

# Ordinary Meeting Agenda

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

Tuesday 17<sup>th</sup> September 2019, 9:00am

Notice is hereby given that an Ordinary Meeting will be held at the Council Chambers,  
Civic Centre, Julia Creek on 17<sup>th</sup> September 2019 at 9:00am.

## ORDER OF BUSINESS

1. Opening	3
2. Attendance	3
3. Declaration of Conflict of Interest	3
4. Confirmation of Minutes	3
4.2 Business Arising out of minutes of previous Meeting	19
<b><u>5. ENGINEERING REPORT</u></b>	
5.1 Engineering Services Monthly Report	21
5.2 Reallocation Capital Works Funding	29
<b><u>6. ENVIRONMENTAL &amp; REGULATORY SERVICES REPORT</u></b>	
6.1 Environmental & Regulatory Services Monthly Report	36
<b><u>7. COMMUNITY SERVICES REPORT</u></b>	
7.1 Community Services Monthly Report	47
7.2 JC Swimming Club Sponsorship Request	61
<b><u>8. CORPORATE SERVICES REPORT</u></b>	
8.1 Corporate Services Monthly Report	81
<b><u>9. CHIEF EXECUTIVE OFFICERS REPORT</u></b>	
9.1 Relocation Assistance Policy	86
9.2 Tender Consideration Plan – Plant Hire	91
<b><u>10. WORKPLACE HEALTH AND SAFETY</u></b>	
10.1 Workplace Health and Safety Monthly Report	99
<b><u>11. MEMBERS BUSINESS</u></b>	104
<b><u>12. CLOSE</u></b>	104

## 1. OPENING BUSINESS

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

## 2. ATTENDANCE

Mayor: Cr. B Murphy

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

### Staff:

Chief Executive Officer, Mr. Des Niesler

Director Engineering, Environment and Regulatory Services, Mr. David McKinley

Executive Assistant, Ms. Maggie Rudolph

Other people in attendance:

### Apologies:

Director of Corporate and Community Services, Ms. Tenneil Cody

## 3. DECLARATION OF CONFLICT OF INTEREST

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

1. I declare that I have a Material Personal Interest in the matter of item 9.2 as defined by section 175B of the Local Government Act 2009 as follows:

- a) My spouse Kevin Wayne Murphy is the sole director of KW Murphy Holdings Pty Ltd 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 KW Murphy Holdings Pty Ltd having Plant Hire
- c) My relationship with Kevin Wayne Murphy is he is my husband

I will be dealing with the Material Personal Interest by leaving the meeting while the matter is discussed and voted on.

## 4. CONFIRMATION OF MINUTES

That the Minutes of the August Ordinary Meeting on 27<sup>th</sup> August 2019 be confirmed.



# MCKINLAY SHIRE COUNCIL

## ***UNCONFIRMED MINUTES***

OF THE

### **ORDINARY MEETING OF COUNCIL**

HELD AT THE

BOARDROOM, CIVIC CENTRE  
JULIA CREEK

27<sup>th</sup> August 2019

## **ORDER OF BUSINESS**

1. Opening
2. Attendance
3. Declaration of Conflict of Interest
4. Confirmation of Minutes
- 4.2 Business Arising out of minutes of previous Meeting

### **5. ENGINEERING SERVICES**

- 5.1 Engineering Works Monthly Report
- 5.2 LATE – Kynuna Water Supply Proposed Head Works

### **6. ENVIRONMENTAL & REGULATORY SERVICES REPORT**

- 6.1 Environmental & Regulatory Services Monthly Report
- 6.2 BYO Request – Corrina's Café and Bakery
- 6.3 LATE – CONFIDENTIAL Tender T1819006 Lot 27, 36 Mathews Street Julia Creek
- 6.4 LATE – CONFIDENTIAL Tender T1819007 Lot 28, 36 Mathews Street Julia Creek
- 6.5 LATE – CONFIDENTIAL Tender T1819008 Lot 29, 36 Mathews Street Julia Creek
- 6.6 LATE – CONFIDENTIAL Tender T1819009 Lot 30, 36 Mathews Street Julia Creek

### **7. COMMUNITY SERVICES REPORT**

- 7.1 Community Services Monthly Report
- 7.2 Community Children's Services Hub
- 7.3 Hospital Auxiliary Donation Request
- 7.4 Plan C Community Plan 2019-2026

### **8. CORPORATE SERVICES REPORT**

- 8.1 Corporate Services Monthly Report

### **9. CHIEF EXECUTIVE OFFICERS REPORT**

- 9.1 DRFA 2019 Event Taldora Road Submission
- 9.2 Application for Use of Community Bus
- 9.3 Letter of Advice on Shire Lots
- 9.4 Tender for Land Sale
- 9.5 Tender Consideration Plan
- 9.6 Purchase of Dirt 'n' Dust Venue Land Block
- 9.7 LATE – Tender T1819005 – Julia Creek Artesian Bath Houses & Landscaping Project
- 9.8 LATE – Daren Ginns Centre Upgrade Tender Approval

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

- 10.1 Workplace Health and Safety Monthly Report

### **11. MEMBERS BUSINESS**

### **12. CLOSE**

**1. OPENING BUSINESS** ▲

All Councillors having signed the Attendance Book, Mayor Belinda Murphy declared the meeting open at 9:05am.

**2. ATTENDANCE** ▲

**Mayor:** Cr. B Murphy

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

**Staff:**

Chief Executive Officer, Mr. Des Niesler

Director of Corporate and Community Services, Ms. Tenneil Cody

Director of Engineering, Environmental & Regulatory Services, Mr. David McKinley

**Other people in attendance:**

Nil

**Apologies:**

Nil

**3. DECLARATION OF CONFLICT OF INTEREST** ▲**Cr. B. Murphy**

1. I declare that I have a Material Personal Interest in the matters of items 9.1 and 9.5 as defined by section 175B of the *Local Government Act 2009* as follows:

- a) My spouse Kevin Wayne Murphy is the sole director of KW Murphy Holdings Pty Ltd 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 KW Murphy Holdings Pty Ltd having Plant Hire
- c) My relationship with Kevin Wayne Murphy is he is my husband

I will be dealing with the Material Personal Interest by leaving the meeting while the matters are discussed and voted on.

**4. CONFIRMATION OF MINUTES** ▲

Confirmation of Minutes of the Ordinary Meeting of Council held on 16<sup>th</sup> July 2019.

**RECOMMENDATION**

That the Minutes of the Ordinary Meeting of Council held on 16<sup>th</sup> July 2019 be confirmed.

**Resolution No. 045/1920**

The Minutes of the Ordinary Meeting of Council held on 16<sup>th</sup> July 2019 are confirmed with the amendment to record the leave of absence of Cr Belinda Murphy.

Moved Cr. N. Walker

Seconded Cr. J. Fegan

CARRIED 5/0

Confirmation of Minutes of the Special Meeting of Council held on 9<sup>th</sup> August 2019.

**RECOMMENDATION**

That the Minutes of the Special Meeting of Council held on 9<sup>th</sup> August 2019 be confirmed.

**Resolution No. 046/1920**

The Minutes of the Special Meeting of Council held on 9<sup>th</sup> August 2019 are confirmed with amendment to record Cr B Murphy opening the meeting.

Moved Cr. P. Curr

Seconded Cr. S. Royes

CARRIED 5/0

**4.2 BUSINESS ARISING FROM PREVIOUS MINUTES** ▲

Nil

**5. ENGINEERING SERVICES** ▲**5.1 Engineering Works Report**

Council is presented with the Engineering Works Report, which outlines the general activities, revenue and expenditure for the department for the period of July 2019.

**RECOMMENDATION**

That Council receives the July 2019 Engineering Works Report.

**Resolution No. 047/1920**

Council receives the July 2019 Engineering Works Report.

Moved Cr. N Walker

Seconded Cr. J Fegan

CARRIED 5/0

**PROCEDURAL MOTION****Resolution No. 048/1920**

Council accepts the Late agenda item 5.2 Kynuna Water Supply proposed head works.

Moved Cr. S Royes

Seconded Cr. J Fegan

CARRIED 5/0

**5.2 LATE - Kynuna Water Supply Proposed Head Works**

Spurred on by a raft of end user complaints directed at the quality and delivery of potable Town Site Water and more recently from a Community Engagement meeting held in Kynuna, it was identified that the way forward was for Council to investigate the ongoing water quality/supply issues and formulate a solution through planned head works.

**RECOMMENDATION**

- a. That Council endorse phase 1 of the Head Works and allow the deployment of the Local Plumbing Contractor to undertake asset verification works as specified in the attachment and later any expenditure relating to this Head Works and
- b. On successful completion of Phase 1 Head works Kynuna, that Council endorse in principal the expenditure to cover Phase 2 Head Works as specified in the attachment, and
- c. Later the deployment of the local Plumbing Contractor to undertake Phase 2.

#### **Resolution No. 049/1920**

Council endorse the Chief Executive Officer or his delegate to engage with urgency an appropriate contractor to undertake asset evaluation of the Kynuna Water supply and reticulation system to ascertain the works required to be undertaken to ensure a safe and potable water supply is delivered to the boundary of the rateable properties within the township. A report detailing the findings is to be presented to Council at a future Ordinary Meeting of Council.

Moved Cr. P Curr

Seconded Cr. S Royes

CARRIED 5/0

## **6. ENVIRONMENTAL AND REGULATORY SERVICES** ▲

### **6.1 Environmental and Regulatory Services Report**

Council is presented with the monthly Environmental and Regulatory Services Report, which outlines the general activities, revenue and expenditure for the department for the period of July 2019.

#### **RECOMMENDATION**

That Council receives the July 2019 Environmental and Regulatory Services Report.

#### **Resolution No. 050/1920**

Council receives the July 2019 Environmental and Regulatory Services Report.

Moved Cr. N Walker

Seconded Cr. P Curr

CARRIED 5/0

### **6.2 BYO Request – Corrina's Café and Bakery**

Council has received correspondence from Corrina Sollitt of Corrina's Café and Bakery requesting Council's permission to have BYO at her premises at 33 Burke Street, Julia Creek.

She has been advised by the Office of Liquor and Gaming Regulation (OLGR) that they don't require approvals for this type of activity but state some local governments may need notification of BYO and may endorse this on your food licence.

#### **RECOMMENDATION**

That Council resolve to advise Corrina Sollitt that her request for BYO at her premises known as Corrina's Café and Bakery located at 33 Burke Street, Julia Creek has been approved.

#### **Resolution No. 051/1920**

Council resolves to advise Corrina Sollitt that her request for BYO at her premises known as Corrina's Café and Bakery located at 33 Burke Street, Julia Creek has been approved.

Moved Cr. S Royes

Seconded Cr. J Fegan



CARRIED 5/0

**PROCEDURAL MOTION****Resolution No. 052/1920**

Council resolves to accept late reports 6.3, Tender 1819006 Lot 27 36 Mathews Street, 6.4 Tender 1819007 Lot 28 36 Mathews Street, 6.5 Tender 1819008 Lot 29 36 Mathews Street, and 6.6 Tender 1819009 Lot 30 36 Mathews Street Julia Creek.

Moved Cr. N Walker

Seconded Cr. P Curr

CARRIED 5/0

**PROCEDURAL MOTION**

That the meeting be closed to the public in accordance with Section 275 (1) (e) of the *Local Government Regulation 2012*.

**Resolution No. 053/1920**

Council resolves to close the meeting to the public in accordance with Section 275 (1) (e) of the *Local Government Regulation 2012*.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

**6.3 CONFIDENTIAL Tender 1819006 Lot 27, 36 Mathews Street Julia Creek**

Council advertised a tender for the sale of vacant land identified as Lot 28 on CPJC5574 also known as 36 Mathews Street, Julia Creek in July 2019. Keir Steele Walden Lawyers were engaged to act on Council's behalf.

Two (2) tenders were received by the closing date however only one (1) tender was a conforming tender.

**RECOMMENDATION**

That Council resolve to award the tender to Fully Wired Pty Ltd for the tendered price of \$8,000.00 incl GST.

**PROCEDURAL MOTION****Resolution No. 054/1920**

Council resolves to re-open the Ordinary Meeting of Council to the public.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

**Resolution No. 055/1920**

Council resolves to defer items 6.3, 6.4, 6.5 and 6.6 to later in the agenda, to allow time for clarification of questions raised.

Moved Cr. N Walker

Seconded Cr. P Curr

CARRIED 5/0

**Cr B Murphy adjourned the meeting at 10.29am**

**Cr B Murphy recommenced meeting at 10.35am**

**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 July 2019.

**RECOMMENDATION**

That Council receives the Community Services monthly report for July 2019.

**Resolution No. 056/1920**

Council receives the Community Services monthly report for July 2019.

Moved Cr. P Curr

Seconded Cr. S Royes

CARRIED 5/0

**7.2 Julia Creek Community Children's Services Hub**

Council successfully secured funding to engage a consultant to investigate the possible development of a Community Children's Services Hub. The first stage of the project was to deliver a Business Plan.

The Business Plan has been completed and is presented to Council for review and comment.

**RECOMMENDATION**

That Council receive the Julia Creek Community Children's Services Hub report.

**Resolution No. 057/1920**

Council receives the Julia Creek Community Children's Services Hub report.

Moved Cr. N Walker

Seconded Cr. J Fegan

CARRIED 5/0

**7.3 Hospital Auxiliary Donation Request**

The Julia Creek Hospital Auxiliary Inc. has kindly asked for a donation from Council to support their ongoing work for the community hospital. As they are nearing completion, the Aux ladies are looking for additional funding to create and beautify the internal closed off area specially constructed for residents suffering from e.g. dementia.

In their letter, the ladies request either financial or in-kind contributions. After speaking to them a more concrete request was formulated. The ladies are looking for a one-off \$5,000 donation from Council.

**RECOMMENDATION**

That Council approve a donation of \$5,000 to the Julia Creek Hospital Auxiliary Inc.

**Resolution No. 058/1920**

Council approves a donation of \$5,000 to the Julia Creek Hospital Auxiliary Inc.

Moved Cr. S Royes

Seconded Cr. P Curr

CARRIED 5/0

**7.4 Plan C Community Plan 2019-2026**

Council is presented with the final version of the Plan C *McKinlay Shire Community Plan 2019-2026*.

The Plan is the result of over 150 individual and group feedback sessions regarding priorities, needs, desires and ways forward from the Shire community. The Plan's vision "A sustainable community" is comprised of four goals: Government & Administration; Environment & Country; Social & Community; Economy & Infrastructure. For each of these goals, Plan C developed multiple strategies to be delivered in the coming years.

### **RECOMMENDATION**

That Council:

- a) receives the final version of the McKinlay Shire Community Plan 2019-2026; and
- b) resolves to adopt the Plan.

### **Resolution No. 059/1920**

Council:

- a) receives the final version of the McKinlay Shire Community Plan 2019-2026; and
- b) resolves to adopt the Plan, with the following amendments
  1. Page 40 Section 6.3 - change "will" to "may" in third paragraph
  2. Addition of a community working group/association definition
  3. Strategy 10 - remove list of groups

Moved Cr. N Walker

Seconded Cr. J Fegan

CARRIED 5/0

## **8. CORPORATE SERVICES** ▲

### **8.1 Corporate Services Report**

The Corporate Services Report as of 31<sup>st</sup> July 2019, which summarizes the financial performance and position is presented to Council.

### **RECOMMENDATION**

That Council receives the monthly Corporate Services Report for the period ending 31<sup>st</sup> July 2019.

### **Resolution No. 060/1920**

Council receives the monthly Corporate Services Report for the period ending 31<sup>st</sup> July 2019.

Moved Cr. P Curr

Seconded Cr. J Fegan

CARRIED 5/0

**Attendance** – Cr. B Murphy having declared a material personal interest in the matter of agenda item 9.1 as defined by *Section 175B* of the *Local Government Act 2009*, left the meeting room at 11:53am taking no part in the meeting or discussion.

**Attendance** – Director of Corporate and Community Services, Ms Tenneil Cody left the meeting room at 11.58am.

## **9. CHIEF EXECUTIVE OFFICER** ▲

### **9.1 DRFA 2019 Event Taldora Road Submission**

Council is presented with a letter informing that AECOM is now planning to commence QRA approved works on the unsealed section of Taldora Road, in August 2019.

**RECOMMENDATION**

That Council receives the AECOM DRFA Program Services – 2019 Event (Submission 1 – Taldora Road – Unsealed Section) Letter.

**Resolution No. 061/1920**

That Council receives the AECOM DRFA Program Services – 2019 Event (Submission 1 – Taldora Road – Unsealed Section) Letter.

Moved Cr. P Curr

Seconded Cr. J Fegan

CARRIED 4/0

**Resolution No. 062/1920**

That Council resolves to defer item 9.5 for the next Ordinary Meeting of Council.

Moved Cr. P. Curr

Seconded Cr. S. Royes

CARRIED 4/0

**Attendance** – Cr. B Murphy and Director of Corporate and Community Services, Ms Tenneil Cody re-entered the meeting at 1:02pm.

**9.2 McKinlay Shire Community Bus Hire**

Council is presented with a submitted application for use of the Community Bus. The CEO seeks the direction of Council to proceed on the approval of the application.

**RECOMMENDATION**

That Council resolves to advise the CEO to:

- a) Approve the Application for Use of Community Bus; or
- b) Deny the Application for Use of the Community Bus.

**Resolution No. 063/1920**

Council deny the application for the hire of the bus.

Moved Cr. N Walker

Seconded Cr. P Curr

CARRIED 5/0

**9.3 Letter of Advice on Shire Lots**

Council is presented with a letter of advice from the Department of Natural Resources, Mines and Energy. This letter of advice details the layout of Lots, Roads, and Routes regarding key Shire locations and what steps should be taken to resolve the issues mentioned.

**RECOMMENDATION**

That Council receives the letter of advice from the Department of Natural Resources, Mines and Energy.

**Resolution No. 064/1920**

Council receives the letter of advice from the Department of Natural Resources, Mines and Energy.

Moved Cr. N Walker

Seconded Cr. P Curr

CARRIED 5/0

**9.4 Tender for Land Sale**

Council is presented with a preliminary draft of a Contract for Houses and Residential Land, an Annexure A Special Conditions document, and a Lease; all regarding tender for land sales.

Council is asked to review these documents and confirm whether updates are required.

**RECOMMENDATION**

That Council:

- a) Approves the preliminary draft of the Contract for Houses and Residential Land, the Annexure A Special Conditions, and the Lease documents with advises of;
  - i. Any updates required to the Contract for Houses and Residential Land; and
  - ii. Any updates required to the Special Conditions of Annexure A Special Conditions; and
  - iii. Instructions as to the key terms, including any concessions Council may consider granting to Lessee's/Buyers regarding the Lease.

OR

- b) Determines that there are no applicable exemptions and proceeds to go to tender.

