Unfortunately due to the lack of available staff at the Early Learning Centre, Kindy Sports has had to be postponed until further notice. It is hoped with the recruitment of additional staff can see the program return in the future.

**School Activities:**

The school hosted "Footy Colours Day" on September 7 which allowed the students and staff to wear their favourite footy supporters gear to raise much needed funds for the Fight Cancer Foundation to support children living with cancer. The day concluded with a sausage sizzle and a very competitive game of touch footy between the students and parents/teachers.

Julia Creek also hosted the Mid-West Cricket Trials during September at the Indoor Sports Centre with Queensland Cricket Staff co-ordinating the event. It was a successful day with approximately 20 students participating and they all enjoyed the opportunity to participate.

**MISOTA Mini School:**

McIntyre Park hosted another week of fun activities for students of the Mount Isa School of the Air. I was invited to conduct four cricket clinics across the first two days and had approximately 30 students participate. It was great to allow these children the opportunity to be involved in sports and activities they often miss out on due to their remote location.

**Funding Applications:**

We have submitted two funding applications relating to an upgrade to the Daren Ginns Centre through the Australian Sports Commission Community Infrastructure Program and the Queensland Government Get Playing Places and Spaces Program. This will involve a 12m x 5m extension to the western side of the building and it is planned this funding will allow the incorporation of a children's crèche area and extra floor space. Council should receive notification of whether or not the applications were successful before the end of the year with work scheduled to begin in early 2019.

**CHSP:**

Gym sessions are continuing on Tuesday mornings with a couple of regular attendees. CHSP exercises and indoor bowls are also continuing on Wednesday mornings at the Fr Bill Busuttin Centre. A program which focuses on improving strength and preventing falls has been implemented and appears to be benefiting participants.

**Daren Ginns Centre:**

Membership numbers remain steady and the facility seems to be gaining new members with the influx of workers into Julia Creek. Memberships are due to be received at the start of next month (October).



### Social Sport:

Social Sport continued with netball being played on Wednesday nights throughout the month. It was really well received by the community and numbers of participants increased significantly which allowed full matches to be played.

### 'The Big Weekend':

Over the course of the long weekend at the end of September, Julia Creek hosted what many referred to as '*The Big Weekend*'. This event consisted of *Town vs Country* netball and rugby league matches, a race meet, and a ball. Unfortunately I wasn't in town, but from all reports it was a success with above average crowds attending all events showing great community spirit and allowing the CSA, Swim Club and Turf Club to raise funds for their upcoming seasons.

### Community Health

CHSP OCCASIONS OF SERVICE (OoS)		
	OoS	Hours
Nursing Care	47	25.25
Personal Care	3	0.75
Social Support	12	3.75
Assessment	0	0
Counselling/Advocacy/Information/ Education	45	11.35
<b>Total</b>	<b>107</b>	<b>41.1</b>

LOCATION OF OCCASIONS OF SERVICE	
Home Visits	41
Clinic Visits	2
Phone Consults	0
Hospital Visits	0
Telehealth	5
Transport to Medical Appointments	16



Ordinary Meeting of Council Tuesday 16<sup>th</sup> October 2018

<b>NON-CHSP COMMUNITY NURSING OCCASIONS OF SERVICE</b>		
	<b>OoS</b>	<b>Hours</b>
<b>Home Visits</b>	3	90mins = 1.50hr
<b>Hospital Visits</b>	1 (telehealth escort)	50mins = 0.83hr
<b>Phone Consults</b>	0	0
<b>Clinic Consults</b>	1	150mins = 2.50hr
<b>Meetings</b>	11	520mins= 8.67hr
<b>Health Promotion Sessions</b>	3	165mins= 2.75hr

<b>REFERRALS</b>
Nil new referrals

<b>EQUIPMENT ON LOAN</b>
Nil new loans

**HEALTH PROMOTION**

TRAIC Funding: The Community Nurse has been heavily involved with organising the upcoming 'Celebrating Our Volunteers' event, which is set down for Nov 24-25, 2018.

The Community Nurse, along with the MSC Sport and Rec Officer, continues to attend a weekly gym session with interested CHSP clients.

**GENERAL BUSINESS**

The Community Nurse took a week of Leave this month, which may account for lower numbers on this report.

Australian Hearing conducted a half-day clinic at the Fr Bill Busuttin Centre on September 5, 2018.

At the CAN meeting, held September 13, 2018, the Community Nurse identified a change to North and West Remote Health's visiting schedule, and noted the difficulties in optimising service uptake, as well as the recent uncertainty surrounding the funding of their service. In response, NWRH committed to trying to raise their profile in our Community.



Ordinary Meeting of Council Tuesday 16<sup>th</sup> October 2018

## Commonwealth Home Support Programme (CHSP)

### Events and Activities

All regular activities continued to be provided throughout the month.

### Statistics

CHSP currently have a total of 33 clients.

Service Offered	Number of Clients
Transport	83 Two way trips
Social Support	Visits 38
Personal Care	19 Visits 2 Clients (Community Nurse)
EXERCISE	6 CLIENTS 8 SESSIONS
Counselling/Support, Information and advocacy (client)	7 hours and 45 min
Shopping	4 Trips (3 attendees, 2 pickup)
GAMES	24 Attended 4 (sessions)
Luncheon	42 Attended (4 sessions) visitors
Meals on Wheels	47 Meals delivered
Home Maintenance	50 lawns mowed 25 clients
Domestic Assistance	9 clients, 51 visits
Pub Lunch	10 Clients 1 SESSION
Clients Transported for Doctors Appointments	6 CHSP clients

### Consultation:

#### Legal Implications:

Nil

#### Policy Implications:

Nil

#### Financial and Resource Implications:

InfoXpert Document ID: 94837



Ordinary Meeting of Council Tuesday 16<sup>th</sup> October 2018

**7.2 Subject:** Community Strategic Plan – Draft RFQ  
**Attachments:** 1  
**Author:** Director Corporate and Community Service  
**Date:** 10<sup>th</sup> October 2018

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**Executive Summary:**

At the meeting of Council held on 24<sup>th</sup> July 2018, Council adopted the following resolution:

**Resolution No. 014/1819**

Council accept the funding support to the value of \$68,190 cash through Building Better Regions Fund for the purpose of developing a new Community and Infrastructure Plan and staff be requested to developing a new Community and Infrastructure Plan and staff be requested to develop RFQ Brief to Consultants for Council consideration prior to seeking quotations.

**Moved Cr. J Fegan**

**Seconded Cr. N Walker**

A copy of the draft Request for Quotation document is attached for Council's consideration and input.

**Recommendation:**

That Council endorse the Request for Quotation document for the new McKinlay Shire Council Community Strategic Plan attaching to the Report from the Director Corporate and Community Services for the purposes of inviting quotations

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**Background:**

Council staff prepared and submitted an application under the program aimed at reviewing Council's existing Community Plan and developing a new Community and Infrastructure Plan particularly having regards to potential impact of the Multicom Vanadium mining project on the community.

The new Community & Infrastructure Plan will form a roadmap for Council that will provide our Shire with the understanding, know-how and inspiration to achieve a prosperous and sustainable community. The project will involve a whole of community consultation process to identify the community's vision and goals for the future.

The project will deliver an extensive community consultation process that will result in a combined seven year Community and Infrastructure Plan.

**Consultation:**

Directors  
Team Leaders



Ordinary Meeting of Council Tuesday 16<sup>th</sup> October 2018

**Policy Implications:**

The new plan will become a Council policy document

**Financial and Resource Implications:**

The estimated cost of the project is \$90,921 which has been budgeted for in the 2018/19 financial year. Council will also provide in-kind support to the project by organising venues and basic catering/tea and coffee facilities at the community consultation sessions. Council will prepare and coordinate the advertising of the workshops through print, letter and social media.

**InfoXpert Document ID:** 94839



## Request for Quote

### McKinlay Shire Council Community Strategic Plan

**Submissions close:**

**??October 2018**

**Submit all queries and final quotation via email to:**

Tenneil Cody – Director of Corporate & Community Services

E: [finance@mckinlay.qld.gov.au](mailto:finance@mckinlay.qld.gov.au)

P: (07) 47 467 166



## 1 INTRODUCTION

The quote shall be for consulting services to develop the McKinlay Shire Community Plan and its program components. The strategic document shall be underpinned by community values and social goals, that generates community based direction for Council.

The themes for the Plan should align with Council's Mission Statement (full version - [www.mckinlay.qld.gov.au/council/mission\\_statement.shtml](http://www.mckinlay.qld.gov.au/council/mission_statement.shtml)):

- A sustainable community
- A well-managed shire
- A sustainable environment
- A vibrant community
- A strong economy

## 2 OVERVIEW

The McKinlay Shire Community Plan is a major planning initiative of Council which will provide strategic direction over the next 7 years. The existing 2010-2020 Community Plan is a document detailing the hopes and priorities of the community, and has been invaluable to Council when applying for grant programs. The ten priorities listed in the document have been achieved and since the initial consultation the community has changed, hence the need for a new document.

The new Community Plan hopes to capture and deliver:

- a comprehensive vision, themes, aspirations and supporting values of the Shire's communities;
- the dynamics and needs (social and infrastructure based) of the Shire's communities by providing improvements to liveability now and into the future, supporting population attraction and retention;
- information for planning and service delivery;
- an understanding of the resources, competitive advantages, weaknesses and opportunities of the Shire;
- the Shire's current and likely future land use requirements to service the future economy including business, commercial and industrial land uses;
- road, freight, public transport and other infrastructure requirements to meet future settlement, community service provisions, social wellbeing, and economic needs;
- linkages and alignment to Council, Regional and State Plans;
- clear statements of strategic principles and implementation directions for actioning the Plan, along with a monitoring and review process.
- the abovementioned to inform Council Corporate Plans and budgets.

### **3 BACKGROUND INFORMATION OF THE SHIRE**

The McKinlay Shire Local Government Area (LGA) is located in the Outback region of Queensland, approximately 650 kilometres west of Townsville and 250 kilometres east of Mount Isa. The Shire's main industries are cattle, tourism and mining. Other industries such as retail, transport, construction and other key services rely on these main industries for their own sustainability. McKinlay Shire has a population of approximately 1,000 people and comprises four main towns, including Julia Creek, Kynuna, McKinlay and Nelia. There are two active mines in the Shire (Cannington and Eloise) which are staffed primarily by a fly-in, fly-out workforce. There is potential for a new vanadium mine at St Elmo (25km east of Julia Creek) which hopes to use predominately local workforce, and this needs to be considered in the new Plan.

McKinlay Shire has a number of different infrastructure projects either underway or recently completed that have the potential to influence economic opportunities going forward. The Shire has also identified a range of strengths, weaknesses, opportunities and threats, all of which have been included in its 2018 Economic Development Plan (EDP). Council launched its new Tourism Plan at the beginning of 2018 which list five game changing projects. Council is currently going through the community consultation phase of its new Planning Scheme. All of these new documents have useful and current background information and need to be interlinked with the new Community Plan, where appropriate.