**Resolution No. 065/1920**

That Council:

- a) Approves the preliminary draft of the Contract for Houses and Residential Land, the Annexure A Special Conditions, and the Lease documents with the following amendments:

Include the updates to Special Conditions of Annexure A -

Security deposit based on 50% of the purchase price and the lease rental to be \$100 per month per parcel of land.

Clause 12 - Commencement of Development Application to be within 12 months and Construction to commence within 12 months from DA approval

Moved Cr. J Fegan

Seconded Cr. N Walker

CARRIED 5/0

**Item Deferred as per earlier resolution 062/1920****9.5 Tender Consideration Plan – Plant Hire**

The proposed Tender Consideration Plan for the update and extension of the current Register of Pre-Qualified Suppliers – Plant Hire for a further 12 months until 31 December 2020 is presented to Council.

**RECOMMENDATION**

That Council resolves to:

1. prepare a tender consideration plan (Plan) pursuant to section 230 of the Local Government Regulation 2012 to:
  - a. update the current Register of Pre Qualified Suppliers – Plant Hire to include new local Suppliers who qualify for appointment; and
  - b. extend the Register of Pre Qualified Suppliers - Plant Hire for a further 12 months to expire on 31 December 2020; and
2. to adopt the Plan prepared and recommended in this Report; and
3. to delegate the authority to the Chief Executive Officer to appoint new suitably qualified local Suppliers to the Register and to notify the Suppliers on the current Register of Pre Qualified Suppliers – Plant Hire of Councils intention to extend the Register for a further 12 month period and, subject to the current financial delegation of the Chief Executive Officer, to negotiate, make, vary and discharge any contracts entered into with the Suppliers under this extended arrangement and to sign all relevant documentation as necessary or required.

**9.6 Acquisition of Dirt ‘n’ Dust Venue Lot 18-19 on CPJC55713**

Based on the attached letter provided by Dirt ‘n’ Dust, it has been proposed to instigate discussions with Dirt ‘n’ Dust representatives over the sale or acquisition of Lot 18-19 on CPJC55713.

**RECOMMENDATION**

That Council resolve to instigate discussions with Dirt ‘n’ Dust representatives over the sale or acquisition of Lot 18-19 on CPJC55713.

**Resolution No. 066/1920**

Council resolves to instigate discussions with Dirt ‘n’ Dust representatives over the sale or acquisition of Lot 18-19 on CPJC55713.

Moved Cr. P Curr

Seconded Cr. N Walker

CARRIED 5/0

**PROCEDURAL MOTION**

Council to re-consider Items 6.3, 6.4, 6.5 and 6.6 which was deferred earlier in the meeting.

**Resolution No. 067/1920**

Council resolves reconsider Items 6.3, 6.4, 6.5 and 6.6 regarding Tenders T1819006 through to T1819009

Moved Cr. S Royes

Seconded Cr. P Curr

CARRIED 5/0

**Resolution No. 068/1920**

Council resolves to close the meeting to the public in accordance with Section 275 (1) (e) of the *Local Government Regulation 2012*.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

**Resolution No. 069/1920**

Council resolves to re-open the Ordinary Meeting of Council to the public.

Moved Cr. N Walker

Seconded Cr. P Curr

CARRIED 5/0

**6.3 CONFIDENTIAL Tender 1819006 Lot 27, 36 Mathews Street Julia Creek**

Council advertised a tender for the sale of vacant land identified as Lot 27 on CPJC5574 also known as 36 Mathews Street, Julia Creek in July 2019. Keir Steele Walden Lawyers were engaged to act on Council's behalf.

Two (2) tenders were received by the closing date however only one (1) tender was a conforming tender.

**RECOMMENDATION**

That Council resolve to award the tender to Fully Wired Pty Ltd for the tendered price of \$12,000.00 incl GST.

**Resolution No. 070/1920**

Council resolves to award tender T1819006 Lot 27, 36 Mathews Street Julia Creek to Fully Wired Pty Ltd for the tendered price of \$12,000 inc GST.

Moved Cr. S Royes

Seconded Cr. N Walker

CARRIED 5/0

**6.4 CONFIDENTIAL Tender 1819007 Lot 28, 36 Mathews Street Julia Creek**

Council advertised a tender for the sale of vacant land identified as Lot 28 on CPJC5574 also known as 36 Mathews Street, Julia Creek in July 2019. Keir Steele Walden Lawyers were engaged to act on Council's behalf.

Two (2) tenders were received by the closing date however only one (1) tender was a conforming tender.

**RECOMMENDATION**

That Council resolve to award the tender to Fully Wired Pty Ltd for the tendered price of \$8,000.00 incl GST.

**Resolution No. 071/1920**

Council resolves to award tender T1819007 Lot 28, 36 Mathews Street Julia Creek to Fully Wired Pty Ltd for the tendered price of \$8,000 inc GST

Moved Cr. N Walker

Seconded Cr. J Fegan

CARRIED 5/0

**6.5 CONFIDENTIAL Tender 1819008 Lot 29, 36 Mathews Street Julia Creek**

Council advertised a tender for the sale of vacant land identified as Lot 29 on CPJC5574 also known as 36 Mathews Street, Julia Creek in July 2019. Keir Steele Walden Lawyers were engaged to act on Council's behalf.

Two (2) tenders were received by the closing date however only one (1) tender was a conforming tender.

**RECOMMENDATION**

That Council resolve to award the tender to Fully Wired Pty Ltd for the tendered price of \$1,500.00 incl GST.

**Resolution No. 072/1920**

Council resolves to award tender T1819008 Lot 29, 36 Mathews Street Julia Creek to Fully Wired Pty Ltd for the tendered price of \$1,500 inc GST

Moved Cr. S Royes

Seconded Cr. P Curr

CARRIED 5/0

**6.6 CONFIDENTIAL Tender 1819009 Lot 30, 36 Mathews Street Julia Creek**

Council advertised a tender for the sale of vacant land identified as Lot 30 on CPJC5574 also known as 36 Mathews Street, Julia Creek in July 2019. Keir Steele Walden Lawyers were engaged to act on Council's behalf.

Two (2) tenders were received by the closing date however only one (1) tender was a conforming tender.

**RECOMMENDATION**

That Council resolve to award the tender to Fully Wired Pty Ltd for the tendered price of \$1,500.00 incl GST.

**Resolution No. 073/1920**

Council resolves to award tender T1819009 Lot 30, 36 Mathews Street Julia Creek to Fully Wired Pty Ltd for the tendered price of \$1,500 inc GST

Moved Cr. J Fegan

Seconded Cr. N Walker

CARRIED 5/0

**PROCEDURAL MOTION**

**Resolution No. 074/1920**

Council resolves to accept late agenda item 9.7 Julia Creek Artesian Bath Houses Tender 1819005.

Moved Cr. J. Fegan

Seconded Cr. N. Walker

CARRIED 5/0

**9.7 LATE - Tender T1819005 – Julia Creek Artesian Bath Houses & Landscaping Project**

Council had released Tender 1819005 for the purpose of obtaining:

Two additional Artesian Bath Houses, the construction of approximately 4000 square metres of landscaped gardens and pathways conforming to concept design supplied by Council, a covered timber deck area and the supply and installation of all service connections to make the area functional.

Council had received three (3) tender returns by the closing date, and each of these returns has exceeded the projects estimated current funding levels by a significant amount.

**RECOMMENDATION**



That Council resolve to authorize the CEO or his appointed delegate to renegotiation with the responding Tenderers, in accordance with the "Principal's rights after Tenders received" contained within the Tender documents.

**Resolution No. 075/1920**

Council resolves to authorise the CEO or his appointed delegate to renegotiation with the responding Tenderers, in accordance with the "Principal's rights after Tenders received" contained within the Tender documents.

Moved Cr. S Royes

Seconded Cr. J Fegan

CARRIED 5/0

**PROCEDURAL MOTION**

**Resolution No. 076/1920**

Council resolves to accept late agenda item 9.8 Tender Daren Ginns Upgrade Tender Approval.

Moved Cr. P Curr

Seconded Cr. J Fegan

CARRIED 5/0

**9.8 LATE – Daren Ginns Centre Upgrade Tender Approval**

Through the assistance of Peak Services, Council released a notice calling for Tenders from suitably qualified contractors to design and construct a building extension at the Daren Ginns Centre. Peak Services has indicated that JKC Building Pty Ltd was the only application that was received.

**RECOMMENDATION**

That Council awards the Tender for Daren Ginns Centre Upgrade to JKC Building Pty Ltd for the amount of \$97,753.28 excluding GST.

**Resolution No. 077/1920**

Council resolves to award the Tender for Daren Ginns Centre Upgrade to JKC Building Pty Ltd for the amount of \$97,753.28 excluding GST.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

**10. WORKPLACE HEALTH AND SAFETY ▲**

**10.1 Workplace Health and Safety Monthly Report**

Council is presented with the monthly Workplace Health and Safety report, which provides an overview of the operations for the month of July 2019.

**11. MEMBERS BUSINESS ▲**

Cr N Walker – Attended the recent Hospital Opening

Further work to be done with respect to the Biosecurity Plan

Cr J Fegan – Mapping work with Queensland Police Comms has been of great assistance to local Police, need continue to work on this for the benefit of emergency services and the community.  
Dirt & Dust Meeting Friday

Cr S Royes Ring road at Sale Yards requires maintenance  
Caravan Park Bitumen works to reduce dust  
Policy development regarding Bush Dinners

Cr B Murphy Irrigated Agriculture Opportunities in the North West  
Julia Creek Dip Yards Funding and Meeting on 9<sup>th</sup> September  
North West Minerals Province Strategy  
Bush Councils Conference  
OQTA appointed a new CEO Denise Brown  
Overnight Government House on 19<sup>th</sup> September alternate Councillor to attend

## 12. CLOSURE OF MEETING ▲

The Chair of the meeting Mayor Belinda Murphy declared the meeting closed at 2.37pm.

## **4.2 BUSINESS ARISING OUT OF MINUTES FROM PREVIOUS MEETING**



## **5.0 ENGINEERING SERVICES**

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Ordinary Meeting of Council Tuesday 17<sup>th</sup> September 2019

**5.1 Subject:** Engineering Services Monthly Report August 2019  
**Attachments:** Nil  
**Author:** Director Engineering and Environmental & Regulatory Services  
**Date:** 2<sup>nd</sup> September 2019

**Executive Summary:**

This report outlines the general activities for the Engineering Department for August 2019.

**Recommendation:**

*That Council receives the Engineering Services monthly report for August 2019.*

**Background:**

This report outlines the general activities of the department for the month of August 2019 and also provides an update on the current activities of the department.

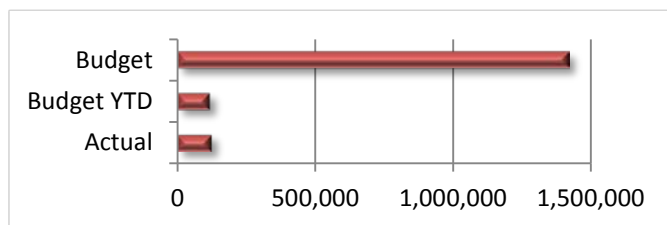
Engineering Operations

RMPC

Work preparation for TMR reseal have been done on kynuna rd and Beef rd. The cleaning of culverts and pipes have been undertaken on all TMR roads. Pot hole patching and installation of guide posts have also been done.

**Expenditure**

		Actual	Budget
<b>1610</b>	<b>RMPC Works</b>	\$124,881	\$1,420,878



Cannington Road

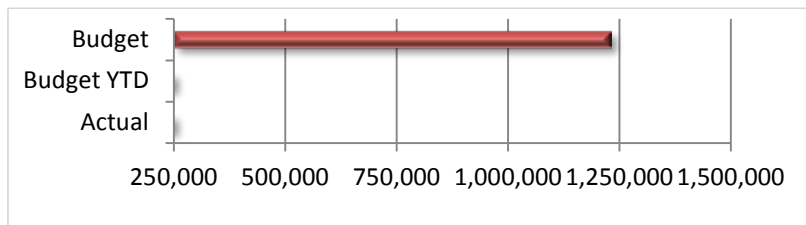
A scope of works is being put together for the stabilizing and resealing.



Maintenance

NDRRA works are still being completed, crews are on Ivellen rd, Old Normanton 2 rd, Nelia Bunda Rd and Dancer valley way. NDFA 2019 works has begun on Taldora rd. A crew has been helping complete some works at the Dog Park, Airport. Combo waterhole has had all the prep work completed now waiting for the carting of gravel to begin.

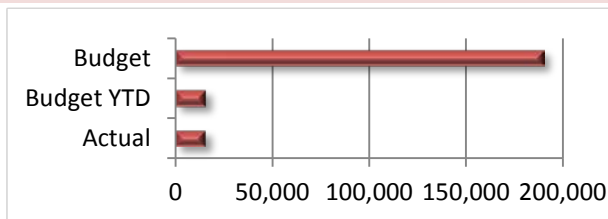
		Actual	Budget
<b>1100</b>	<b>Repairs &amp; Maintenance Shire Roads</b>	\$175,342	\$1,230,000



Water and Sewage

- Repair tap at CSA
- Repair toilet at Visitor information centre
- Repair urinal at Visitors information centre
- Repair men’s toilet at Depot
- On going works at Kynuna for Water upgrade
- Repair leak at Race Course
- Replace cistern at old Race course toilet block
- Repair toilet at Race course house

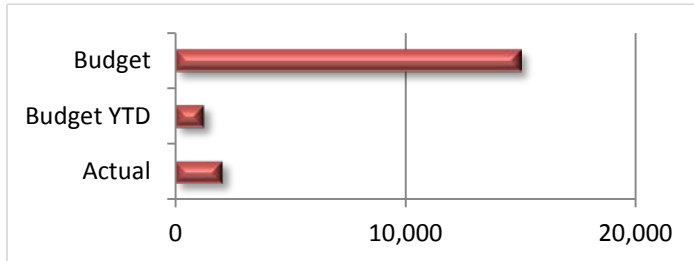
	Actual	Budget
<b>Operational Costs – Julia Creek Water</b>	\$15,729	\$190,000



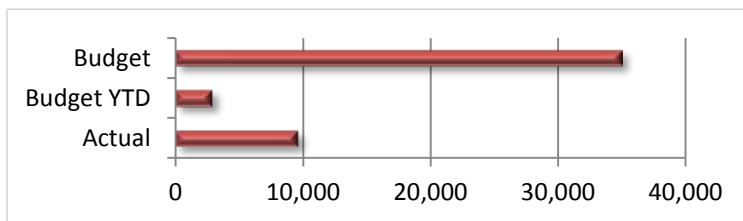


Ordinary Meeting of Council Tuesday 17<sup>th</sup> September 2019

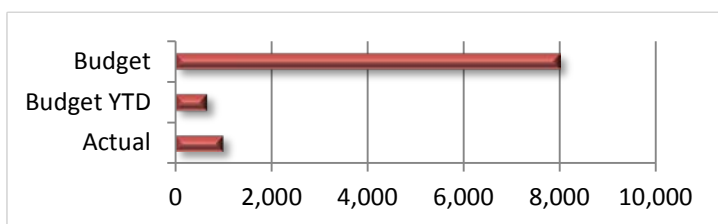
	Actual	Budget
<b>Operational Costs – McKinlay Water</b>	\$2,056	\$15,000



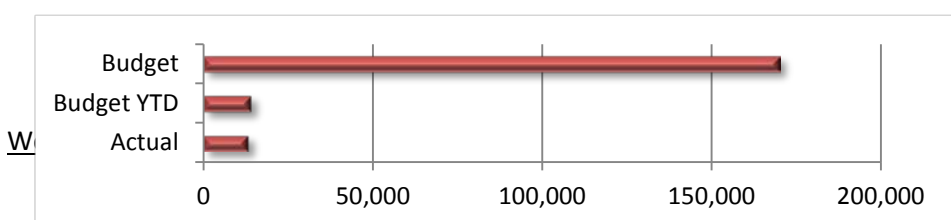
	Actual	Budget
<b>Operational Costs – Kynuna Water</b>	\$9,606	\$35,000



	Actual	Budget
<b>Operational costs – Nelia Water</b>	\$996	\$8,000



	Actual	Budget
<b>Operational Costs – Julia Creek Sewerage</b>	\$13,343	\$170,000



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Ordinary Meeting of Council Tuesday 17<sup>th</sup> September 2019

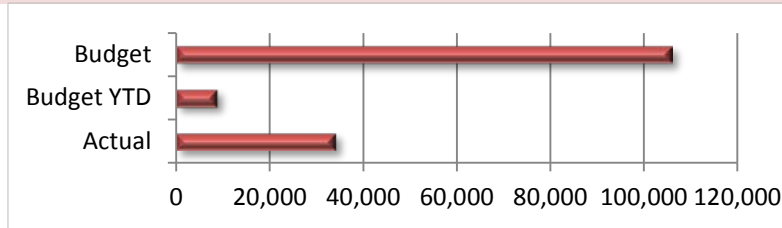
Two new work trucks have been delivered to the work shop 2019 Hino 500 Series 1124 Tray Truck, the maintenance crew as started using their truck while the other truck is being set up to suit RMPC

The three replacement utilities have been delivered ready to swap out with older units from the fleet, the Airport will receive one as well as Local Laws Officer and the 3<sup>rd</sup> will go to the McKinlay crew.

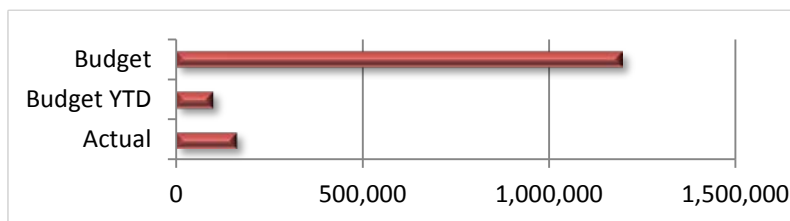
Request for Tender T1920004 of Miscellaneous items is out and closes on the 16<sup>th</sup> September.

- 2 x mowers 2 D 5000 zero turn plant numbers 300-301;
- VTA vac trailer plant number 28;
- Delvoho foot path sweeper;
- 6220 John Deere tractor plant number 363 and
- Staff Accommodation donga McKinlay.

	Actual	Budget
<b>1000 Depot Operational Costs</b>	\$34,164	\$106,000



	Actual	Budget
<b>1510 Repairs and Maintenance - Plant &amp; Vehicles</b>	\$162,574	\$1,195,000







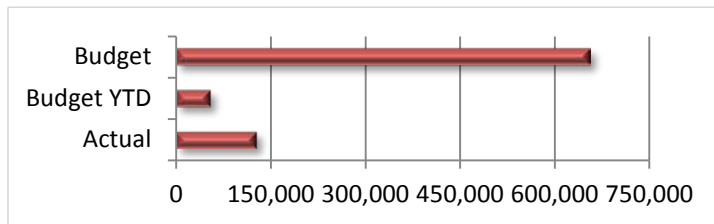
Parks and Garden

With limited staff Crews have been kept busy mowing/whipper snipper, fertilizing the oval as well as various streets in town and also mulching gardens in the main street.

The irrigation for the council houses in Netterfield Street has turned up and once the fencing is erected then the irrigation system will be put into place.

The street sweeper has been back in action and going around town and the new tractor has replaced our old one.

	Actual	Budget
<b>2700 Parks &amp; Gardens and Amenities – Operations</b>	\$127,155	\$655,000



Airport

Inside boundary fence line has been cleared with the Grader for inspections and maintenance.

Runway has been broomed and new gable markers have been placed at both ends of runway.



Ordinary Meeting of Council Tuesday 17<sup>th</sup> September 2019

### 2018 Shire Road Flood Damage

Three Contract crews and one Council crews were working fulltime on the Program.

One Contract crew has now commenced 2019 works on Taldora Road.

Additional Council crew supplementing when required.

Financial Position		
Original Approval	\$15,206,780.50	All Submissions approved
Revised Approval (Estimated)	\$10,590,497.81	Overlaps Removed
Expenditure to Date (Actual)	\$ 4,974,188.65	47%
Operational Position		
Overall	68% Completion	

Current and upcoming works include:

30.18	31.18	33.19	34.19
Wyaldra Road	Gilliat – McKinlay Road	Old Normanton 1	
Debella Road	Oorindi Road	Gilliat Plains	
Punchbowl Road	Beenfields Road	Ernestina	
Alisona Road	Eulolo Road	Old Normanton 2 (in process)	
Zonia Downs Road	Percol Road		
Nelia – Punchbowl Road	Ivellen Road		
Bezuma Road	Leilavale Road		
Trenton Woodstock	Toolebuc Road		
Malpas Trenton	Strathfield Road		
Bunda Maxwelton	McKinlay - Nulgara		
Nelia – Bunda (in process)	Arizona – Braeside (in process)		

#### 2018 Event Highlights

All Submissions approved

Finalisation Documents for Gidgerly Creek forwarded to QRA.

#### Current 2019 Event

Submission Number	Location	Status
1	Taldora Road	Approved – Works Commenced
2	North West - Unsealed	With QRA – IFA Complete
3	North East - Unsealed	With QRA – IFA Complete
4	South East - Unsealed	With QRA – IFA part Complete
5	South West - Unsealed	In Development
6	Sealed Roads	In Development



Ordinary Meeting of Council Tuesday 17<sup>th</sup> September 2019

- Emergent Works Claim to be finalised by end of September
- Works commenced on Taldora Road
- Remaining Submissions to be uploaded in the next couple of weeks
- Delivery Strategy Report for 2019 Works has been forwarded to the CEO
- Gilliat McKinlay Betterment Submitted

## **Projects**

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

The conversion of the Inhoff Tank to a pump station has been completed, the plant's commissioning and optimization process is currently underway.

### **Bath House Landscaping**

Council received three Tenders for the Julia Creek Bath House and Landscaping Project.

The Tender's received exceeded the allocated budget amount, the Tenders were requested to resubmit their bid with the supplied costing sheet completed and supply an alternative lower cost design for the project.

This request resulted in the loss of one of the Tenders and reduction of the overall Tender prices for the project. The bid's still exceeded the budget amount, the Tender's were again approached to provide a Tender price with a set budget amount for landscaping.

The Tender have until the 13th of September to respond.

### **Bush Kitchen**

The kitchen's foundation prices have been received and the container has been completed and is awaiting transport.

### **D&D Shed**

The internal fit out of the venue has started.

Appliances and benches have been transported to site, flooring and internal walls have been started, installation of services have been started.

### **Kynuna Water**

The upgrade of the water filtration system and the installation of a second town pump is underway. The proposed telemetry installation is awaiting the completion of the pipework and pump set which will allow for the supply of the data connection point to complete its installation.



Ordinary Meeting of Council Tuesday 17<sup>th</sup> September 2019

### **Kynuna Park**

Toilet block has arrived in Julia Creek. Currently awaiting for transport to Kynuna for installation of both the toilet block and shade shelter.

### **Julia Creek Dog Park**

The dog park is nearly complete. Works have included the installation of the weaving poles, doggy podium and a tyre tunnel. Order has been given to contactor for the installation of 2 x 2.5 meter slabs for table and chair settings and 6.5 x 6.5 meter slab + erection of shade shelter. This area will also have 2 sitting chairs and table sets.

**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:**

107301



Ordinary Meeting of Council Tuesday 17<sup>th</sup> September 2019

**5.2 Subject:** Reallocation of TIDS & R2R funding monies 2019/2020 Financial year  
**Attachments:** Capital Works Program 2019-2020 Version 1.1 *InfoXpert ID: 107312*  
**Author:** Director Engineering and Environmental & Regulatory Services  
**Date:** 17<sup>th</sup> September 2019

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**Executive Summary:**

Friday 9<sup>th</sup> August 2019 Elected Members through the budget meeting endorsed the 2019-2020 Budget and in doing so endorsed the Capital Works Program Version 1.1.

A component of Capital Works Program 2019-2020 1.1 is Infrastructure & Works and Roads and the subject of this report to Council are the following entries from within Capital Works Program 2019-2020 1.1 Infrastructure & Works and Roads:

- |   |                             |
|---|-----------------------------|
| 1. Gilliat McKinlay Road                          | \$300,000 - 50/50 TIDS R2R; |
| 2. Burke Street reseal                            | \$500,000 - 50/50 TIDS R2R; |
| 3. Byrimine Road                                  | \$200,000 - 50/50 TIDS R2R; |
| 4. Install kerb & channel – Burke Street          | \$100,000 and               |
| 5. Julia Creek Truck Bay stabilisation and reseal | \$100,000.                  |

The Engineering Depart has received more up to date feed back from suppliers of plant material and labour relating to capital works mentioned in the above 5 dot points.

Here are the capital items with more up to date costs:

- |   |   |
|---|---|
| 1. Gilliat McKinlay Road                          | \$300,000 - 50/50 TIDS R2R;                         |
| 2. Burke Street reseal                            | \$300,000 - 50/50 TIDS R2R;                         |
| 3. Byrimine Road                                  | \$200,000 - 50/50 TIDS R2R;                         |
| 4. Install kerb & channel – Burke Street          | cost is now absorbed in the Burke Street reseal and |
| 5. Julia Creek Truck Bay stabilisation and reseal | \$200,000 - 100 R2R.                                |

Now what is left is \$200,000 of unallocated funds 50/50 TIDS R2R (all figures are rounded up or down)

**Recommendation:**

*That Council endorse the reallocation of \$200,000 to Gilliat McKinlay sealing works program 2019/20 (combined with the earlier \$300,000 gives a total of about 4.5km of new seal)*

*Moving forward the table below is what the Capital Works Program 2019-2020 1.1 Infrastructure & Works and Roads will resemble should Elected Members endorse the recommendation*



Ordinary Meeting of Council Tuesday 17<sup>th</sup> September 2019

	<b>Cost</b>	<b>R2R</b>	<b>TIDS</b>
Gilliat McKinlay Road	\$500,000.00	\$250,000.00	\$250,000.00
Burke Street reseal	\$300,000.00	\$150,000.00	\$150,000.00
Byrimine Road	\$200,000.00	\$100,000.00	\$100,000.00
Julia Creek truck stop stabilisation and reseal	\$200,000.00	\$200,000.00	
<b>Total</b>	<b>\$1,200,000.00</b>	<b>\$700,000.00</b>	<b>\$500,000.00</b>

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**Background:**

Nil

**Consultation:**

Des Niesler, Chief Executive Officer;

Tenneil Cody, Director Corporate & Community Services and

Michael McConnell, Works Manager.

**Legal Implications:**

Nil

**Policy Implications:**

Nil

**Financial and Resource Implications:**

Nil

**Risk Management:**

Nil

**Options for Council to Consider:**

Nil

**InfoXpert Document ID:**

107302

**Capital Works Program 2019-2020 Version 1.1**

Infrastructure & Works	New, Renewal or Upgrade	PM	Job Cost	Actuals	Budget	Grants/Other	Reserves	Comments
<b>Roads</b>								
Gilliat/McKinlay Road		DERS	0460-1040-0002		300,000	300,000		50/50 TIDS R2R
Byrimine Road		DERS	0460-1040-0003		200,000	200,000		50/50 TIDS R2R
Burke Street - reseal		DERS	0460-1040-0009		500,000	500,000		50/50 TIDS R2R
Julia Creek Truck Bay stabilisation and reseal		DERS	0460-1040-0008		100,387	100,387		R2R \$60,387; Council \$40k running surface in need of attention two coat seal and address entrances. Can increase at mid year review to \$240,484 due to additional R2R funding.
Betterment Project - Causeways Taldora Road		DERS	0460-1040-0007		3,000,000	3,000,000		
Combo Waterhole Sealing Project		DERS	0460-1040-0006		2,500,000	2,500,000		75% of works to be acquitted in 2019/20 and remainder 25% to be acquitted in 2020/21
Install Kerb & Channel - Burke Street		DERS	0460-1100-0002		100,000			Burke Street kerb renovation - to be done in conjunction with Burke Street reseal works
Footpath Paving - Booth - QGAP and Old Coffee Shop to Museum		DERS	0430-1150-0000		50,000			Priority to start from old coffee shop
<b>TOTAL ROADS</b>				-	<b>6,750,387</b>	<b>6,600,387</b>	-	
<b>Wastewater</b>								
Julia Creek Sewerage Upgrade Project		DERS	0480-1900-0004		360,550			Order placed for \$896,149.09 paid to date \$535,602. Carryover
Sewerage Lagoon Flow Monitoring		DERS	0480-1900-0005		30,000			Carryover
Julia Creek Manhole lid Replacement		DERS	0480-1900-0006		31,000			Parts have been ordered \$21,143.05 committed already the remainder to be absorbed in establishment carryover
Julia Creek Sewerage scada system replacement		DERS	0480-1900-0003		50,000			Scada system for stp and network upgrade, the money spent to date has been on inline electrical components and delegation trip to Sydney to meet with xylem - carryover
<b>TOTAL WASTEWATER</b>					<b>471,550</b>	-	-	
<b>Water</b>								
Julia Creek Water - New Bore		DERS	0470-1800-0003	-	700,000	350,000		W4Q - New bore and decommission bore behind civic centre The project has been put forward to W4Q as \$350k David's suggestion is \$700k
Water Tower Renewal		DERS	0470-1800-0004		700,000	700,000		W4Q - Essential Maintenance works for the Water Tower including relining
Scarda System for Water		DERS	0470-1800-0001		26,000			Carryover
Water Main McIntyre Park		DERS	0470-1800-0005		170,000			New water main to McIntyre Park, larger supply. New water main to McIntyre Park, larger supply originally there was allocated \$45,000 to renew and improve irrigation, later though on reflection it was identified that the true nature of the upgrade should be supply. Upgrading to 100mm
Water Meter (backflow prevention) Installation Program		DERS	0470-1800-0002		25,000			Aiming to complete 50 connections carried over from 2018/19 budget
Kynuna Water Upgrades		DERS	0470-1820-0001	-	30,000			Upgrade to telemetry, pipes and filtration
Kynuna Water Tower Ladder Reinstatement		DERS	0470-1820-0002		5,000			Replace or reinstate water tower metal ladder to a standard that is fixed in a cage and is compliant with Nyssa Currins WHS requirements
<b>TOTAL WATER</b>				-	<b>1,656,000</b>	<b>1,050,000</b>	-	
<b>Transport</b>								
Julia Creek Airport - Shed		DERS	0430-1300-0006	-	20,000			
Replace PAL System at Julia Creek Airport		DERS	0430-1300-0005		20,000			
Julia Creek Airport - Fuel Pods		DERS	0430-1300-0007		20,000			

<b>TOTAL TRANSPORT</b>					<b>60,000</b>	-			
<b>Other</b>									
Plant & Vehicle Replacement		DERS	0440-4500-0001		1,606,500				need spreadsheet showing list of plant to be replaced. Includes carryover of \$696,500. This year \$1,085,000 less trade of \$175,000
Diagnostic Computer Reader for all vehicles		DERS	0440-4500-0001		30,000				
<b>TOTAL OTHER</b>					<b>-</b>	<b>1,636,500</b>	-	-	
<b>Environment Management</b>									
<b>Reserves Fencing</b>	<b>New, Renewal or Upgrade</b>	<b>PM</b>	<b>Job Cost</b>	<b>Actuals</b>	<b>Budget</b>	<b>Grants/Other</b>	<b>Reserves</b>	<b>Comments</b>	
McKinlay Reserve		DERS	0430-3300-0010		15,000				
Nelia Reserve		DERS	0430-3300-0011		30,500				
Kynuna River Paddock		DERS	0430-3300-0012		15,000				
Kynuna Racecourse Paddock		DERS	0430-3300-0013		15,000				
Julia Creek Dump Paddock (Wiles)		DERS	0430-3300-0014		5,000				
<b>Reserve Water Upgrade and Poly Tanks</b>		DERS							
McKinlay Reserve		DERS	0430-3300-0015		40,000				
Kynuna Reserve		DERS	0430-3300-0016		40,000				
DIP Paddock		DERS	0430-3300-0017		40,000				
<b>TOTAL ENVIRONMENT MANAGEMENT</b>					<b>200,500</b>	\$ -			
<b>Community Services &amp; Facilities</b>									
<b>Buildings &amp; Other Structures</b>	<b>New, Renewal or Upgrade</b>	<b>PM</b>	<b>Job Cost</b>	<b>Actuals</b>	<b>Budget</b>	<b>Grants/Other</b>	<b>Reserves</b>	<b>Comments</b>	
Community Buildings - Various works as per Council Asset Management Plan		DERS	0420-2600-items						
			0420-2610-items						
Caravan Park Landscaping and Bath Houses		DCCS	0430-2290-0007		326,566.10	244,925		OTIF	
Caravan Park replacement shed and concrete pad		DERS	0420-2600-0002		5,000.00			re-pour the Concrete pad and reinststate or replace kit set colour bond shed	
Bush Kitchen		DERS	0430-2294-0000		100,000.00			Carryover	
Innovation Hub		DCCS	0420-2190-Items		1,047,500.00	523,750		BOR - Total Project Cost \$1,047,500 50% funded	
Duncan McIntyre Museum Renovation		DERS	0420-2300-0000		15,000.00			Close in front Verandah	
Julia Creek Community Precinct Fit Out		DERS	0430-2010-0000		400,000.00	400,000		Carry Over	
McKinlay Community Shed		DCCS	0430-1000-0000		20,000.00	20,000		Carryover	
Julia Creek SES/Museum extension		DERS	0420-2600-0006		10,000.00			fencing	
Kev Bannah Oval Switchboard Upgrade		DERS	0420-2600-0007		12,000.00			Carryover	
McIntyre Park Switch board Upgrade		DERS	0430-2610-0001		10,500.00			Carryover	
McIntyre Park Power Pole Replacement		DERS	0430-2610-0002		5,000.00			Carryover	
McIntyre Park Arena Light		DERS	0430-2610-0003		25,000.00			Carryover	
McKinlay SES Project		DERS	0420-2760-0000		59,800.00	59,800			
Julia Creek Swimming Pool Perimeter Fence		DERS	0420-2600-0017		60,000.00			Carryover	
John McKinlay Statue		DCCS	0430-3120-0000		6,000.00			Near William River Shire boundary (to mark where John McKinlay crossed)	
Land Purchase		DCCS	0410-2000-0003		30,000.00			3year project Yr1 \$30k, Yr 2 \$30k Yr3 \$20k	
Kev Bannah Oval Grandstand		DERS	0420-2600-0008		110,000.00	66,000		Carryover Construction of pad footing with edge beam \$65k, it should be noted that this project is in 2 parts, the roofing will be repaired approximate cost \$45k. Funding to be sourced	





					Own Sourced Capital	3,613,809			



## **6.0 ENVIRONMENTAL & REGULATORY SERVICES**

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Ordinary Meeting of Council Tuesday 17<sup>th</sup> September 2019

**6.1 Subject:** Environmental and Regulatory Services Report – August 2019  
**Attachments:** Nil  
**Author:** Environmental & Regulatory Services Team Leader  
**Date:** 3<sup>rd</sup> September 2019

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**Executive Summary:**

This report outlines the general activities, revenue and expenditure for the department for the period August 2019.

**Recommendation:**

*That Council receives the August 2019 Environmental and Regulatory Services Report.*

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**Background:**

This report outlines the general activities of the department for the month of August 2019.

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

**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:**

107306



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

### **1.1 - Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO1.1	3100 - Refuse Collection Revenue	\$47	\$82,376

		<b>Actual</b>	<b>Budget</b>
ENVIRO1.2	3100 - Kerbside Rubbish Collection	\$5,661	\$41,000

		<b>Actual</b>	<b>Budget</b>
ENVIRO1.3	3110 - Refuse Disposal Revenue	\$0	\$41,678

		<b>Actual</b>	<b>Budget</b>
ENVIRO1.4	3110 - Refuse Disposal Operational Costs	\$12,528	\$85,000

### **1.2 - Report**

#### **Julia Creek Waste Facility**

The facility continued to be pushed and covered during the month.

The old hospital has now all been dumped with the bricks and rubble getting used on the household refuse to help prevent it from blowing away. One community member was given a warning about dumping rubbish in the incorrect areas.

Cameras are being installed in the first half of September.

The Kynuna and McKinlay Landfills were pushed up during the month.

## **2 – Environmental Health Services**

### **2.1 - Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO2.1	3000 - Environmental Licence Fees ( Revenue)	\$1,487	\$1,600

		<b>Actual</b>	<b>Budget</b>
ENVIRO2.2	3000 - Environmental Health Services	\$7,806	\$229,000

### **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 August did not show any signs of E.coli in all four townships



Sewerage sampling continues on a 3 monthly basis on the Julia Creek Sewerage Treatment Plant in accordance with the requirements of the licence issued by the Department of Environment and Science.

### Food Recalls

Two (2) Food Recalls were received during the month. No impacts to businesses in our shire.

## **3 – Local Law Administration**

### **3.1 – Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO3.1	3210 - Animal Registration Fees	\$3,918	\$5,000
ENVIRO3.2	3210 - Fines & Penalties – Animal Control	\$158	\$1,000
ENVIRO3.3	3210 - Animal Boarding	\$315	\$2,500
ENVIRO3.4	3210 - Local Law Administration	\$16,727	\$90,000

### **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	Nil
Verbal/Written/Official warning	Two (2) written warnings (Dogs at Large, Rooster crowing)
Complaints	One (1) (rooster crowing)
Dog Boarding	Two (2) Dogs
Removal of Dead Animals	Two (2)
Trapping Locations & Results	Cat trap placed at Landfill with three (3) cats being trapped

Dog registrations have been sent out for the 2019-20 Financial Year.