### **4 CONSULTANCY SERVICES**

You will provide the following consultancy services:

#### **Conduct reviews:**

Assess existing population and demographic:

- + Assess population forecasts and projections;
- + Analyse relevant socio-economic data
- + Conduct site investigations of all four towns in the Shire – Julia Creek, Nelia, Kynuna and McKinlay.

Assess existing community infrastructure:

- + Conduct review of current Council and community infrastructure in the Shire;
- + Conduct site investigations of all four towns in the Shire – Julia Creek, Nelia, Kynuna and McKinlay.

Review Council's previous Community Plan 2010-2020 and other current strategic documents namely the Economic Development Plan, Tourism Plan, Planning Scheme and Corporate Plan.

**Undertake community consultation:**

- + Understand project ideas and opportunities identified by Council to date;
- + Prepare and distribute community consultation questionnaires/surveys (hard copy, electronic and social media appropriate);
- + Hold public meetings and workshops with community and identified stake holders (not limited to):
  - Local business owners and service providers;
  - Shire residents;
  - Council and key operational staff;
  - Government agencies and non-government organisations which provide services across the Shire.
  - Community non-for-profit groups
- + Prepare a Consultation Report summarising stakeholder responses.
- + Identify new and/or refine list of development and project opportunities based on consultation outcomes.

**Evaluate options:**

- + Evaluate opportunities and infrastructure options from a concept perspective (designs not required).
- + Evaluate infrastructure project options from a site and landscape perspective.
- + Examine cost structures and cost management themes.
- + Consider environmental requirements.
- + Align identified options with existing Shire and State Plans.

**Prepare a 7 Year Community Plan for the McKinlay Shire:**

- + That provides a document suitable for various audiences including Council and the residents of the McKinlay Shire (in electronic and hardcopy format).
- + That provides an assessment/information on current population and demographics.
- + That identifies new opportunities and strategies that value-add and build resilience and that improve the social capacity, liveability and population attraction and retention of McKinlay Shire.

- + Identifies partnerships and potential programs where Council can collaborate with other tiers of government and industry to ensure sustainability.
- + Considers the extent of duplication of facilities across the Shire and neighbouring Shires.
- + Differentiates the uses and users of facilities in the Shire.
- + That highlights linkages with current and potential Council projects.
- + That considers the interests of existing or future community groups, the nature of existing infrastructure and existing events, and the possibilities associated with promoting multi-use facilities for residents and visitors for regular and special use (aim to limit duplication of facilities).
- + That critically evaluates access and infrastructure networks and requirements to support future settlement, population and employment.
- + That includes a range of financial outputs, including estimates of potential direct and indirect revenue streams, indicative capital costs for various community development options, and indicative operation and maintenance costs for various community development options.
- + That addresses affordability issues, timing issues, resource, land and water availability issues, site and design issues, and prioritising infrastructure options / implementation strategy over time.
- + That details proposals that address concerns raised by the community/stakeholders.
- + That aligns with existing Shire, Regional and State Plans.
- + That recognises all relevant State planning legislation including but not limited to the *Planning Act 2016* and any other planning legislation or policies for the Gulf area.
- + That identifies potential major infrastructure projects with project descriptions/concepts with suggestions of appropriate site locations.

- + That identifies social wellbeing projects and programs.
- + That includes a vision statement, identification of priority projects/opportunities, and details constraint /strategic direction pathways for realisation of all opportunities.
- + That provides a clear and prioritised implementation framework and staging plan to ensure that the Plan can be effectively implemented over the seven year period. The implementation should identify outcomes of relevance for proposed amendments to the Planning Scheme.

## 5 TIMEFRAMES AND OTHER CONSIDERATIONS

The intention of the Community Plan is to inform Council’s Corporate, Annual Operational Plan and budget deliberations, and to be a reference document for funding applications.

Council requires this project to be completed by July 2019.

Note that the Shire’s wet season is active from November – March and can make travel around the Shire difficult/improbable for site visits. This is also the same for community members attending stakeholder consultations sessions.

Council envisages that multiple trips to visit the community will be required over the life of the project.

On submission of your quote please indicate your ability to deliver services in accordance with the following stages:

Stage	Start Date	End Date
Project commencement - reviews		
Conduct community consultation and site analysis		
Evaluate options		
Prepare draft Community Plan		
Finalise Community Plan		

## 6 MILESTONES

The total amount payable by Council to you for the Consultancy Services will be:

<b>Milestone</b>	<b>Claim</b>
Initial engagement payment (up front)	Claim 1
Completion of initial site visit and community consultation	Claim 2
Completion of draft plan	Claim 3
Completion of final plan	Final Claim

## 7 COUNCIL RESPONSIBILITIES AND ASSISTANCE

To allow you to provide the Consultancy Services in a timely manner, Council will undertake, to the best of its ability, the following tasks:

- Respond to requests for information on existing community infrastructure and community groups, as required.
- Participate in site investigations, Council and community consultation opportunities, as negotiated.
- Provide timely feedback on questions and comments raised by you throughout the Project.
- Provide advice/recommendations on stake holder engagement, including locations, venues and times for meetings.
- Advertise community consultation workshops via mail drop, social media and Council's website utilising a marketing material created by the Consultant.
- Provide further information as requirements for 7 Year Community Plan become known.

## 8 QUOTE SUBMISSION REQUIREMENTS

The consultants quoting on the project must provide the following information as part of their response:

- a) Principal consultant and designated project team;
- b) Understanding of the project;
- c) Methodology;
- d) Liaison and consultation strategy;
- e) Project outcomes;
- f) Timing and work program (refer section 5);
- g) Breakdown of project budget/quote;
- h) Referees and previous experience in delivering similar projects;
- i) Insurance details.



## 8.0 CORPORATE SERVICES

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

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**Executive Summary:**

The Corporate Services Report as of 30<sup>th</sup> September 2018 which summarises the financial performance and position is presented to Council.

**Recommendation:**

That Council receives the monthly Corporate Services Report for the period ending 30<sup>th</sup> September 2018.

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**Report:**

The Corporate Services Report compares actual performance to date with the Council's adopted 2018-2019 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 it's 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:**

Income has significantly increased this month with the QRA 2018 Flood Damage emergent works and 30% advance for the approved submission being received.





Ordinary Meeting of Council Tuesday 16<sup>th</sup> October 2018

<b>INCOME STATEMENT SUMMARY</b>				
	<b>Actuals</b>	<b>Variance</b>	<b>YTD Budget</b>	<b>Full Year Budget</b>
<b>Total Income</b>	4,590,994	84%	5,438,493	21,753,973
<b>Total Expenses</b>	2,794,713	74%	3,777,556	15,110,222
<b>Surplus</b>	<b>1,796,281</b>	<b>108%</b>	<b>1,660,938</b>	<b>6,643,751</b>
Less Capital Revenue	1,594,650	67%	2,368,182	9,472,727
Plus Depreciation	-	0%	1,058,050	4,232,200
<b>Net Operating Surplus</b>	<b>\$ 201,631</b>	<b>57%</b>	<b>\$ 350,806</b>	<b>\$ 1,403,224</b>

<b>STATEMENT OF FINANCIAL POSITION</b>		
	<b>2019 Actuals</b>	<b>2018 Actuals</b>
Current Assets	15,655,971	15,379,450
Total Non-Current Assets	191,883,992	190,871,685
<b>Total Assets</b>	<b>207,539,963</b>	<b>206,251,136</b>
Total Current Liabilities	845,909	1,353,363
Total Non-Current Liabilities	96,659	96,659
<b>Total Liabilities</b>	<b>942,568</b>	<b>1,450,022</b>
<i>Community Equity</i>		
Asset Revaluation Surplus	67,975,432	67,975,432
Retained Surplus	138,221,963	136,425,681
Reserves	400,000	400,000
<b>Total Community Equity</b>	<b>\$ 206,597,395</b>	<b>\$ 204,801,113</b>

<b>STATEMENT OF CASH FLOWS</b>		
	<b>2019 Actuals</b>	<b>2018 Actuals</b>
<b>Cash Flows from Operating Activities</b>	1,411,598	552,708
Receipts, Payments & Interest Received		
Borrowing Costs		
<b>Cash Flows From Investing Activities</b>	(9,757,959)	(4,669,152)
Payments and Proceeds for PPE		
Capital Income		
<b>Cash Flows from Financing Activities</b>	-	-
Loan Payments		
Net increase (decrease) in cash held	(8,346,361)	(4,116,444)
Cash at beginning of the financial year	12,862,241	15,665,531
<b>Cash at the end of the period</b>	<b>14,847,542</b>	<b>12,862,241</b>



Ordinary Meeting of Council Tuesday 16<sup>th</sup> October 2018

### Summary By Departments

Department	Revenue			Expenditure		
	Actuals	%	Budget	Actuals	%	Budget
Infrastructure & Works	2,092,887	18%	11,318,512	1,038,829	8%	12,699,860
Governance & Partnerships	-	0%	68,190	186,227	19%	960,500
Corporate Services	1,789,575	22%	7,992,467	322,823	19%	1,704,501
Economic Development	94,930	48%	196,918	150,689	14%	1,039,700
Community Services	456,734	26%	1,779,234	791,331	23%	3,474,068
Health Safety & Development	7,125	9%	79,050	96,986	14%	669,000
Environment Management	140,512	44%	319,602	62,416	10%	615,000
	<b>4,581,762</b>	<b>21%</b>	<b>21,753,973</b>	<b>2,649,301</b>	<b>13%</b>	<b>21,162,629</b>