Commercial Use of Roads Permits have been sent out for the 2019-20 Financial Year.



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

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

		<b>Actual</b>	<b>Budget</b>
ENVIRO4.1	3220 - Pest Plant & Animal Control Funding	\$0	\$0
ENVIRO4.2	3220 - Truck Washdown Bay Revenue	\$4,455	\$20,000
ENVIRO4.3	3220 - Dingo Baits (Revenue)	\$0	\$1,200
ENVIRO4.4	3220 - Feral Pig Baits (Revenue)	\$0	\$0
ENVIRO4.5	3220 - Pest Animal Rural Land Owners Fees	\$0	\$43,244
ENVIRO4.5	3220 - Pest Plant Control Program	\$10,356	\$195,000
ENVIRO4.6	3230 - Pest Animal Control Program	\$1,564	\$77,000

##### **4.2 – Report**

###### **Fogging**

No fogging occurred during the month.

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

100 Factory baits were issued in August.

No Dingo Scalps were presented in August.

Private baiting occurred during the month utilising 150kg of bait

The October Round of 1080 Baiting is set for 21-25 October 2019. Tentative flyers are being sent out on the first week of September.

###### **Pest Weed**

Prickly trees around town were sprayed by Local Laws Officer during the month.

Ranger has undertaken maintenance spraying on the Stock Routes



Southern Gulf Catchments are working with Council for programs that have been submitted by Charles.

**Washdown Bay**

Facility has been running fine.

**5 – Livestock Operations**

**5.1 – Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO5.1	3235 - Livestock Weighing Revenue	\$10,391	\$56,000
ENVIRO5.2	3235 - Livestock Cattle Train Loading Revenue	\$12,898	\$20,000
ENVIRO5.3	3235 - Livestock Operational Costs	\$16,090	\$68,000

**5.2 - Report**

**Julia Creek Livestock Facility**

There were 3023 cattle weighed at the Livestock Facility in August.

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

<b>MONTH</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
JANUARY	0	359	0	0	0	183	0
FEBRUARY	1740	1322	1872	525	467	3241	0
MARCH	676	617	3446	1497	1333	388	0
APRIL	1584	406	5315	951	2487	2217	1034
MAY	3829	1891	8107	615	2062	3065	1768
JUNE	3976	2,109	3,442	1456	1522	742	894
JULY	1,774	0	2,170	2809	2003	1143	TBA
AUGUST	0	374	1183	2582	2311	6291	3023
SEPTEMBER	338	3274	488	2665	1478	765	
OCTOBER	1153	790	1252	4613	1127	4708	
NOVEMBER	357	508	36	1011	2673	4788	
DECEMBER	0	240	0	234	340		
<b>TOTAL FOR YEAR</b>	<b>15,427</b>	<b>11,890</b>	<b>27,311</b>	<b>18,958</b>	<b>17,803</b>	<b>27,531</b>	<b>6,719</b>





### Livestock Operations (Cattle Loading)

A total of 1,654 head of cattle loaded during August with a total of four (4) trains being loaded.

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

MONTH	2013	2014	2015	2016	2017	2018	2019
JANUARY	0	0	0	0	0	0	0
FEBRUARY	1764	680	0	0	132	0	0
MARCH	5310	851	0	572	920	0	0
APRIL	5813	1811	7653	1737	580	0	0
MAY	8670	7414	7204	2933	6126	603	3199
JUNE	8451	5912	6605	3486	2658	674	3322
JULY	7645	5246	6998	3565	3654	2084	4564
AUGUST	4215	6843	3936	4963	2898	674	1654
SEPTEMBER	1904	4508	315	2233	1804	2454	
OCTOBER	1800	3122	0	1070	0	3424	
NOVEMBER	0	3439	0	1641	0	1458	
DECEMBER	0	0	0	144	0	0	
<b>TOTAL FOR YEAR</b>	<b>45572</b>	<b>38826</b>	<b>32711</b>	<b>22344</b>	<b>18772</b>	<b>11371</b>	<b>12739</b>

## 6 – Stock Routes and Reserves

### 6.1 – Budget

		Actual	Budget
ENVIRO6.3	3300 - Stock Route – Permit/Water Fees	\$9,615	\$8,600

		Actual	Budget
ENVIRO6.2	3300 - Stock Route Recoverable Works (Revenue)	\$0	\$48,000

		Actual	Budget
ENVIRO6.4	3300 - Trustee Lease Fees	\$1,197	\$70,700

		Actual	Budget
ENVIRO6.5	3300 - Reserves Agistment Fees	\$2,719	\$15,000

		Actual	Budget
ENVIRO6.6	3300 - Precept Expenses	\$0	\$18,100

		Actual	Budget
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		Actual	Budget
ENVIRO6.7	3300 - Stock Route Maintenance	\$12,245	\$158,000
ENVIRO6.8	3300 - Reserves Expenses	\$922	\$31,500

## **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.

There were two (2) separate droving companies going through the bottom end of the shire

- \* One (1) left Mimong with 2000 head
- \* One (1) come from Richmond, Combo and Winton

There are 1800 head leaving Toolebuc coming to Julia Creek to Dalgonally on the 9<sup>th</sup> September.

49 x Stock Routes are being renewed

### **Cemeteries**

		Actual	Budget
ENVIRO6.9	3400 - Cemeteries	\$2,353	\$17,000

There was one (1) request for erection of head stone at the Julia Creek Cemetery

## **7 – Work Program (Workcamp)**

### **7.1 - Budget**

		Actual	Budget
ENVIRO7.1	3600 - Work Program	\$5,738	\$22,000

### **7.2 - Report**

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

**Table 4 - Work Program Activities**

Activity	Details
Mowing of various NFP yards in Julia Creek	Mowing conducted frequently
Mowing of all local churches	Mowing conducted frequently
Mowing/Whipper snipping around Airport Area	Mowing conducted when required
Whipper snipping and various maintenance of McIntyre Park Area including painting of various equipment and cleaning areas	Works conducted when required
Mowing/Whipper Snipping around Sale Yards	Mowing conducted when



Ordinary Meeting of Council Tuesday 17<sup>th</sup> September 2019

	required
Mowing of hill at Dirt and Dust Central	Mowing conducted when required
Lawn and Gardening Maintenance at the Julia Creek State School	Mowing conducted when required
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
Assistance with various works around the Livestock Facility	Ongoing
Picking up rubbish around entry to Julia Creek	Ongoing
Assistance with cementing at Julia Creek Cemetery	Ongoing
Assistance with the Pony Club	Ongoing
Assistance with Workshop (Diesel Fitter)	Ongoing
Assistance with Merry Muster in Cloncurry	Completed
Assistance with Race Event held 31 <sup>st</sup> August 2019	Completed

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

**8.1 – Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO9.1	3810 - Council Property / Staff Housing Program Rev	\$13,179	\$75,000

		<b>Actual</b>	<b>Budget</b>
ENVIRO9.3	3810 - Council Property / Staff Housing Program Exp	\$45,965	\$150,000

		<b>Actual</b>	<b>Budget</b>
ENVIRO10.4	3820 - Community Centre Hire Fees	\$698	\$4,000

		<b>Actual</b>	<b>Budget</b>
ENVIRO10.4	3820 - FRB Centre RENT	\$4,904	\$30,000

		<b>Actual</b>	<b>Budget</b>



ENVIRO10.5	3820 - FRB Units & Community Centre Operational Costs	\$8,907	\$63,000
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## 8.2 - Report

### Council Property / Staff Housing

Council Property / Staff Housing activities for the month are detailed in Table 6 below.

**Table 6 - Council Property / Staff Housing Activities**

Activity	Number
Properties Available for use	25 Byrne Street 4 Amberley Drive
New Tenancies	Two – 4 Netterfield Street and 5 Coyne Street
Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil
Notes	General Maintenance performed when required.

### Old Senior/Aged Care Housing

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

**Table 7 – Old Senior / Aged Care Housing Activities**

Activity	Number
Properties Available	4
New Tenancies	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 3 & Unit 7
New Tenancies	Nil
Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil



Notes	General Maintenance performed when required.
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## **9 – Land and Building Development**

### **9.1 - Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO11.1	3900 - Revenue	\$0	\$2,500

		<b>Actual</b>	<b>Budget</b>
ENVIRO11.2	3900 - Town Planning Program	\$2,098	\$51,000

### **9.2 - Report**

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

No DA's were received for the month.

## **10 – Local Disaster Management**

### **10.1 – Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO12.1	2760 - SES Grants	\$0	\$80,368

		<b>Actual</b>	<b>Budget</b>
ENVIRO12.2	2760 - Natural Disaster Grants	\$0	\$6,780

		<b>Actual</b>	<b>Budget</b>
ENVIRO12.3	2760 - Disaster Management Operational Costs	\$7,717	\$25,500

### **10.2 - Report**

#### **Disaster Management**

No incidents activated the LDMG during the month of August.

#### **Julia Creek SES**

Continued monthly training with all Julia Creek SES members in Coms Operation was undertaken. Members took to the streets of Julia Creek practicing and utilising the call signals and SES vehicles in operation "Little Fox".



## **7.0 COMMUNITY SERVICES**

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**7.1 Subject:** Community Services Monthly Report  
**Attachments:** Nil  
**Author:** Community Services Team Leader  
**Date:** 8 September 2019

**Executive Summary:**

Council is presented with the monthly Community Services report, which provides an overview of the operations for the month: **August 2019**.

Overall, the data show a steady increase in the number of visitors to the services provided (library, caravan parks and VIC). The community services are comparable to previous months and do not show significant changes.

**Recommendation:**

*That Council receives the Community Services monthly report for August 2019*

**InfoXpert Document ID:**

107280

The following report highlights the data for each of the Functional Areas of the Community Services Department.

**Julia Creek Caravan Park**

Thanks to the first full report from our new RMS booking software used at the JC Caravan Park, we have been able to distinguish services rendered as follows. The RMS booking software indicates total revenue of approx. \$74,117 compared to \$80,466 in July. This represents an decrease of 8%.

Type of service	JUNE Total Revenues (incl GST)	JULY Total revenues (incl GST)	AUGUST Total Revenues (incl. GST)
Donga Units	\$3,570	\$1,742	\$2,870
Powered Sites	\$33,049	\$44,269	\$36,389
Cabins	\$20,689	\$12,240	\$15,480
Storage	\$240	\$126	\$461.20
Unpowered Sites	\$5,186	\$8,256	\$6,412
<b>Sub Total</b>	<b>\$62,734</b>	<b>\$66,633</b>	<b>\$61,612.20</b>
Artesian Baths incl. salts	\$5,625	\$10,134	\$8,476
McIntyre Park	\$15	\$500	\$575
Cheese Platters	\$200	\$550	\$725
Laundry	\$1,601	\$2,089	\$2,407
Long Term Stay	\$1,560	\$560	0
<b>Calculated Total</b>	<b>\$71,720</b>	<b>\$80,466</b>	<b>\$74,117.20</b>

**Table 1: JC Caravan Park Revenues June, July and August 2019**



### Bush Dinner – Attendance

New to the monthly report is an overview of the Bush Dinner Attendance and Catering 2019. Please find below an extract of the data.

Date	Catered by	Attendance	Monthly totals
29 April	QCWA Country Kitchens	33	33
6 May	Catholic Church	52	
13 May	QCWA JC	54	
20 May	Chaplaincy	68	
27 May	JC – CSA	60	234
3 June	JC – P&C	140	462
10 June	Lions Ladies	100	
17 June	JC – CSA	113	
24 June	JC – P&C	109	
1 July	Lions Men	126	723
8 July	Kynuna Rodeo	135	
15 July	QCWA Nelia	125	
22 July	Lions Men	161	
29 July	Lions Ladies	176	
5 August	Julia Creek ICPA	161	473
12 August	JC Pony Club	128	
19 August	Nelia Small Community Group	91	
26 August	JC – P&C	93	
2 September	Hospital Aux – (changed to Historical Society)		
9 September	QCWA JC –(changed to JC Chaplaincy)		
16 September	JC Swim Club		
23 September	Kids of the Creek		
Total		1,925	

The estimated total amount spent/collected comes to 1,925 \* \$15 = \$28,875 (August 2019)  
 For next season it is suggested to formalize the Bush Dinner & Kitchen Use by NFP Groups by writing and adopting a current policy.

### Library Services at Julia Creek

Due to annual leave and relief positions limited services have been provided other than the general book lending to residents and the occasional book swap requests. In collaboration with the Department of Human Services (DHS), an access point for local to access DHS services (services regarding Centrelink, Taxes, Immigration) is currently being considered. The school holidays program will see activities such as Augmented Reality 3D Books, Virtual Reality tour, Games and Creative Arts.

After the School Holiday and into Term 4, the library aims at delivering services for the youngest kids (first five forever), the seniors (“how to and safe use day”) where the focus will be on how to use smart phones properly, safely and for certain purposes.





Ordinary Meeting of Council Tuesday 17<sup>th</sup> September 2019

The library will host the Department of Agriculture and Fisheries (DAF), Industry Recovery Officer, with a room to receive guests and have confidential phone calls or meetings. The IRO works closely with the beef cattle industry to prepare for natural disasters and mitigate risks.

Topic	August	July	June	May	April
New Members May 2019	+4	-17	5	2	4
Adults	259	261	276	271	269
Juniors	93	87	89	89	89
Total individuals	352	348	365	360	358
Institutions	2	2	2	2	2

**Table 2: Members overview changes JC Library**

The library recorded the following Services

Service Provided	August	July	June	May	April
Reservations Satisfied	-	89	50	44	99
Requests for Books	-	97	60	47	51
Internet/computer usage	-	285	379	369	304
Ipad usage	-	277	221	298	218
WiFi usage	-	216	242	228	300
Photocopier	-				
Broadband for Seniors	-	102	134	62	7

**Table 3: Services rendered at JC Library**



The diagrams of the loans and visitors are as follows  
(OLD DIAGRAMS)

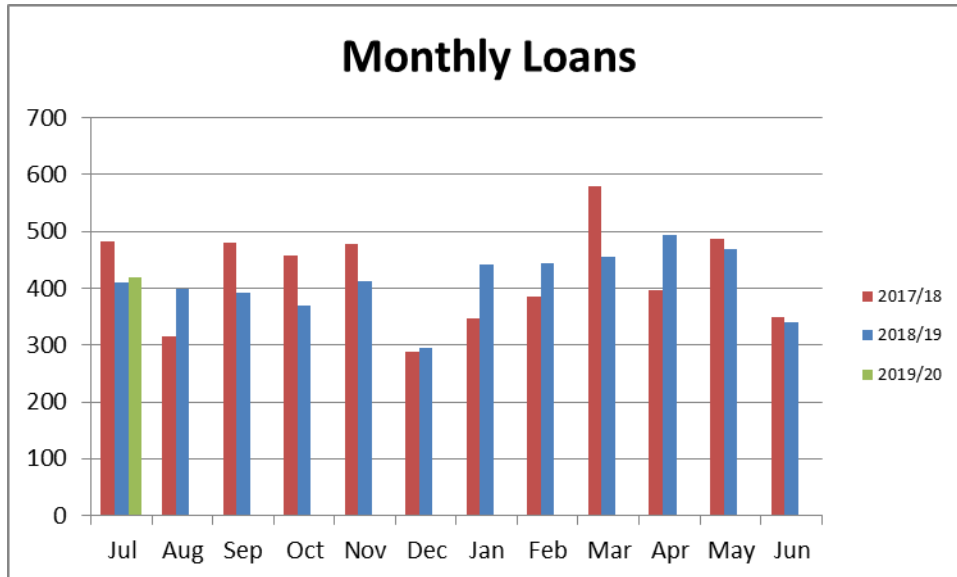


Figure 1: Monthly Loans JC Library 2016 - present

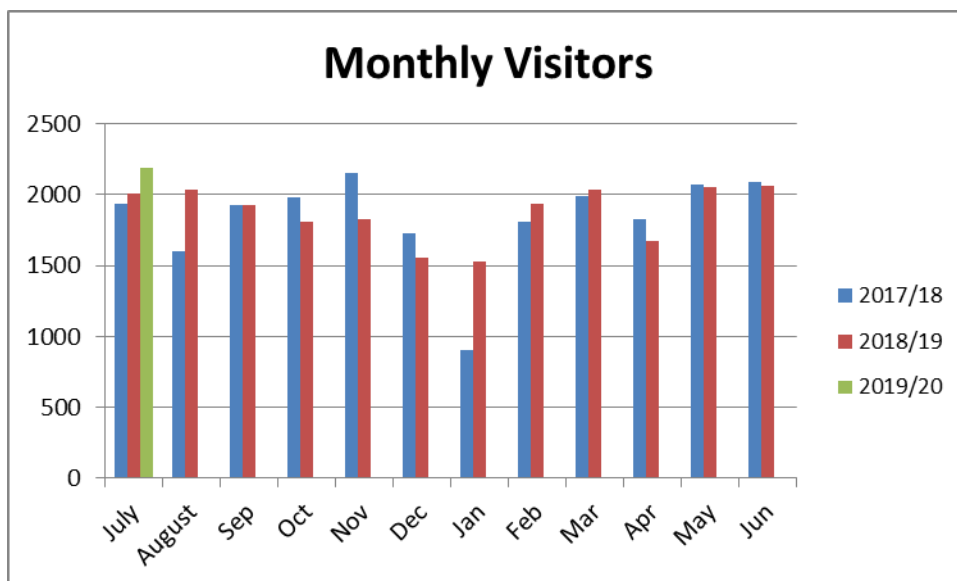


Figure 2: Monthly visitors library years 2016 - present



## Tourism

### August 2019 | VIC visitors number | 3,192 compared to 3,553 last year, or -10.1%

In August 2019, the team welcomed 3,018 visitors to the Julia Creek Visitor Information Centre (VIC) compared to 2,348 visitors in August 2018 – an increase of 28%. The year-to-date data show a total of 9,981 visitors to the VIC compared to 10,118 visitors over the same period in 2018 – a decrease of 1.4%.

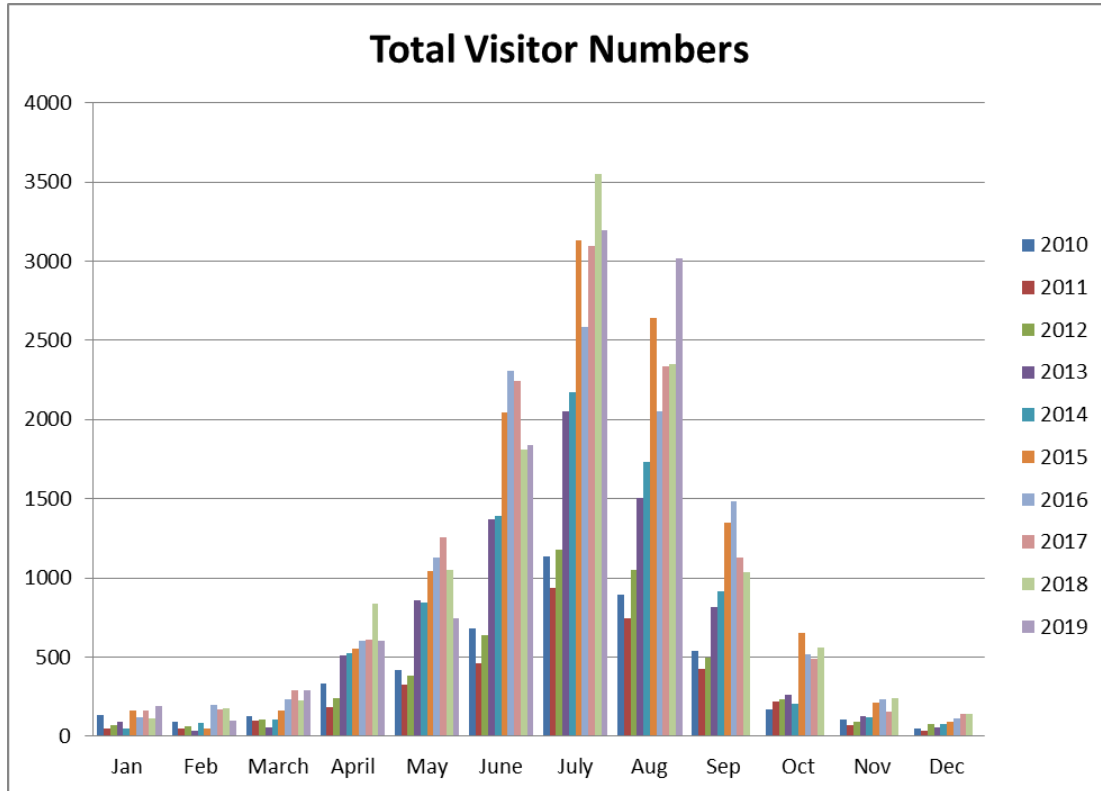


Figure 3: Tourism - total number of visitor 2010-present per month

Month	2017	2018	Growth 2018 – 2017	2019	Growth 2019 – 2018
January	166	116	-30.12%	191	64.7%
February	172	175	1.74%	99	-43.4%
March	290	230	-20.69%	294	27.8%
April	608	836	37.50%	604	-27.8%
May	1,257	1,050	-16.47%	743	-29.2%
June	2,241	1,810	-19.23%	1,840	1.7%
July	3,094	3,553	14.84%	3,192	-10.1%
August	2,336	2,348	0.51%	3,018	+28%
September	1,128	1,036	-8.16%		
October	490	558	13.88%		
November	157	240	52.87%		
December	141	139	-1.42%		
<b>Total</b>	<b>12,080</b>	<b>12,091</b>	<b>0.09%</b>	<b>9,981</b>	

Table 4: Detailed visitor numbers 2017 - present per month



**August 2019 | VIC Locals | 25 compared to 30 last year, or -/- 16%**

In August 2019, the VIC team welcomed 15 local visitors compared to 14 in August 2018 – an increase of 7%. There have been 307 local visitors to the Julia Creek Visitor Information Centre this year to date (YTD) compared to 343 visitors over the same period in 2018 - a decrease of 10.5% between 2018 and 2019 YTD figures.

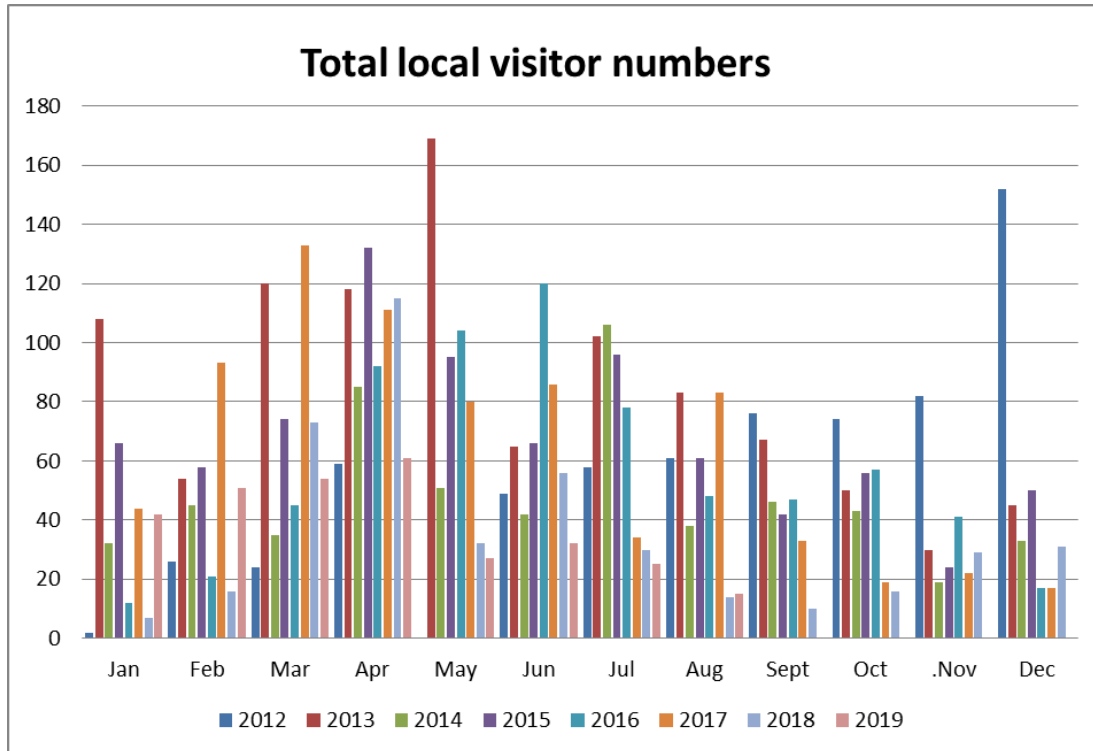


Figure 4: local visitor numbers - 2012 to present per month

Month	2017	2018	Growth 2018 - 2017	2019	Growth 2019 - 2018
January	44	7	-84.1%	42	500.0%
February	93	16	-82.8%	51	218.8%
March	133	73	-45.1%	54	-26.0%
April	111	115	3.6%	61	-47.0%
May	80	32	-60.0%	27	-15.6%
June	86	56	-34.9%	32	-42.8%
July	34	30	-11.8%	25	-16%
August	83	14	-83.1%	15	7%
September	33	10	-69.7%		
October	19	16	-15.8%		
November	22	29	31.8%		
December	17	31	82.4%		
<b>Total</b>	<b>755</b>	<b>429</b>	<b>-43.2%</b>	<b>307</b>	

Table 5: Tourism - detailed look at 2017 - present local visitor numbers



The largest markets are visitors from the usual states i.e. Queensland, NSW and Victoria, accounting for ~83% of total visitor origins.

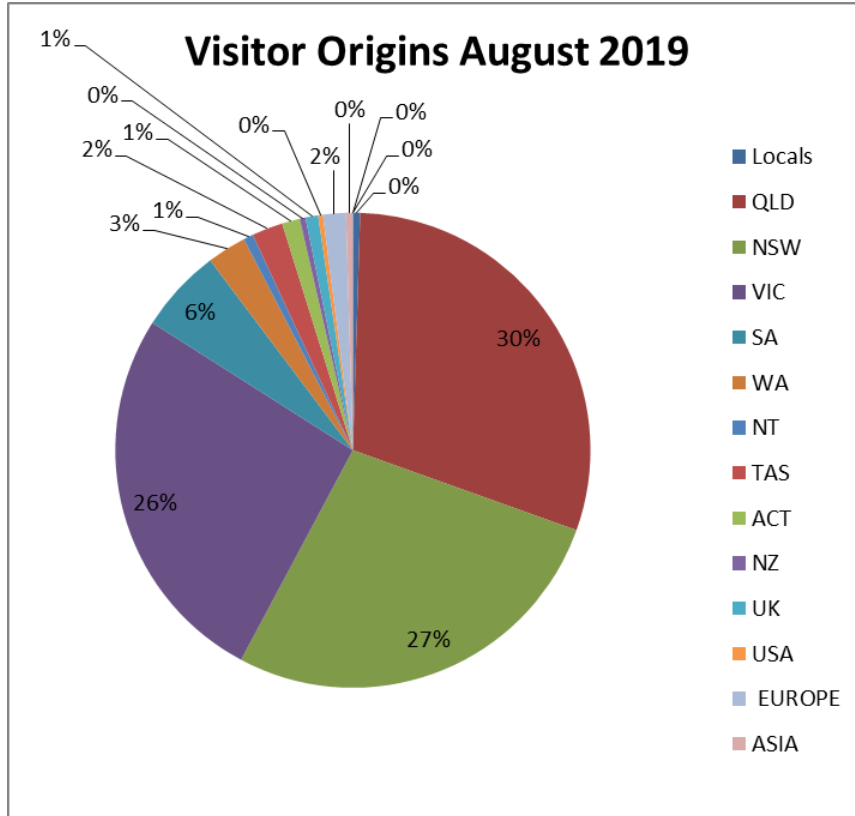


Figure 5: Visitor Origins July 2019 - state and international

Looking at the North West regional Stats, we see the following data emerge:

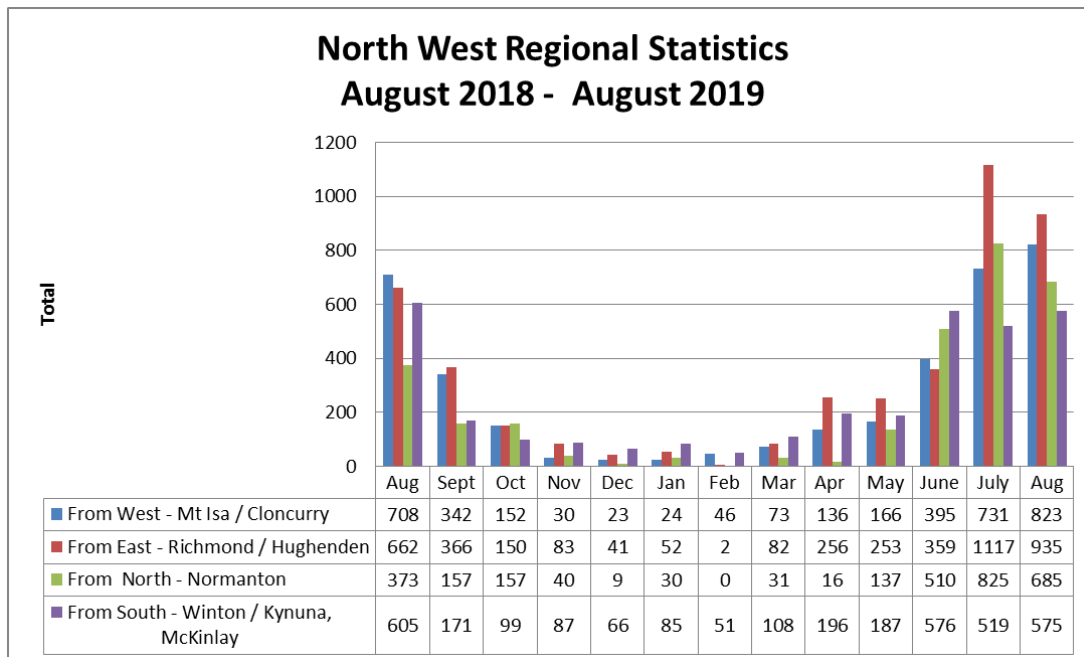


Figure 6: North-West statistics - different regions last 12 months



### Beneath the Creek

There were 648 entries to 'Beneath the Creek' in August 2019 compared to 712 in August 2018 – a 9% decrease. Looking at YTD data, we see that there have been 2,374 entries to Beneath the Creek compared to 2,351 over the same period in 2018 which represents a 1% increase.

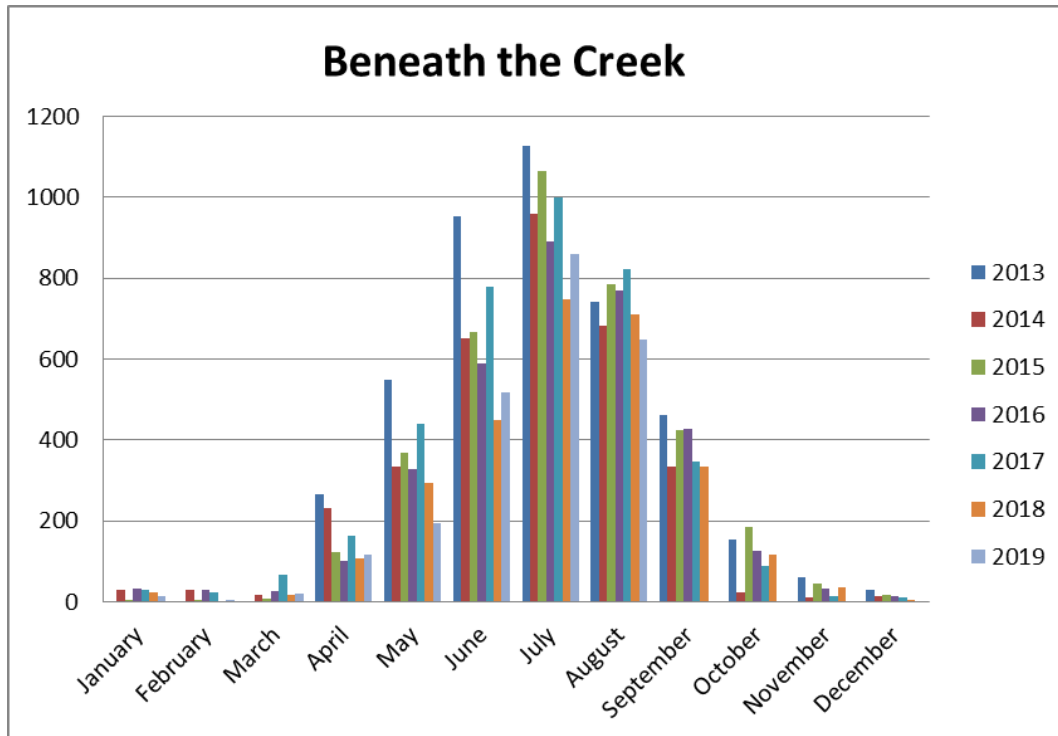


Figure 7: Beneath the Creek visitor numbers 2013 - present

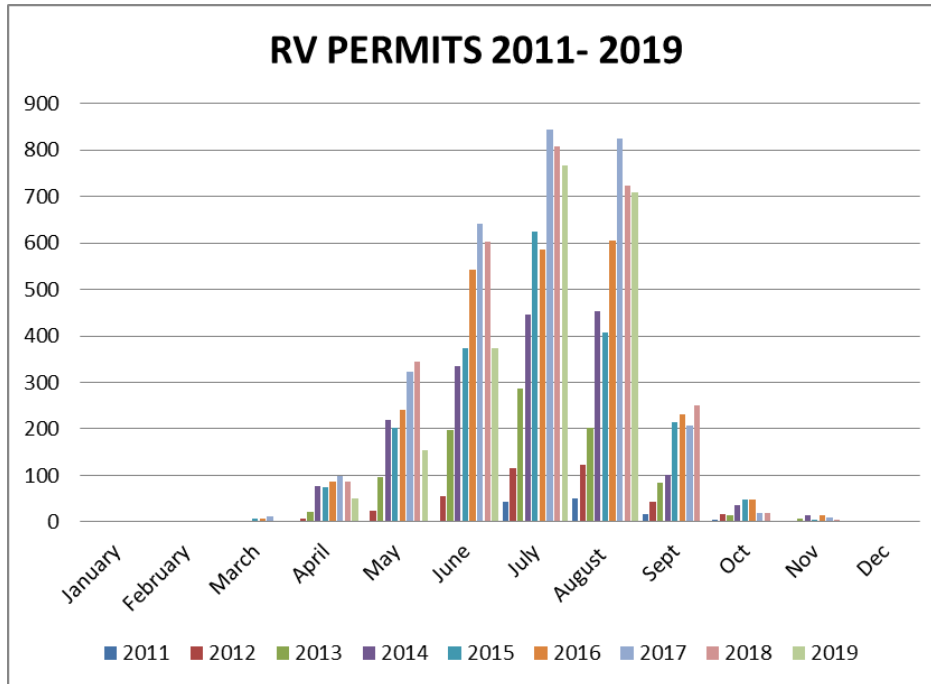
Months in years	Beneath The Creek			VR Experience	
	2017	2018	2019	2018	2019
January	29	23	13	n/a	10
February	23	2	4	n/a	0
March	66	16	20	n/a	6
April	164	107	116	n/a	10
May	439	294	196	n/a	23
June	778	450	518	n/a	140
July	1,001	747	859	n/a	334
August	822	712	648	n/a	84
September	347	336		n/a	
October	90	117		12	
November	13	35		7	
December	11	5		2	
<b>Total</b>	<b>3,783</b>	<b>2,844</b>	<b>2,374</b>	<b>21</b>	<b>607</b>

Table 6: Detailed numbers for VIC - Beneath the Creek and VR Experience



**RV Site Permits and Expenditure – 708 in August 2019 compared to 723 last year -/- 3%**

There were 708 RV Site Permits issued in August 2019 and 723 in August 2018. There have been 2,053 RV Site Permits issued in the Year to Date (YTD) compared to 2,569 over the same period in 2018 which represents a 20% decrease. In August 2019, 342 RV Site guests indicated a total spend of \$52,531. By extrapolating this figure, we estimate a total spend of approx. \$108,000.



**Figure 8: RV Park permits 2011 - present per month**

The data so far has shown that we are below our average monthly figure of 236 (2018) but also that the visitor numbers are increasing rapidly as the worst of the floods has been solved. Promotion on social media will be taken up a notch to inform people that the RV park is open and all are welcome.

Months	2017	2018	2019
January	3	2	0
February	2	1	0
March	12	0	0
April	98	87	51
May	322	345	153
June	640	603	374
July	844	808	767
August	824	723	708
September	207	250	
October	18	18	
November	9	4	
December	2	1	
<b>TOTAL</b>	<b>2,981</b>	<b>2,842</b>	<b>2,053</b>
<b>Average</b>	<b>248</b>	<b>236</b>	

**Table 7: Detailed look at RV permits per month since 2017 - present**

\*\*\* end of Tourism \*\*\*



**\*\*\* Start of Community Well Being Part \*\*\***

**Julia Creek Early Learning Centre**

**Current enrolments**

There are 41 children currently enrolled at the Service

- 10 attend casually
- 3 on the waitlist – no days available yet
- 1 on the wait list for additional days

**Changes to Enrolments**

One child full time for 3 weeks while parent works

A family were enrolled but on the waitlist, have since relocated so have been removed- x 2

A child left due to financial constraints and irreconcilable differences

**New Enrolments**            n/a

**Attendance**

The centre had 306 attendances (actual) over the 22 days of care offered during August. This equated to an average of 13 children per day.