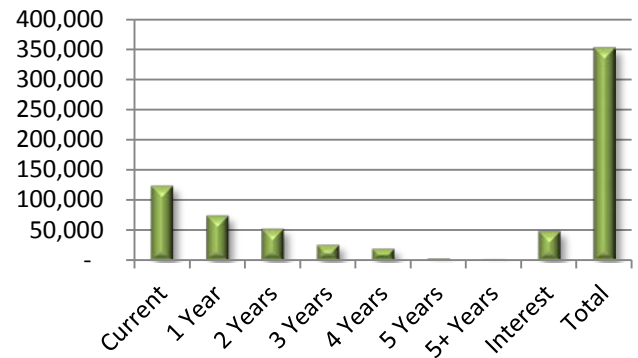
### Capital Works Program

	Actual	%	Budget
<b>Infrastructure &amp; Works</b>			
Roads, Grids and Bridges (Including R2R & TIDS)	483,470	20%	2,402,947
Wastewater	1,034	0%	885,000
Water	-	0%	85,000
Transport - Julia Creek Airport	-	0%	55,000
Other incl Plant Replacement	80,301		1,135,000
	<b>564,805</b>	<b>12%</b>	<b>4,562,947</b>
<b>Environmental Management</b>			
Reserves Asset Management	374	0%	170,000
	<b>374</b>	<b>0%</b>	<b>170,000</b>
<b>Community Services &amp; Facilities</b>			
Buildings & Other Structures	1,717,350	54%	3,177,095
Parks & Gardens	13,883	4%	338,800
Council Housing	31,872	25%	127,945
	<b>1,763,104</b>	<b>48%</b>	<b>3,643,840</b>
<b>Corporate Services</b>			
Buildings & Other Structures	-	0%	-
Office Equipment	1,877	5%	35,000
	<b>1,877</b>	<b>5%</b>	<b>35,000</b>
<b>Economic Development</b>			
Julia Creek Livestock Facility	-	0%	-
Economic Development	-	0%	-
	<b>-</b>	<b>0%</b>	<b>-</b>
<b>TOTAL</b>	<b>2,330,161</b>	<b>28%</b>	<b>8,411,787</b>



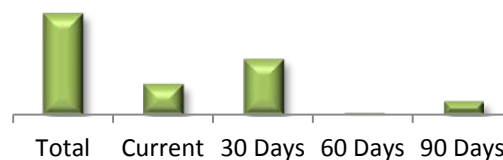
## Outstanding Rates

	Sep-18	Last Month
<b>Current</b>	124,290	1,033,029
<b>1 Year</b>	74,684	75,027
<b>2 Years</b>	53,087	53,087
<b>3 Years</b>	26,393	26,393
<b>4 Years</b>	19,939	19,939
<b>5 Years</b>	3,400	3,400
<b>5+ Years</b>	1,846	1,846
<b>Interest</b>	49,576	46,430
<b>Total</b>	<b>353,215</b>	<b>1,259,151</b>



## Outstanding Debtors

<b>Total</b>	<b>96,884.27</b>
<b>Current</b>	29,391.60
<b>30 Days</b>	53,192.49
<b>60 Days</b>	1,509.75
<b>90 Days</b>	12,790.43



### Consultation:

- Chief Executive Officer
- Director of Corporate and Community Services

### Legal Implications:

### Policy Implications:

### Financial and Resource Implications:

InfoXpert Document ID: 94797



## **9.0 CHIEF EXECUTIVE OFFICER**

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Ordinary Council Meeting 16<sup>th</sup> October, 2018

**Subject:** Rural Economic Development Grants Scheme – New Dip Julia Creek Sale Yards  
**Attachments:** 2  
**Author:** Chief Executive Officer  
**Date:** 8<sup>th</sup> October 2018

---

### **Executive Summary:**

In the course of discussing options for upgrading or funding a new cattle dip, the Qld Rural Economic Development Grants Scheme came to our attention.

The objective of the Scheme is to strengthen primary production sectors and bolster rural communities. The scheme will achieve its objective by assisting eligible applicants to carry out projects which will create employment relating to primary production value chains in rural areas. The guidelines contain information on the program including eligibility requirements, how to apply and obligations as an applicant. Please read these guidelines prior to applying.

Expressions of Interest for Round One open on 24 August 2018 and close at **11:59pm on 26<sup>th</sup> October 2018.**

### **Recommendation:**

The Chief Executive Officer lodge an Expression of Interest under the Qld Rural Economic Development Grants Scheme for a grant of \$250,000 towards funding a new cattle dip at Council's saleyards Julia Creek and staff be authorised to prepare preliminary designs and plans and cost estimates for the purposes of the EOI and for industry consultation.

### **Background:**

The existing dip which is owned and managed by Qld Department of Agriculture & Fisheries is in need of upgrading or replacement.

The operations of using the dip whilst cattle are being loaded on to trains are made difficult by the current configuration. The whole operation would benefit substantially by the construction of a new dip in a different location adjacent to the cattle sale yards.

### **Available funding:**

- The maximum grant amount is \$250,000 with at least a 50 per cent cash contribution required from applicants.
- Only one grant is available per round and applications may not be submitted to fund similar purposes for the same project in future rounds.
- At the commencement of Round One, an amount of up to \$3,000,000 has been made available to fund grants.
- Grants are subject to the availability of funding and applying for a grant is no guarantee funding will be provided.

### **Applicant Criteria:**

As a local government under the *Local Government Act 2009*, Council is eligible to apply.

To be eligible applicants must also:

- Be able to provide an equal cash contribution to the grant requested
- Have adequate experience or qualifications and have reasonable prospects of successfully carrying out the project
- Demonstrate sound prospects for long term commercial viability
- Have not received other government funding (local, state or federal) for the project activities
- Have not previously received a QRED grant for a substantially similar project

**Project Eligibility Criteria:**

To be eligible for funding projects must:

- Generate jobs
- Provide value for money
- Provide significant economic benefit to a rural area
- Be related to primary production value chains.

**Design and Location of a New Facility:**

Preliminary sketch design of the layout for the operation of the dip has commenced but will need to be formalized, with appropriate level of industry consultation.

Likewise design and planning of new dip together with cost estimates sufficient for the lodgment of an EOI will need to be undertaken..

**Consultation:**

Mayor and Councillors  
Shire Ranger  
Relevant State Government Department representatives

**Legal Implications**

Within Council's powers under the *Local Government Act 2009*

**Policy Implications**

Development of Appropriate Policy and Protocols would be necessary prior to operation

**Financial and Resource Implications:**

Budget provision will need to be identified at the mid or 9 month budget review in the event that the EOI is successful

**InfoXpert Document ID:**





**9.2 Subject:** Code of Conduct for Councillors

**Attachments:** 2

**Author:** Chief Executive Officer

**Date:** 10 October 2018

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**Executive Summary:**

The Local Government Electoral (Implementing Stage 1 of Belcarra) and Other Legislation Amendment Act 2018 was given assent on 21<sup>st</sup> May 2018. On the same date, the Local Government (Councillors Complaints) and Other Legislation Amendment Act 2018 was given assent to legislate for a revised Councillors Complaints system and a mandatory Code of Conduct for Councillors. The new Councillors Complaints system and Code of Conduct are anticipated to commence in December 2018

**Recommendation:**

That Council note the new Councillors Code of Conduct provided by the Department of Local Government, Racing and Multicultural Affairs as attached to the report by the Chief Executive Officer dated 10<sup>th</sup> October 2018 which will have force and effect from December 2018 and note the training day scheduled for 27<sup>th</sup> November 2018

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**Background:**

Under Section 150D of the *Local Government Act 2009* the Minister for Local Government must make a Code of Conduct stating the standards of behavior for Councillors in the performance of their responsibilities as Councillors. The letter from the Department dated 3 October introducing the Code of Conduct is attached to this report as is a copy of the Code for Council information and future observance.

**Training:**

To assist Councillors to understand and comply with the new Code and Councillor Complaints System, the Department is offering training.

The face-to-face training program commenced on 3 September 2018 and tentatively training is scheduled for Tuesday 27<sup>th</sup> November 2018. Staff are conferring with the Department to ensure that the training day addresses the Belcarra legislation – Conflict of Interest, Councillor Complaints system and Code of Conduct for Councillors.

**Consultation:**

Councillors ongoing  
Department Officer.

**Policy Implications:**

Replacement of Current Code of Conduct



Ordinary Meeting of Council Tuesday 16<sup>th</sup> October 2018

**Financial and Resource Implications:**

NIL

**InfoXpert Document ID:** 94833





# Code of Conduct for Councillors in Queensland

**September 2018**





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Any references to legislation are not an interpretation of the law. They are to be used as a guide only. The information in this publication is general and does not take into account individual circumstances or situations. Where appropriate, independent legal advice should be sought.

An electronic copy of this report is available on the Department of Local Government, Racing and Multicultural Affairs' website at [www.dlgrma.qld.gov.au](http://www.dlgrma.qld.gov.au).



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## Purpose of the Code of Conduct

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

## Background

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

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



## The Local Government Principles and Values

The Act is founded on five Local Government principles with which Councillors must comply while performing their roles as elected representatives. These principles are listed below:

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

This Code of Conduct provides a set of values that describe the types of conduct Councillors should demonstrate under each principle. These values are listed below:

1. In making decisions in the public interest, Councillors will:
  - make decisions in open council meetings
  - properly inform relevant personnel of all relevant information
  - make decisions in accordance with law and policy
  - commit to exercising proper diligence, care and attention.
2. To ensure the effective and economical delivery of services, Councillors will:
  - manage Council resources effectively, efficiently and economically
  - foster a culture of excellence in service delivery.
3. In representing and meaningfully engaging with the community, Councillors will:
  - show respect to all persons
  - clearly and accurately explain Council's decisions
  - accept and value differences of opinion.
4. In exercising good governance, Councillors are committed to:
  - the development of open and transparent processes and procedures
  - keeping clear, concise and accessible records of decisions.
5. To meet the community's expectations for high level leadership, Councillors will:
  - be committed to the highest ethical standards
  - uphold the system of Local Government and relevant laws applicable.

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

Each standard of behaviour is not intended to cover every possible scenario. However, they provide general guidance about the manner in which Councillors are expected to conduct themselves.

It is important to note that the principles, values and standards set out in the Code of Conduct are of equal importance.



## Standards of behaviour

This Code of Conduct sets out the standards of behaviour applying to all Councillors (excluding Councillors who are governed under the *City of Brisbane Act 2010*) in Queensland. The behavioural standards relate to, and are consistent with, the Local Government principles and their associated values.

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

1. **RESPONSIBILITIES**
2. **RESPECT**
3. **REPUTATION**

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

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

For example, Councillors will, at a minimum:

- 1.1 Attend and participate meaningfully in all Council meetings, briefings, relevant workshops and training opportunities to assist Councillors in fulfilling their roles other than in exceptional circumstances and/or where prior leave is given
- 1.2 Respect and comply with all policies, procedures and resolutions of Council
- 1.3 Use only official Council electronic communication accounts (e.g. email accounts) when conducting Council business
- 1.4 Report any suspected wrongdoing to the appropriate entity in a timely manner
- 1.5 Ensure that their behaviour or capacity to perform their responsibilities as a Councillor is not impaired by the use of substances that may put them or others at risk while performing their duties (for example, alcohol, illegal drugs or prescribed/non-prescribed and/or restricted substances)
- 1.6 Cooperate with any investigation being undertaken by the Local Government or other entity.

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

For example, Councillors will, at a minimum:

- 2.1 Show respect for fellow Councillors, Council employees and members of the public
- 2.2 Not bully, harass, intimidate or act in a way that the public would reasonably perceive a Councillor's behavior to be derogatory towards other Councillors, Council employees and members of the public
- 2.3 Be respectful of other people's rights, views and opinions.



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

For example, Councillors will, at a minimum:

- 3.1 When expressing an opinion dissenting with the majority decision of Council, respect the democratic process by acknowledging that the Council decision represents the majority view of the Council
- 3.2 When making public comment, clearly state whether they are speaking on behalf of Council or expressing their personal views
- 3.3 Avoid making unnecessary or irrelevant comments or accusations about Councillors or Council employees in order to undermine them or their position
- 3.4 Ensure behaviour and presentation is appropriate to maintain the dignity of the office of the Councillor.