**Significant events:**

- Employed a full time staff member- Pream, enrolled and working towards diploma
- Employed a casual- Sam, enrolled and working towards a Cert 3
- Kinder children participated in their first transition event- opera qld rendition of Hansel and Gretel
- Department visit- loved the service, happy with our direction, has no problems with anything at the service
- There was an altercation with a parent over the phone- was reported to department, department was happy with how it was handled no further action required- child was withdrawn from the service
- Children celebrated book week with a superhero dress up theme and a visit from the local emergency services to celebrate our real life heroes (theme of book week was 'reading is my secret power')





## Swimming Pool

### Use of pool

The total numbers for the months May – present 2019 show an increase in the number of visits as the weather get better and the temperatures rise.

Entries	May 2019	June 2019	July 2019	August 2019	September 2019
Adult Entry	10	1		17	
Child Entry	19			3	
<b>Season Passes / Family Pass</b>					
Adult		1		18	
Child				6	
<b>Triathlon Training/ No Charge</b>					
Adult	1	1			
Child					
J/C State School/ No Charge					
<b>Caravan Park Tokens</b>					
Adult	32	27	115	120	
Child	16	29	111	97	
<b>Free Sunday</b>					
Adult					
Child					
<b>Total Swimmers</b>	<b>78</b>	<b>60</b>	<b>228</b>	<b>261</b>	

Table 8: swimming pool attendance

### Maintenance / Infrastructure

Water Park and Bubble Pool pump is not functional and slides have been closed off due to the strain on the single working pump.

**Promotions:** the swimming pool is free-of-charge to local residents of the Shire while visitors receive a token at the Caravan Park upon arrival.



## **Sport & Recreation**

### **Sporting Schools:**

A busy term for students completing extracurricular activities during the week and on weekends has led to a decline in the number of participants attending the program on a regular basis. Council has sought feedback from students, parents and school teachers as to the possibility of altering the program structure to ensure maximum benefit for all students in Term 4.

### **Bike Muster:**

On Monday August 26, Senior Constable Josh Woodfield and myself attended the Queensland Road Safety Awards at Parliament House in Brisbane. Bike Muster received a Highly Commended in the State Government Award section of the ceremony. It was a great privilege to be able to attend the awards and thanks must be awarded to local Officer in Charge Cath Purcell for the nomination. It is great to know that the hard work from Council and Police can be recognised on such a stage.

The Bike Muster program will continue until early September and the sharp increase in the children's knowledge of road rules and safety has been incredible. Students were also awarded for their efforts in the program by receiving a gift-pack from Council.

### **Sport and Recreation Disaster Funding:**

Sport and Recreation officials visited McKinlay Shire during August to conduct meetings with local committee members and gain an insight to the damage their respective facilities received following the flood event. Site visits to McIntyre Park, Kynuna Rodeo Association, McKinlay Tennis Courts, Kev Bannah Oval and Saxby Round-Up were conducted to ensure the Project Manager engaged to assist clubs and deliver funding outcomes gained a firsthand look at the losses incurred. While all clubs have varying degrees of damages and funding required, I have been able to work closely with the Project Manager to detail a scope of works for each facility to make sure it is returned to a fully operational state. More visits will be conducted throughout September.

### **Daren Ginns Centre Upgrade:**

Council has been working closely with Peak Services to award a successful tender for the project to be completed. JKC Building Pty Ltd has been awarded the contract and a meeting between all stakeholders will take place at the site in September. This will be necessary to finalise the scope of works and terms of the contract to ensure work begins as soon as possible.

### **Community Benefit Assistance Scheme:**

Some projects which received funding under the CBAS in the 2018/19 financial year have been provided with extensions due to extenuating circumstances. Following the flood, Nelia QCWA building has been significantly damaged and once it is repaired the committee still plans to complete their upgrade to the outdoor area. Additionally, the Julia Creek Campdraft will have until the end of





### Health Promotion

Regarding health promotion throughout the Shire, the activities are:

- Planning in progress for an event to be held for **Prostate Cancer Awareness** month in September.
- Breast Cancer Screening in September

### Referrals

Ongoing referrals to NWRH as required.

### CHSP - Community Home Support Program

#### Events and Activities

CHSP clients have been busy with our Monday games & Wednesday luncheons as well as exercise each Wednesday morning along with gym on Tuesday morning.

#### Stats August 2019

CHSP currently have a total of **31** clients.

Service Offered	Number of Clients
Transport	133 Two way trips
Social Support	23 Visits
Personal Care	17 Visits - 2 Clients
EXERCISE	10 CLIENTS   6 SESSIONS
Counselling/Support, Information and advocacy (client)	
Shopping	4 Trips (3 attendees, 1 pickup)
GAMES	23 Attended - 4 sessions
Luncheon	51 Attended - 4 sessions
Meals on Wheels	50 Meals delivered
Community Nurse Visits	
Home Maintenance	25 lawns mowed 25 clients
Domestic Assistance	7 clients, 45 visits
Pub Lunch	19 Clients   2 SESSIONS
Craft Morning	
Clients Transported for Doctors Appointments	\$ CHSP clients

\*\*\* end of Community Well Being Services \*\*\*



**7.2 Subject:** Julia Creek Swimming Club Inc. Sponsorship Request  
**Attachments:** Application with financial statements and PL insurance *InfoXpert ID: 107313*  
**Author:** Community Services Team Leader  
**Date:** 9 September 2019

---

**Executive Summary:**

The Julia Creek Swimming Club has kindly asked for a Community Sponsorship from Council to support the organisation for their annual Ball: Gold & Black Ball 2019.

The event will provide live entertainment, food and bar facilities and the opportunity for attendees to have a fun night out, whilst raising important funds for the JC Swimming Club.

The Club requests \$ 5,000 dollars towards organising the event from the Community Sponsorship Program.

**Recommendation:**

*That Council determines an appropriate level of sponsorship for the event.*

---

**Background Information:**

The Ball will raise funds for the JC Swimming Club allowing them to continue to provide swimming opportunities within the Shire. With the sponsorship the Club will be able to host their annual ball and raise funds to support ongoing development of swimming programs. The Ball is expected to attract visitors from outside the Shire which will have a positive economic impact on the local community. Given that 2019 has been a challenging year, the Club decided to reduce admission prices for tickets to ensure all can attend.

If approved and received, the funds will go towards covering the costs for running the event. Other sponsors have confirmed their contribution such as Sisters of the North and South32.

The annual ball is the Club largest fund raiser. They have multiple sponsors for this event. The financial statements of previous years show a steep incline in income. The Club indicates that tickets will be sold at a reduced price compared to the 2018 Ball. An analysis of their financial statements shows that a large portion of their income was generated from the Ball. The Club made a profit from the Ball (revenue 37k, costs 18k), and their 2018 bank account shows a 23k balance.

For their 2018 Ball, the Club asked for a \$5,000 sponsorship. Based on an analysis of their financial statements available at that time, Council decided to sponsor for the amount of \$2,000. Given a similar situation now, it is recommended that the sponsorship level be considered taking into account the expenses and income of the event; and nature of the club.

The group have also applied for the Flooding Donations funds of \$5,000 which has been approved.

**Consultation:**

Director Corporate & Community Services



Ordinary Meeting of Council Tuesday 17<sup>th</sup> September 2019

**Legal Implications:**

Nil

**Policy Implications:**

The application is complete with financial statements and a current certificate of public liability insurance (\$20m) provided. The Group is an incorporated entity and adheres to the Sponsorship and Grant Policies.

Council sponsored the 2018 event with a \$2,000 sponsorship.

**Financial and Resource Implications:**

In this financial year, the current balance of community sponsorship is \$25,000.

**InfoXpert Document ID:**

107309

# MCKINLAY SHIRE COUNCIL COMMUNITY SPONSORSHIP APPLICATION FORM

## Information for Application:

Please read through the Community Sponsorship Guidelines prior to completing this application. For assistance with the application please contact the Community Services Team [community@mckinlay.qld.gov.au](mailto:community@mckinlay.qld.gov.au) or call (07) 4746 7166

### 1. ORGANISATION/GROUP DETAILS

Name: Julia Creek Amateur Swimming Club

Contact Person: Kate Frazer Position: Treasurer

Postal Address: PO Box 35, Julia Creek Qld 4823

Ph: 0447 173 821 Mobile \_\_\_\_\_

Email: juliacreekswimming@gmail.com

What is your organisations/groups primary purpose? To provide opportunities for our community to become involved in swimming. Our club encourages fun, participation and sportsmanship and caters for all of our members' swimming abilities

Organisation's ABN: 90 024 704 408

Is your Organisation registered for GST?  Yes  No

Did your organisation/group receive Sponsorship last year from Council?

Yes  No - Amount received \$ 2,000.00

Did your organisation/group receive in-kind support last year from Council?  Yes  No

Does your organisation have public liability insurance?

Yes – please attach copy of certificate  No

### 2. PROJECT INFORMATION

A) Project/Event name: 2018 Gold & Black Ball

B) Date of proposed project/event 05/10/2019

C) Project/Event description:

A formal and traditional Ball. The Ball is themed as Gold & Black in 2019 and will provide live entertainment, food, bar facilities and the opportunity for attendees to have a fun night out, while raising important funds for the Julia Creek Swimming Club. The Ball is running in conjunction with Town vs Country again this year, creating another 'big weekend' of local events. The combination of the events will (hopefully) bring a big crowd to town who will support the whole weekend and

provide greater numbers through both events' gates/doors and raise more funds for each Club then if they ran stand-alone events.

D) Estimated total attendance? 150-200

E) Target audience:  U/18  19-30  31-40  41-50  60+

F) Type of project/event (tick all that apply):

- Education  Entertainment  Arts / Culture  Community  
 Sports  Charity  Environment  Business

G) Provide an estimate of how many volunteers will be involved in the project/event. 10-20

H) How will the project/event benefit McKinlay Shire residents and have a positive impact on the community? The Ball will raise funds for the Julia Creek Amateur Swimming Club, allowing our Club to continue to provide swimming opportunities within the McKinlay Shire. The funds raised will allow the Club to expand and adapt current programs to ensure all community member have access to swimming. The Ball will also benefit local businesses by bringing people from other towns to our Shire; and will have a positive impact on the community, as this is an event where adults can glam up, have fun, catch up with old friends and make new ones. We know that this year so far has been hard on a lot of people in our Shire , so we have reduced ticket prices and funds raised from this event will go towards providing free membership for returning members and discounted membership for new members for our 2019/20 season.

I) Will the project/event be open to all residents, or members only? All residents aged 18 & over as well as people from surrounding towns.

J) What type of Sponsorship are you seeking?

Cash: Amount requested - \$ 5,000.00

Fee waiver:  Hire of Council venue - \_\_\_\_\_

Hire of tables and chairs

Other \_\_\_\_\_

K) What will the Sponsorship funds be used for? The funds will go towards the costs of running the event such as catering, security, decorations and entertainment. The donation will allow the Club to raise the maximum amount of funds at our biggest fundraising event of the year. The funds



will be spent locally where possible however as Entertainment and Security will have to be sourced elsewhere as it is not available in Julia Creek.

L) Please provide evidence of project/event costs – quotes and estimates.

Item / description	Amount \$
Catering – Verbal Quote (\$38pp plus GST – Based on 150 guests)	\$6,270.00
Entertainment – Message	\$1,900.00
Security - Message	\$1,320.00
<b>Total</b>	<b>\$9,490.00</b>

M) Have you requested/secured sponsorship from other parties?  Yes  No Please list:

Locas Businesses, South 32, Sisters of the North, Other Businesses that have had work in the shire.

N) How will McKinlay Shire Council be recognised for providing Sponsorship if the application is successful?

Media release       Signage       Social media       Advertising

Event announcement       Website

Other: An invitation to attend our annual Awards Night & Sponsors Dinner

O) How do you plan to measure the success of your project/event?

Our events success is measured by funds raised. We ensure we cover costs and raise the highest amount of funds possible each year, allowing our Club to grow every year. We also request feedback from guests each year to establish if we need to make changes to make future events more successful.

P) How does your community organisation/group support and/or give back to the community?

Donations       Volunteering time       Other

Our Club primarily gives back to our community by providing a wide range of swimming initiatives for our local children for six months each year. Our Club is solely run by volunteers. Our volunteers have also assisted with the McKissa & Julia Creek State School Swimming Carnivals for a number of years and we will continue to do so. We also give back to the community by buying local.

Q) Other comments that may assist your application:

Our annual Ball helps our Club raise enough funds to keep the Swimming Club running efficiently and effectively. Fundraising allows us to ensure our volunteer coaches have the most up to date training; recognise and celebrate our members achievements at an annual awards night; purchase equipment to aid swimmers and coaches at training, as well as equipment required to host our annual Swim Meet. We are also offering free membership to our current members and discounted membership for new members for our 2019/20 season to ensure people are not forced out of swimming due to cost after the impact of the flooding earlier in the year.

R) Demonstrate the level of community support for the project/event. Attach letters of support, attendance statistics from previous projects etc.

130 Tickets sold to our 2018 Mad Hatters Ball, over, \$10,000.00 spent locally to run our 2018 ball, letter of support from the Julia Creek CSA.

### 3. DECLARATION:

**This declaration requires the signature of the applicant or representative of the applicant.**

I certify that I am authorised by the applicant to prepare and submit this application for McKinlay Shire Council's Community Sponsorship Program. I have read the guidelines relating to the Sponsorship and certify that to the best of my knowledge the information provided in this form is correct and disclose full and accurate information of income, expenditure and activities proposed by the applicant.

I agree to provide Council with any additional information required to assess this application.

I agree to comply with all requirements of the Community Sponsorship Program.

I will acknowledge the support of Council in all relevant promotional and printed material.

Contact name of Responsible Person: Kate Frazer

Position within group/organisation: Treasurer

Address: PO Box 35, Julia Creek Qld 4823

Ph: 0447 173 821 Mobile: \_\_\_\_\_

Email: juliacreekswimming@gmail.com

Signature  Date: 13/8/19

Witness  Date: 13/8/19



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Underwriters

For all enquiries please contact JLT Sport  
Email: [jlt sport@jlt a.com.au](mailto:jlt sport@jlt a.com.au)  
Phone: 1300 130 373  
Web: [www.jlt sport.com.au/swimming](http://www.jlt sport.com.au/swimming)

## Certificate of Currency General & Products Liability Insurance

This certificate is issued as a matter of information only and confers no rights upon the holder. It does not amend, extend or alter the coverage afforded by the Policy (ies) listed.

It is only a summary of the cover provided and reference must be made to the current Policy wording for full details. It is current at the date of issue only.

**Policy Number:** 414214

**Insured:** Julia Creek Amateur Swimming Club Inc

**Period of Insurance:** From: 1<sup>st</sup> May 2019 at 4pm Local Standard Time  
To: 1<sup>st</sup> May 2020 at 4pm Local Standard Time

**Situation:** Worldwide excluding USA & Canada

**Interest Insured:** Legal Liability to third parties for bodily injury and property damage arising out of the activities of the Insured.

**Limit of Indemnity:**

Public Liability	\$20,000,000
Products Liability	\$20,000,000 in the aggregate
Errors & Omissions	\$10,000,000

**Deductible:** \$1,000 each and every occurrence (costs inclusive)

**Insurer:** Liberty International Underwriters – trading name of Liberty Mutual Insurance Company ABN 61 086 083 605



Authorised Representative of Liberty International Underwriters

**Date:** 01 May 2019

**Swimming Australian Risk Protection Program – 2019 - 2020**

#### 4. CHECKLIST:

Have you completed ALL sections of the application form (where applicable?)

- 1 – Organisation/Group details
- 2 – Project information
- 3 – Declaration and a signatory has signed and been witnessed

Please provide the following attachments:

- Copy of your organisation's latest audited financial statements
- Copy of current public liability insurance certificate

#### 5. SUBMIT APPLICATION:

Please contact Community Services Team prior to submitting an application to discuss your proposal. Applications must be submitted at least four weeks prior to the event/project.

Groups/organisations wishing to obtain Council sponsorship for an amount greater than \$5,000.00 must submit their application for consideration prior to the commencement of the financial year for which the organisation requires the sponsorship.

Applications can be submitted by post or email to:

Community Services Team

McKinlay Shire Council

PO Box 177

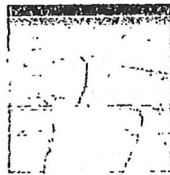
Julia Creek QLD 4823

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

**Partners**  
Peter O'Regan  
Peter Gogsch  
Andy Freeman

**Principal**  
Russell Laird

**Associate**  
Craig Dreher



## **O'Regan & Partners Audit Services**

**Chartered Accountants • Business Advisors**  
[www.oreganaccountants.com.au](http://www.oreganaccountants.com.au)

**JULIA CREEK AMATEUR SWIMMING CLUB ASSOCIATION.**  
**ABN: 90 024 704 408**

**FINANCIAL REPORT  
FOR THE YEAR ENDED  
30 JUNE 2018**

*Liability limited by a scheme approved under Professional Standards Legislation.*

**JULIA CREEK AMATEUR SWIMMING CLUB ASSOCIATION.  
ABN: 90 024 704 408**

**CONTENTS**

<b>CONTENTS</b>	<b>PAGE</b>
Committee's Report	3
Statement of Comprehensive Income	4
Statement of Financial Position	5
Notes to and Forming Part of the Financial Statements	6
Statement by Members of the Committee	78
Verification Report	8
Attachments:	
Depreciation Schedule	

**JULIA CREEK AMATEUR SWIMMING CLUB ASSOCIATION.  
ABN: 90 024 704 408**

**COMMITTEE'S REPORT**

Your committee member presents their report on the accounts of the Corporation for the year ended 30 June 2018.

**PRINCIPAL ACTIVITIES**

The principal function of the Association during the financial year was the organisation and management of the Julia Creek Amateur Swimming Club Association. and related activities.

**SIGNIFICANT CHANGES**

No significant changes in the nature of these activities occurred during the year.

**OPERATING RESULTS**

The surplus for the Association for the year was \$17,879 (2017: deficit of \$12,859).