## Consequences of failing to comply with the Code of Conduct

Failure to comply with the standards of behaviour in this Code of Conduct, or other conduct prescribed in this Code of Conduct may give rise to a complaint against a Councillor's conduct and subsequent disciplinary action under the Act.

A complaint about the conduct of a Councillor must be submitted to the Independent Assessor who will assess the complaint and determine the category of the allegation. In order of most to least serious, the categories of complaint are **corrupt conduct**, **misconduct**, **inappropriate conduct** and then **unsuitable meeting conduct**.

### Unsuitable meeting conduct

Under section 150H of the Act, any conduct by a Councillor that is contrary to the standards of behavior in the Code of Conduct that occurs within a meeting of Council (including standing committee meetings), is dealt with as **unsuitable meeting conduct**.

Unsuitable meeting conduct by a Councillor is dealt by the Chairperson of the meeting. It is important that the Chairperson deal with matters of unsuitable meeting conduct locally, and as efficiently and effectively as possible so that Council can continue with their business of making effective decisions in the public interest.

*Note: Chairpersons of meetings are carrying out a statutory responsibility under the Act to manage and lead the meeting. As such, where a Chairperson behaves inappropriately in a meeting this involves a serious breach of the trust placed in them as the Chairperson of the meeting and may be dealt with as misconduct (see below).*



## Inappropriate conduct

Under section 150K of the Act, any conduct by a Councillor that is contrary to the standards of behavior in the Code of Conduct or a policy, procedure or resolution of a Council, and is not unsuitable meeting conduct, misconduct or corrupt conduct (i.e. occurs outside of a meeting of Council) is dealt with as ***inappropriate conduct***.

The conduct of a Councillor is also inappropriate conduct if the conduct contravenes an order by the Chairperson of a meeting of Council for the Councillor to leave the meeting, or is conduct at Council meetings that leads to orders for the Councillor's unsuitable meeting conduct being made on three occasions within a period of one year.

The Independent Assessor is responsible for assessing allegations of suspected inappropriate conduct. If the Independent Assessor chooses to refer the matter to the Council to deal with, the Council must deal with the matter as quickly and effectively as possible.

## Misconduct

Councillors are required to comply with all laws that apply to Local Governments. This includes refraining from engaging in ***misconduct***.

The Independent Assessor is responsible for assessing and investigating instances of suspected misconduct. The Independent Assessor may then refer the matter to the Councillor Conduct Tribunal to be heard and determined.

The conduct of a Councillor is misconduct if the conduct:

- adversely affects, directly or indirectly, the honest and impartial performance of the Councillor's functions or exercise of powers, or
- is, or involves:
  - a breach of trust placed in the Councillor
  - misuse of information or material acquired by the Councillor, whether the misuse is for the benefit of the Councillor or for the benefit or to the detriment of another person
  - a Councillor giving a direction to any Council employee (other than the Mayor giving direction to the Chief Executive Officer and senior executive employees)
  - a release of confidential information outside of the Council
  - failure by a Councillor to report a suspected material personal interest, conflict of interest or perceived conflict of interest of another Councillor, or
- is a failure by the Councillor to comply with:
  - an order made by the Council or Tribunal
  - any acceptable request guidelines of the Council made under section 170A of the Act
  - the reimbursement of expenses policy of the Council.

The conduct of a Councillor is also misconduct if the conduct leads to the Councillor being disciplined for inappropriate conduct on three occasions within a period of one year, or is conduct that is identified in an order of Council that will be dealt with as misconduct if the Councillor engages in the conduct again.





## Corrupt conduct

**Corrupt conduct** is defined by, and dealt with, under the *Crime and Corruption Act 2001* and must be referred to the Crime and Corruption Commission. For a Councillor, corrupt conduct involves behaviour that:

- adversely affects or could adversely affect the performance of the Councillors responsibilities, and
- involves the performance of the Councillors responsibilities in a way that:
  - is not honest or impartial, or
  - involves a breach of the trust placed in the Councillor, or
  - involves the misuse of information acquired by the Councillor, and
- is engaged in for the purpose of providing a benefit or a detriment to a person, and
- if proven would be a criminal offence.

## More information

The Department's website provides further information and resources for Councillors.

The Department also provides and facilitates training for Councillors and Council employees to assist them to develop the knowledge, skills and understanding necessary to undertake their roles and responsibilities effectively and in the best interests of their communities.

For more information, please contact your regional office within Local Government and Regional Services in the Department on:

**Telephone:** 13 QGOV (13 74 68)

**Post:** PO Box 15009, City East, Queensland 4002

**Website:** [www.dlgrma.qld.gov.au](http://www.dlgrma.qld.gov.au)

**Department of Local Government, Racing and Multicultural Affairs**  
Level 12, 1 William Street, Brisbane, Queensland 4000  
tel 13 QGOV (13 74 68)

[www.dlgrma.qld.gov.au](http://www.dlgrma.qld.gov.au)



Department of Local Government,  
Racing and Multicultural Affairs

Our ref: DGBN18/1066

3 October 2018

Mr John Kelly  
Acting Chief Executive Officer  
McKinlay Shire Council  
PO Box 177  
JULIA CREEK QLD 4823

Dear Mr Kelly

As you are aware, the *Local Government Electoral (Implementing Stage 1 of Belcarra) and Other Legislation Amendment Act 2018* was given assent on 21 May 2018 to deliver on the Government's commitment to provide for improved integrity and accountability in Local Government. On the same day, the *Local Government (Councillor Complaints) and Other Legislation Amendment Act 2018* was also given assent to deliver on the Government's commitment to deal with Councillor complaints more effectively and to legislate for a mandatory Code of Conduct for Councillors. The new Councillor Complaints system and Code of Conduct are anticipated to commence in December 2018.