\_\_\_\_\_  
President:

\_\_\_\_\_  
Treasurer:

Dated this                      day of    2018

**JULIA CREEK AMATEUR SWIMMING CLUB ASSOCIATION.**  
**ABN: 90 024 704 408**

**STATEMENT OF COMPREHENSIVE INCOME**  
**FOR YEAR ENDED 30 JUNE 2018**

	<b>2018</b>	<b>2017</b>
	<b>\$</b>	<b>\$</b>
<b>INCOME</b>		
Ball Income	37,511	-
Breakfast Club Income	1,000	-
Bush Dinner Income	1,055	3,789
Capital Gain (Loss) on Sale of Non-Current Assets	250	-
Fees & Charges	-	270
Grants	6,745	-
Memberships	3,099	2,213
Other Fundraising Income	1,110	4,005
Other Sales	150	1,586
Togz Income	221	1,216
Voucher Received	150	-
	<b>51,291</b>	<b>13,079</b>
<b>EXPENSES</b>		
Accounting Fees	212	-
Ball Expenses	18,207	-
Breakfast Club Expenses	1,000	-
Depreciation	3,940	4,538
Equipment	-	1,708
Events	1,181	3,327
Fees & Charges Expenses	419	736
Fixed Assets Write Off	-	6,529
Grants Expenses	5,539	-
Member Gifts	911	-
Membership Expenses	1,072	3,065
Merchandise Expense	-	2,727
Nominations Expense	244	-
Office Supplies	20	-
Other Fundraising Expenditure	416	1,592
Postage & Courier	61	-
Printing & Stationery	190	182
Sundry Expenses	-	1,534
	<b>33,412</b>	<b>25,938</b>
<b>SURPLUS/ (DEFICIT) FOR THE YEAR</b>	<b>17,879</b>	<b>(12,859)</b>



**JULIA CREEK AMATEUR SWIMMING CLUB ASSOCIATION.  
ABN: 90 024 704 408**

**STATEMENT OF FINANCIAL POSITION  
AS AT 30 JUNE 2018**

	2018	2017
	\$	\$
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Suncorp #9057	23,703	4,893
	<u>23,703</u>	<u>4,893</u>
<b>NON-CURRENT ASSETS</b>		
<b>FIXED ASSETS</b>		
Plant & Equipment	26,423	23,413
Less: Accumulated Depreciation	(21,665)	(17,724)
	<u>4,758</u>	<u>5,689</u>
<b>TOTAL NON-CURRENT ASSETS</b>	<u>4,758</u>	<u>5,689</u>
<b>TOTAL ASSETS</b>	<u>28,461</u>	<u>10,582</u>
<b>LIABILITIES</b>		
<b>CURRENT LIABILITIES</b>		
<b>TOTAL LIABILITIES</b>	<u>-</u>	<u>-</u>
<b>NET ASSETS</b>	<u>28,461</u>	<u>10,582</u>
<b>MEMBERS FUNDS</b>		
Retained Earnings	10,582	23,441
(Deficit)/Surplus for the year	17,879	(12,859)
<b>MEMBERS FUNDS TOTAL</b>	<u>28,461</u>	<u>10,582</u>

**JULIA CREEK AMATEUR SWIMMING CLUB ASSOCIATION.**  
**ABN: 90 024 704 408**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2018**

**NOTE 1. SIGNIFICANT ACCOUNTING POLICIES**

**Basis of preparation**

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the *Associations Incorporation Act QLD*. The committee has determined that the association is not a reporting entity.

The financial report has been prepared on an accruals basis and is based on historic costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

The following specific accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report:

**Revenue and Other Income**

Revenue is recognised when it is probable that the economic benefit will flow to the entity and the revenue can be reliably measured. Revenue is measured at the fair value of the consideration received or receivable.

**Contributions**

Grants, contributions, donations and gifts that are non-reciprocal in nature are recognised as revenue in the year in which the Corporation obtains control over them. Where grants are received that are reciprocal in nature, revenue is accrued over the term of the funding arrangements.

**Interest**

Interest revenue is generally recorded on receipt from the relevant financial institution.

**Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, deposits held at-call with banks convertible to known amount of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts are shown within borrowings in current liabilities on the statement of financial position.

**Property, Plant & Equipment**

Each class of property, plant and equipment is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

The depreciation method and useful life used for items of property, plant and equipment (excluding freehold land) reflects the pattern in which their future economic benefits are expected to be consumed by the company. Depreciation commences from the time the asset is held ready for use. The depreciation method and useful life of assets is reviewed annually to ensure they are still appropriate.

**Accounts Payable and Other Payables**

Accounts payable and other payables represent the liabilities at the end of the reporting period for goods and services received by the Corporation that remain unpaid.

Accounts payable are recognised at their transaction price. Accounts payable are obligations on the basis of normal credit terms.

**JULIA CREEK AMATEUR SWIMMING CLUB ASSOCIATION.  
ABN: 90 024 704 408**

**STATEMENT BY MEMBERS OF THE COMMITTEE**

The committee has determined that the Association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the committee the financial statements as set out on pages 1 to 6:

1. Presents a true and fair view of the financial position of Julia Creek Amateur Swimming Club Association as at and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that Julia Creek Amateur Swimming Club Association will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:

---

**President**

---

**Treasurer**

Dated this day of

Partners  
Peter O'Regan  
Peter Gogsch  
Andy Freeman

Principal  
Russell Laird

Associate  
Craig Dreher



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11 July 2018

The Committee Members  
Julia Creek Amateur Swimming Club Association  
PO Box 97  
JULIA CREEK QLD4823

Dear Committee Members

**RE: JULIA CREEK AMATEUR SWIMMING CLUB ASSOCIATION.**  
**VERIFICATION STATEMENT FOR THE YEAR ENDED 30 JUNE 2018**

I have sighted the Association's financial records and I am of the opinion that they show that the Association has bookkeeping processes in place to adequately record its income and expenditure and dealings with its assets and liabilities.

The organization is a Level 2 in accordance with section 58 of the Associations' Incorporation Act of Queensland 1981.

Should you have any queries in relation to the above or require any further explanations, please do not hesitate to contact our Office on (07) 4743 4255.

Yours sincerely,

**O'REGAN & PARTNERS**  
Enc.

**JULIA CREEK AMATEUR SWIMMING CLUB ASSOCIATION.**  
**ABN: 90 024 704 408**

**DEPRECIATION SCHEDULE**  
**PERIOD 01/07/2017 TO 30/06/2018**

Name	Cost	Purchased	1 July 2017	Rate	Purchases	Depreciation	Accum Dep	30 June 2018
<b>Plant &amp; Equipment</b>								
Eyeline Pace Clock	724	13/05/2010	-	20.0%	-	-	724	-
Toddler Swim Island x3	2,850	18/02/2013	362	20.0%	-	362	2,850	-
Banners with Carry Bags & Plate Bases x2	990	21/02/2013	127	20.0%	-	127	990	-
6 Burner Solid Plate Barbeque	299	25/02/2013	39	20.0%	-	39	299	-
3' male XLR to female XLR Cable	13	28/02/2013	2	20.0%	-	2	13	-
Chiayo 80w PA System with dual horns, Stands, Handheld m	1,408	28/02/2013	187	20.0%	-	187	1,408	-
City Gear Top Loading Case	85	28/02/2013	11	20.0%	-	11	85	-
HP 564/920	40	28/02/2013	5	20.0%	-	5	40	-
HP Pavilion DV6	1,279	28/02/2013	170	20.0%	-	170	1,279	-
JTS US 800ID Single Wireless Headworn Aerobics System	308	28/02/2013	41	20.0%	-	41	308	-
Microsoft Home & Student - Halved with CSA	105	28/02/2013	14	20.0%	-	14	105	-
MS Mouse Notebook Blue	30	28/02/2013	4	20.0%	-	4	30	-
Passport Essentials	126	28/02/2013	17	20.0%	-	17	126	-
Photo Smart	130	28/02/2013	17	20.0%	-	17	130	-
Publisher - Halved with CSA	105	28/02/2013	14	20.0%	-	14	105	-
Toddler Swim Island	950	07/03/2013	130	20.0%	-	130	950	-
3 x 6m Marquee with Carry Bag	1,727	21/03/2013	222	20.0%	-	222	1,727	-
Radio Cool Adults Swim Shirts x2	96	17/05/2013	17	20.0%	-	17	96	-
Aluminium Table Settings x3	3,713	13/06/2013	706	20.0%	-	706	3,713	-
Wet Area Storage Baskets x6	422	31/03/2014	147	20.0%	-	84	358	63
3kg Medicine Balls x4	280	19/05/2014	105	20.0%	-	56	231	49
Boxing Bag & Mit Combo x4	320	19/05/2014	120	20.0%	-	64	264	56
Celsius 1kg Dumbbells x6	30	19/05/2014	11	20.0%	-	6	25	5
Celsius 2kg Dumbbells x6	60	19/05/2014	23	20.0%	-	12	49	11
Celsius 3kg Dumbbells x6	90	19/05/2014	34	20.0%	-	18	74	16
Celsius 4kg Dumbbells x6	120	19/05/2014	45	20.0%	-	24	99	21
Celsius 50kg Weight Set	200	19/05/2014	75	20.0%	-	40	165	35
Celsius 5kg Dumbbells x6	150	19/05/2014	57	20.0%	-	30	123	27
Exercise Bikes x2	798	19/05/2014	300	20.0%	-	160	658	140
Weider Pro Weight Bench	299	19/05/2014	113	20.0%	-	60	246	53
In Water Belt Slider Medium Green x6	774	12/06/2014	302	20.0%	-	155	627	147
In Water Double Stretch Cord Green x5	395	12/06/2014	154	20.0%	-	79	320	75
In Water Double Stretch Cord Yellow x4	316	12/06/2014	123	20.0%	-	63	256	60
In Water Tow Tether 12" x4	236	12/06/2014	92	20.0%	-	47	191	45
In Water Tow Tether 8" x8	472	12/06/2014	184	20.0%	-	94	382	90
Jr Swimmers Snorkel x8	344	12/06/2014	134	20.0%	-	68	279	65

**JULIA CREEK AMATEUR SWIMMING CLUB ASSOCIATION.**  
**ABN: 90 024 704 408**

**DEPRECIATION SCHEDULE**  
**PERIOD 01/07/2017 TO 30/06/2018**

Name	Cost	Purchased	1 July 2017	Rate	Purchases	Depreciation	Accum Dep	30 June 2018
<b>Plant &amp; Equipment</b>								
Learn to Swim Snorkel x4	136	12/06/2014	53	20.0%	-	27	110	26
Rubber Fins Size 11-1 x3	87	12/06/2014	34	20.0%	-	17	70	17
JCASC Large Signs x2	1,110	05/12/2014	539	20.0%	-	222	793	317
JCASC Long Sign	361	05/12/2014	175	20.0%	-	72	258	103
Pairs Mermaid Fins x12	420	14/04/2015	234	20.0%	-	84	270	150
Permanent Shade Structure	895	21/04/2015	502	20.0%	-	179	572	323
Rubber Fins Size 1-3 x4	120	12/06/2017	47	20.0%	-	24	97	23
Safeguard Laminator	56	01/11/2017	-	20.0%	56	7	7	49
Hart Stop Watches x6	62	31/01/2018	-	20.0%	62	5	5	57
3 X3m Marquees with Carry Bags x2	2,035	19/03/2018	-	20.0%	2,035	116	116	1,919
Marquee Weight Bags x14	605	19/03/2018	-	20.0%	605	34	34	571
15L Water Cooler	71	11/05/2018	-	20.0%	71	2	2	69
Victor Sport First Aid Kits x2	181	28/05/2018	-	20.0%	181	3	3	178
<b>Total Plant &amp; Equipment</b>	<b>26,423</b>		<b>48,605</b>		<b>3,010</b>	<b>3,940</b>	<b>21,665</b>	<b>48,039</b>



## ***Julia Creek Combined Sporting Association***

PO Box 221  
Julia Creek QLD 4823

President: Kalan Lococo  
Secretary: Aimie Athorn  
Treasurer: Ellen Dallavanzi  
Contact: 0429 983 028

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Chief Executive Officer  
McKinlay Shire Council  
PO Box 177  
Julia Creek Qld 4823

Dear Des,

The Julia Creek Combined Sporting Association supports the Julia Creek Amateur Swim Club funding application to support the promotion and delivery of their annual fundraising ball.

It is great to see the lengths their committee goes to with fundraising efforts to help support the children within the club to have the best access to coaching and equipment. The success of this year's ball will again assist these efforts for their upcoming season.

We look forward to again working closely with the Swim Club to deliver another great weekend for the community with our annual *Town vs Country* match coinciding with this year's ball.

Kind Regards,

Kalan Lococo



## **8.0 CORPORATE SERVICES**

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**8.1 Subject:** Corporate Services Report  
**Attachments:** Nil  
**Author:** Corporate Services Team Leader  
**Date:** 10 September 2019

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**Executive Summary:**

The Corporate Services Report as of 31 August 2019 which summarises the financial performance and position is presented to Council.

**Recommendation:**

*That Council receives the monthly Corporate Services Report for the period ending 31 August 2019.*

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**Report:**

The Corporate Services Report compares actual performance to date with the Council's proposed 2019-2020 Budget and provides information, budget variances or any financial risks/concerns. Please note that the figures may change as end of year accruals are yet to be processed.

Financial information provided in this report is:

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

**Income Statement Variances/Comments:**

At the end of the month Council received approximately half of the Financial Assistance Grant (FAGS) funding allocation for 2019/20 which has significantly increased revenue.



Ordinary Meeting of Council Tuesday 17<sup>th</sup> September 2019

### INCOME STATEMENT SUMMARY

	Actuals	Variance	YTD Budget	Full Year Budget
<b>Total Income</b>	7,080,165	122%	5,800,845	34,805,072
<b>Total Expenses</b>	3,222,938	117%	2,763,017	16,578,099
<b>Surplus</b>	<b>3,857,227</b>	<b>127%</b>	<b>3,037,829</b>	<b>18,226,973</b>
Less Capital Revenue	5,839,088	143%	4,087,330	24,523,982
Plus Depreciation	-	0%	752,343	4,514,060
<b>Net Operating Surplus</b>	<b>\$ (1,981,861)</b>	<b>667%</b>	<b>\$ (297,158)</b>	<b>\$ (1,782,949)</b>

### STATEMENT OF FINANCIAL POSITION

	2020 Actuals	2019 Actuals
Current Assets	23,544,155	19,301,547
Total Non-Current Assets	189,726,738	188,961,970
<b>Total Assets</b>	<b>213,270,893</b>	<b>208,263,517</b>
Total Current Liabilities	1,357,381	1,755,712
Total Non-Current Liabilities	152,909	152,909
<b>Total Liabilities</b>	<b>1,510,290</b>	<b>1,908,621</b>
<u>Community Equity</u>		
Asset Revaluation Surplus	61,572,214	61,572,214
Retained Surplus	149,788,389	144,382,682
Reserves	400,000	400,000
<b>Total Community Equity</b>	<b>\$ 211,760,603</b>	<b>\$ 206,354,896</b>

### STATEMENT OF CASH FLOWS

	2020 Actuals	2019 Actuals
<b>Cash Flows from Operating Activities</b>	(390,665)	2,394,722
Receipts, Payments & Interest Received		
Borrowing Costs		
<b>Cash Flows From Investing Activities</b>	5,118,159	893,868
Payments and Proceeds for PPE		
Capital Income		
<b>Cash Flows from Financing Activities</b>	-	-
Loan Payments		
Net increase (decrease) in cash held	4,727,494	3,288,590
Cash at beginning of the financial year	16,150,831	12,862,241
<b>Cash at the end of the period</b>	<b>20,878,325</b>	<b>16,150,831</b>



Ordinary Meeting of Council Tuesday 17<sup>th</sup> September 2019

Summary By Departments						
Department	Revenue			Expenditure		
	Actuals	%	Budget	Actuals	%	Budget
Infrastructure & Works	5,644,977	21%	26,421,630	2,079,061	8%	24,525,878
Governance & Partnerships	-	0%	34,095	154,566	16%	936,958
Corporate Services	1,016,900	18%	5,712,892	219,849	13%	1,642,926
Economic Development	38,802	12%	328,747	99,890	9%	1,151,560
Community Services	368,831	20%	1,877,112	593,233	14%	4,127,027
Health Safety & Development	5,878	6%	99,748	34,348	5%	678,150
Environmental Management	18,064	5%	330,848	43,276	7%	605,600
	<b>7,093,451</b>	<b>20%</b>	<b>34,805,072</b>	<b>3,224,222</b>	<b>10%</b>	<b>33,668,099</b>

### Capital Works Program 2019-2020 Version 1.1

Infrastructure & Works	Actuals	Budget	Grants/Other	Comments
Roads	-	6,750,387.00	6,600,387.00	
Wastewater	2,853.00	471,550.00	-	
Water	20,931.00	1,656,000.00	1,050,000.00	
Transport	6,214.71	60,000.00	-	
Other	316,327.00	1,636,500.00	-	
<b>Subtotal</b>	<b>\$346,325.71</b>	<b>\$10,574,437.00</b>	<b>\$7,650,387.00</b>	
Environmental Management	Actuals	Budget	Grants/Other	Comments
Reserves	38,196.00	200,500.00	-	
<b>Subtotal</b>	<b>\$38,196.00</b>	<b>\$200,500.00</b>	<b>\$ -</b>	
Community Services & Facilities	Actuals	Budget	Grants/Other	Comments
Community Buildings & Other Structures	77,693.95	2,429,866.10	1,464,474.57	Innovation Hub - Peak Services engaged to Project Manage and Procure Services. Lead Design Consultant engaged and start up meeting organised for September 12th.
Parks & Gardens	36,521.71	402,387.00	10,000.00	Daren Ginns Gym - Peak Services engaged to Project Manage and Procure Services. Construction Contractor Engaged with start up meeting 12th September.
Council Housing		47,000.00	-	
<b>Subtotal</b>	<b>\$114,215.66</b>	<b>\$2,879,253.10</b>	<b>\$ 1,474,474.57</b>	
Corporate Services	Actuals	Budget	Grants/Other	Comments
Corporate Buildings & Other Structures	45,017.00	63,700.00	80,000.00	
Other	-	30,000.00	-	
Economic Development	-	450,000.00	200,000.00	
<b>Subtotal</b>	<b>\$45,017.00</b>	<b>\$543,700.00</b>	<b>\$280,000.00</b>	





## **9.0 CHIEF EXECUTIVE OFFICER**

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Ordinary Meeting of Council Tuesday 17<sup>th</sup> September 2019

**9.1 Subject:** Relocation Assistance Policy

**Attachments:** Relocation Assistance Policy\_DRAFT *InfoXpert ID: 107327*

**Author:** Payroll/Human Resources Officer

**Date:** 5 September 2019

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**Executive Summary:**

Council is presented with the Relocation Assistance Policy V4.

**Recommendation:**

*That Council resolve to adopt the Relocation Assistance Policy V4, as presented.*

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**Background:**

Council acknowledges the difficult employment climate faced with geographical seclusion and inter-industry competition impacting the candidate pool. To remedy this Council offers assistance with relocation expenses for senior Management staff, staff subject to individual contracts or workplace agreements.