To assist Councillors to comply with the new Code of Conduct and Councillor Complaints system, the Department of Local Government, Racing and Multicultural Affairs is offering Councillor training on the Code of Conduct and the above legislative amendments. The Code of Conduct training will be an interactive, online program available through the Department's Local Government Learning Centre portal, for which you and your Councillors will receive personal login details in the coming weeks. The legislation training is a one-day, scenario-based training program delivered at Council locations.

The face-to-face training programs commenced on 3 September 2018, and Departmental officers have been contacting your Council to provide details of the Code of Conduct training and schedule these legislation workshops. Councillors will be required to comply with the Code of Conduct and new Councillor Complaints legislative requirements from December 2018.

1 William Street Brisbane  
PO Box 15009 City East  
Queensland 4002 Australia  
**Telephone +617 3452 7009**  
ABN 251 66 523 889

If your Council has not already availed itself of this opportunity or scheduled a workshop, I am seeking your support in encouraging Councillors to participate in the training.

I have asked for Mr Mark Neylan, Manager, Capacity Building, Local Government and Regional Services in the Department to assist you with any further queries. You may wish to contact Mr Neylan on 3452 6744 or 3452 6746 or by email at [mark.neylan@dlgrma.qld.gov.au](mailto:mark.neylan@dlgrma.qld.gov.au).

Yours sincerely

A handwritten signature in black ink, appearing to read 'W Agnew', written in a cursive style.

Warwick Agnew  
**Director-General**



**9.3 Subject:** Provision of Aviation Fuel at Julia Creek Airport – Discussion Paper

**Attachments:** Nil

**Author:** Chief Executive Officer

**Date:** 10<sup>th</sup> October 2018

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**Executive Summary:**

Council has requested staff to make inquiries into the feasibility of providing Av Gas and Jet A1 aviation fuel at the Julia Creek Aerodrome for access by the public.

Preliminary inquiries have been made of two Councils which have made recent installations and this report provides detail of feedback.

If Council seeks to explore this matter further a feasibility study including a detailed business case should be developed.

**Recommendation:**

*That Council note the discussion paper by the Chief Executive Officer providing feedback from preliminary inquiries into the feasibility of installing aviation fuel at the Julia Creek Aerodrome and Council consider whether a detailed investigation and feasibility study is required.*

---

**Background:**

Aviation fuel is not currently available from the Julia Creek Aerodrome. Operators requiring aviation fuel must acquire it from other sources e.g. Cloncurry, Richmond, direct delivery from supplies such as IOR, etc.

**Points to Consider:**

There are a number of matters that require consideration in terms of:

- demand for use of a new refuelling facility by fixed wing and helicopters;
- type of fuel to store and dispensed;
- will de-fuelling be permitted;
- fuel contamination;
- sample checking of fuel and shelf life;
- record keeping for investigations;
- safety and risk evaluations; mitigations and reporting;
- use of portable electronic devices;
- adaptations to future developments in aviation and fuel patterns of current aircraft design and future developments;
- bonding – relates to build up of static electricity between the aircraft and the fuelling device, which needs to be equalised prior to refuelling;
- training and/or recruitment of adequately trained staff;



Ordinary Meeting of Council Tuesday 16<sup>th</sup> October 2018

- preferred site at the aerodrome and associated aircraft movement;
- payment and accounting arrangements.

Implementation would require lead-time in terms of consulting all authorities and stakeholders to ensure we have the knowledge, systems, correct specifications and operational staff to make the proposed facility viable and cost-effective.

**Legislation:**

The Australian Government’s Civil Aviation – Section 20.9 governs air service operations, precautions in refuelling, engine and ground radar operations, including:-

- Application
- Fuel and oils
- Fueling of aircraft
- Starting and ground operations of engines
- Ground operation of aircraft radar equipment

An understanding of this legislations and regulations is necessary for Council to ensure safe and appropriate functioning of the proposed refuelling site at the Julia Creek Aerodrome.

**North West Councils:**

If Council wishes to further develop this proposition it would be advantageous to undertake a survey of neighbouring Councils in the north-west to ascertain details of their operations including viability, demand, existing and potential customers.

A survey of potential consumers or users of the facility would be advisable and from this research a business case would be developed.

**Costs:**

Quilpie Shire council who installed a facility in 2017 and who provided some of the above information, made available their installation costs as follows:

Design and compliance assessment cost	\$8,000
Supply of refuelling facilities 2 x 20,000 litres (Avgas & Jet-A1)	\$300,000
Civil works (bundled loading bay, oil separator, electrical and gate modification)	\$60,000
Miscellaneous items & Contingencies	\$32,000
<b>TOTAL</b>	<b>\$400,000</b>



Ordinary Meeting of Council Tuesday 16<sup>th</sup> October 2018

**Consultation:**

Discussed at October Council Briefing  
Other Local Governments

**Policy Implications:**

If the proposal proceeds, a policy and operational procedure would be required

**Financial and Resource Implications:**

Currently nil Budget Provision

Funding options including grant sources would form part of a business case

**InfoXpert Document ID:** 94840





## **10. WORKPLACE HEALTH AND SAFETY**

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## 11. MEMBERS BUSINESS

## 12. CLOSE