**Comments:**

Nil

**Consultation:**

Chief Executive Officer

**Legal Implications:**

Nil

**Policy Implications:**

Nil

**Financial and Resource Implications:**

As stated in policy.

**InfoXpert Document ID:**

107326



# RELOCATION ASSISTANCE POLICY

InfoXpert ID: 107327

## 1. INTRODUCTION

McKinlay Shire Council (MSC) acknowledges the difficult employment climate faced by Council, with geographical seclusion and inter-industry competition impacting the candidate pool.

MSC is committed to attracting and recruiting the best possible candidates for available positions and in order to do so offers assistance with relocation expenses for Senior Management staff, staff subject to individual contracts or workplace agreements and any other employee that the CEO deems suitable.

## 2. POLICY OBJECTIVE

To provide guidelines for the payment of relocation expenses for employees relocating to McKinlay Shire.

## 4. POLICY

MSC will pay the reasonable costs associated with the relocation of an incoming employee from their current place of residence (Origin) to an address within the Shire boundaries (Destination) up to the amount of \$10,000 depending on distance travelled, or otherwise specified in writing by the CEO.

The Human Resources Officer will discuss the relocation assistance with eligible staff as part of their offer of employment.

The conditions of the financial assistance, as such approved by the CEO, must be presented to the eligible employee in writing. This [Relocation Assistance Confirmation Letter](#) is to be signed by both parties (employer and employee) to signify their acceptance of the terms therein.

Where there is an agreed skill shortage this policy may be applied to positions other than those identified in the Introduction. On this occasion the CEOs approval must be sought.

An agreement to repay the relocation expense assistance payment, if the employee leaves Council within the first year of employment, must be included in and form a condition of employment as outlined in the Relocation Assistance Confirmation Letter.

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Date of Approval: 17<sup>th</sup> September 2019  
Approved By: Council Resolution  
Authorisation: Organisation

Effective Date: 18/09/19  
Version: 4.0  
Review Date: September 2020



#### 4.1 Relocation Assistance Approval

Financial assistance for relocation expenses will be approved subject to the submission of three appropriate quotes and justification if the employee's desire is not to go with the cheapest quote. All invoices from the recognised removalist must be supplied and Council will pay the removalist company directly.

#### 4.2 What is Covered

MSC recognises that current and future recruitment may entail attracting perspective employees from any State or Territory within the Commonwealth as well as globally and offers of employment should be tailored to suit the individual(s) involved.

Relocation expenses for relocating to Julia Creek, the principal place of engagement will be as follows:

- From places located in mainland Australia excluding Western Australia and Tasmania, up to \$5,000
- From places located in Western Australia and Tasmania, up to \$7,500
- From places located in off shore Territories administered by the Commonwealth of Australia, up to \$10,000
- From places covered under the Trans-Tasman Travel Agreement, up to \$10,000 negotiable. With CEO approval

MSC will pay for:

- The reasonable costs to transport household goods, personnel effects and furniture, including Inter-state relocation;
- The relocation expenses of an incoming employee from outside of Australia with the expressed authority of the Chief Executive Officer.

Claimable expenses apply only to packing, freight and insurance of household goods when supported by receipts.

Relocation expenses can only be accessed once throughout employment with MSC and will not be valid for multiple return trips between the Place of Origin and Destination.





### 4.3 What is Not Covered

Unless varied by the CEO;

MSC will not pay for:

- Multiple trips for any person between the incoming employees Place of Origin and Destination;
- The transport costs for the incoming employee;
- The travel and accommodation costs of persons who will be residing with the employee;
- Transportation of motor vehicles or motor vehicle spare parts.

### 4.4 Repatriation

MSC will not pay for costs associated with returning an employee to their place of origin, or any other location after termination of employment.

### 4.5 Reimbursement of Relocation Expenses

The relocation assistance is paid on condition that if within twelve (12) months of commencement of employment:

- a) The employee resigns from their employment with McKinlay Shire Council; or
- b) The employee's employment is terminated due to a breach of their employment contract;

Council will deduct the relocation contribution on a pro-rata basis from the employee's termination pay. In the event of insufficient funds being available the employee shall within seven (7) days of the termination of the employment, repay to Council the relocation contribution on a pro-rata basis.

If the employee leaves their position with MSC for the above reasons, repayments will be made at the following rates:

- |  |      |
|--|------|
| • The first three (3) months of employment   | 100% |
| • The first six (6) months of employment     | 75%  |
| • The first nine (9) months of employment    | 50%  |
| • The first twelve (12) months of employment | 25%  |



**5. DELEGATIONS**

The Chief Executive Officer or their delegate is responsible for administering the policy.

**6. POLICY REVIEW**

This policy will be reviewed within 12 months of its review date. From this review the Chief Executive Officer will determine the regularity of future events.

.....  
**Des Niesler**

.....  
**Date**

**CHIEF EXECUTIVE OFFICER**



**9.2 Subject:** Tender Consideration Plan – Plant Hire

**Attachments:** Nil

**Author:** Chief Executive Officer

**Date:** 10<sup>th</sup> August 2019

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**Executive Summary:**

The proposed Tender Consideration Plan for the update and extension of the current Register of Pre-Qualified Suppliers – Plant Hire for a further 12 months until 31 December 2020 is presented to Council.

**Recommendation:**

*That Council resolves to:*

1. *prepare a tender consideration plan (Plan) pursuant to section 230 of the Local Government Regulation 2012 to:
  - a. *update the current Register of Pre-Qualified Suppliers – Plant Hire to include new local Suppliers who qualify for appointment; and*
  - b. *extend the Register of Pre-Qualified Suppliers - Plant Hire for a further 12 months to expire on 31 December 2020; and**
2. *to adopt the Plan prepared and recommended in this Report; and*
3. *to delegate the authority to the Chief Executive Officer to appoint new suitably qualified local Suppliers to the Register and to notify the Suppliers on the current Register of Pre Qualified Suppliers – Plant Hire of Councils intention to extend the Register for a further 12 month period and, subject to the current financial delegation of the Chief Executive Officer, to negotiate, make, vary and discharge any contracts entered into with the Suppliers under this extended arrangement and to sign all relevant documentation as necessary or required.*

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**OFFICER REPORT**

**Introduction**

McKinlay Shire Council invited tenders on 6 October 2018 pursuant to section 232 of the *Local Government Regulation 2012* (Regulation) to establish a register of Pre-Qualified Suppliers for Plant Hire (Register) for 2019.

The Council evaluated the tenders received and appointed suitably qualified suppliers to the Register in accordance with the sound contracting principles set out below:

- Value for money
- Open and effective competition
- Development of competitive local business and industry
- Environmental protection; and



- Ethical behaviour and fair dealing.

The Register expires on 31 December 2019 and there is no ability for Council to extend the term of the Register or to renew the Register for new term under the terms of the Tender Invitation.

### **Background**

In March 2018 and February 2019, McKinlay Shire was inundated with flood waters which caused significant damage and economic loss to Council infrastructure, roads and other assets. The communities in McKinlay Shire also suffered considerable losses and are also rebuilding their communities and businesses.

The Council obtained funding from the Queensland Reconstruction Authority through a Disaster Recovery Funding Arrangement (NDFA) in the order of \$14 million to repair and rectify the damaged infrastructure including local authority roads.

The Pre-Qualified Suppliers on the Register (Suppliers) have been engaged by Council to undertake this work as a priority to reinstate the infrastructure including the roads which will also assist the communities in McKinlay Shire in the recovery and rebuilding of the communities and businesses.

The funding provided through the NDFA is already or will be allocated for the flood damage works (Works) to be undertaken by the Suppliers over the next 12 – 18 months.

Contracts in the order of \$10 million have been awarded to current Suppliers in accordance with the NDFA, Councils current works program, the particular qualifications of the relevant Supplier and the Works to be undertaken by those Suppliers.

The Works to be completed under the current Works program will take some time to complete and will extend beyond the expiration date of the current Register.

In addition, Council may not be able to award some contracts for the Works until specific contracts or specific Works with particular Suppliers have been completed and this may occur after the current Register expires in December 2019.

Since the flooding events and subsequent disaster declarations, a number of new service providers have opened up a local business to provide plant hire services within the McKinlay Shire but these new businesses are not on the Register.

Given the scale of the flooding events and the amount of Works that will be required to restore and rectify the Council infrastructure, roads and assets, the time frames within which such Works must be completed to satisfy the NDFA and the fact that Council is satisfied that these new local businesses are suitably qualified to undertake the Works within the necessary time frames, Council intends to appoint these local businesses as Suppliers on the Register.

Not only will this ensure that the Works are expedited and before further damage occurring in the coming wet seasons, the appointment of the new local plant hire businesses as Suppliers on the Register will be in the public interest as such appointments will also assist to provide local employment and the support to local businesses in communities that have been hard hit as a result of the flooding disaster.



## Legislative Requirements

Council is required to comply with the contracting and procurement provisions set out in Chapter 6 of the Regulation with respect to medium and large sized contracts for future plant hire contracts as follows:

1. Medium sized contract - \$15,000 - \$200,000 plus GST – 3 quotes
2. Large sized contract - \$200,000 plus GST and over – invite tenders

However, there are exceptions set out in Division 3 of the Regulation including the exception for establishing a Register pursuant to section 232 which was applied by Council when it established this Register in December 2018.

There is a further exception set out in Division 3 section 230 of the Regulation as follows:

### *Section 230 Exception if quote or tender consideration plan prepared*

*(1) A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if the local government:*

- (a) decides, by resolution, to prepare a quote or tender consideration plan; and*
- (b) prepares and adopts the plan.*

*(2) A quote or tender consideration plan is a document stating—*

- (a) the objectives of the plan; and*
- (b) how the objectives are to be achieved; and*
- (c) how the achievement of the objectives will be measured; and*
- (d) any alternative ways of achieving the objectives, and why the alternative ways were not adopted; and*
- (e) the proposed terms of the contract for the goods or services; and*
- (f) a risk analysis of the market from which the goods or services are to be obtained.*

If Council intends to apply this exception, it must decide by resolution to prepare a quote or tender consideration plan and then prepare and adopt the plan.

### **1. Objectives of the Plan**

The preparation of the Tender Consideration Plan (Plan) is to expedite the restoration and rectification Works which are required as a result of two concurrent flooding events (2018 and 2019) which caused significant damage and loss in the McKinlay Shire and to ensure that the Works are done at competitive rates and within the time frames specified in the NDFA without the additional cost to establish a new Register before 31 December 2019.

The Plan will assist Council to appoint the new local plant hire businesses as Suppliers on the Register and to enter into contracts with the Suppliers on the Register to expedite the restoration and rectification of the damage caused as a result of flooding events within the local government



area. This will also reduce the cost to Council as the extension of the Register will be on the same or similar terms and conditions already approved through the recent tender process conducted less than 12 months ago.

Council's objectives by preparing this Plan are to:

- (a) Ensure that new local plant hire businesses are suitably qualified for appointment as Suppliers to the Register to expedite the Works program to meet NDFA time frames;
- (b) To give the opportunity for these new local businesses to develop and provide economic and employment opportunities for the communities within McKinlay Shire which will assist to rebuild the communities economic and employment base;
- (c) Ensure that any contracts with the Suppliers are entered into in accordance with the sound contracting principles and will meet probity and compliance requirements;
- (d) Engaging Suppliers at competitive rates to complete the Works to ensure value for money;
- (e) Avoid any delay in the allocation and completion of contracts for the Works program which are funded under the current NDFA; and
- (f) Avoid incurring additional costs to establish a new Register in the current circumstances where the Register was established less than 6 months ago, the Suppliers are heavily engaged in undertaking the restoration and rectification Works under the current contracts and new suitably qualified Suppliers are urgently needed to meet the NDFA funding time frames before the coming wet seasons.

## **2. How the Objectives will be Achieved**

The objectives will be achieved by:

- (a) requesting that new local Suppliers submit an application for appointment to the Register which will detail that they are a local business; include competitive plant hire rates; include evidence of qualifications and experience and include copies of all relevant approval, permits and insurance policies;
- (b) notifying the Suppliers of Council's intention to extend the current Register for a further 12 months to allow additional time for the current Works program to be completed under the NDFA.
- (c) negotiating a successful extension of the current Register with the Suppliers in accordance with Council's Procurement Policy and clear and transparent processes.
- (d) contracting with known and already approved Suppliers and the new local Suppliers from the Register to undertake the Works; and
- (e) contracting with the Suppliers on the basis of the rates provided in the Tender for plant hire for the 2019 year which are largely consistent with current market rates and which are or will be consistent with the competitive rates offered by the new local Suppliers.



### **3. How the Achievements of the Objectives will be Measured**

The achievements will be measured by:

- (a) appointment of the new local Suppliers to the Register at competitive rates and on the same terms and conditions as the existing Suppliers;
- (b) acceptance of the extension of the Register arrangement until December 2020 by the Suppliers on the terms and conditions as approved by Council when the Register was established for the 2019 Works program;
- (c) Suppliers maintaining insurances and holding all relevant approvals and permits as required for appointment to the Register;
- (d) evidence that all contracts entered into with a Supplier is in accordance with the Council's Procurement Policy, the sound contracting principles and can withstand probity and scrutiny;
- (e) completion of the contracts within the specified time and budget under the NDFA without delay and unanticipated additional costs;
- (f) evidence that the contracts are completed by the Suppliers at competitive rates already approved in accordance with the Tender for the Register in 2019 and competitive rates agreed on the appointment of the new local Suppliers.

### **4. Any Alternative Ways of Achieving the Objectives and Why the Alternative Ways were not Adopted**

The alternative way to achieve the objectives is to invite tenders for a new Register of Pre-Qualified Suppliers.

The alternative way is not adopted because inviting new tenders to establish a new Register would:

- (a) Significantly increase costs to Council to undertake the new tender invitation process to appoint one or two local Suppliers to the Register and to extend the current Register arrangement for a short period of 12 months;
- (b) Delay completion of the Works and acquittal of funding under the NDFA which would be detrimental to the community rebuilding efforts;
- (c) Delay rectification of Councils infrastructure, roads and assets which will impact on the economic recovery of the businesses and the community of McKinlay Shire;
- (d) Result in additional mobilisation and establishment costs where new Suppliers are engaged under a new Register where existing Suppliers are already in place undertaking the Works.



## 5. The Proposed Terms of the Contract for the Goods and Services

The contracts with the Suppliers would be on the same or similar terms and conditions as the current contracts and at the rates as already approved in the Register or arrangements with the new local Suppliers.

There would be no additional cost to Council to enter into new contracts with Suppliers under the extended Register arrangements.

## 6. A Risk Analysis of the Market from Which the Goods or Services are to be Obtained

Council has undertaken a risk analysis of the relevant market being the plant hire rates currently on offer in McKinlay Shire.

Market Rates for Plant Hire 2015-2019

Year	Truck p/hr	Grader p/hr	Water Truck p/hr	Backhoe p/hr	Excavator p/hr	Other p/hr
2015	\$286.00	\$187.00	\$132.00	\$137.50	\$95.00	
2016	\$264.00	\$160.60	\$132.00	\$0	\$0	
2017	\$286.00	\$165.00	\$132.00	\$130.00	\$85.00	
2018	\$275.00	\$165.00	\$132.00	\$130.00	\$105.00	
2019	\$260.00	\$170.50	\$132.00	\$130.00	\$105.00	

Variance in markets rates over the last 5 years is erratic with some plant trending downwards, some upwards and some static. Availability of work and competitive rates are considered major factors.

The market rates for plant hire have not altered significantly over the last 12 months and unlikely to increase or decrease significantly over the next 12 months given the state of the economy particularly in the McKinlay local government area.

The Register would include new local Suppliers based on competitive rates and be extended by a period of 12 months only which would have minimal impact on the market and obtaining competitive rates for Council contracts.

If Council were to invite tenders to establish a new Register, any tenders received for the establishment of a new Register are unlikely to contain significantly different market rates than those already provided by the Suppliers on the current Register.

### Other Factors Considered

#### *Financial*

- there is no additional cost to Council to extend the current Register arrangements other than the preparation of this Plan and notification to the Suppliers.





- no additional staff are required to resource the extension of the Register.

*Environmental*

- no environmental issues are raised with the extension of the Register.

*Social*

- expediting the Works with the current Suppliers will assist the community recovery.

*Policies*

- the Plan aligns with the Council Procurement Policy in that it is prepared in accordance with the sound contracting principles and it is in the public interest to expedite the Works in the most cost-effective way.

*Reputational*

- the risk to Councils' reputation for extending the current Register arrangement for a further 12 months is minimal given the Suppliers on the current Register are generally local service providers, the appointment of new local Suppliers to the Register is in the public interest and will benefit the community and the fluctuation in market rates is minimal.

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**OPTIONS**

Option 1

- resolve to prepare a tender consideration plan, accept the plan prepared and adopt the Plan as prepared; or

Option 2

- invite tenders to establish a new Register from 1 January 2020 – 31 December 2020 or longer as appropriate; or

Option 3

- enter into contracts for the Works under a LG arrangement e.g. Localbuy

**Comments:**

This item is brought back to Council after a meeting (held 29<sup>th</sup> July) with the Pre-Qualified Supplier - Plant Hires that may be affected by this Consideration Plan.

**Consultation:**

Chief Executive Officer

**Legislative:**

Local Government Regulation 2012

**Policy Implications:**

Nil

**Financial and Resource Implications:**

Nil

**InfoXpert Document ID:**

107311



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

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## Workplace Health, Safety and Risk Report

<b>DATE; 3 September 2019</b>		<input checked="" type="checkbox"/> Monthly	<input type="checkbox"/> Quarterly	<input type="checkbox"/> Yearly	<input type="checkbox"/> Two Yearly
<b>August 2019</b>					
<b>Objectives of WH&amp;S Management System Plan 2019-2021</b>					
<ol style="list-style-type: none"> <li>1. Comply with the intent of the Workplace Health and Safety Act 2011 in preventing a persons death, injury or illness being caused by a workplace, by a relevant workplace area, by work activities, or by plant or substances for use at a workplace</li> <li>2. Contribute to a Management framework that allows all work areas to manage WH&amp;S in a preventative way;</li> <li>3. Ensure that WH&amp;S is an integral part of effective business practice; and</li> <li>4. Clearly state the principles for managing WH&amp;S and how the organisation is expected to perform in accordance with legislative requirements</li> </ol> <p><i>The primary objective is to provide a structured methodology to conduct all WH&amp;S matters over an annual cycle.</i></p> <ol style="list-style-type: none"> <li>5. McKinlay Shire Council (MSC) Management team have identified the top 5 work health and safety risks to Council for 2019 and will be reviewed annually. These are:- <ul style="list-style-type: none"> <li>• Verification of Competency (VOC)</li> <li>• Contractor Management <ul style="list-style-type: none"> <li>- Sitepass is up and running. Endeavouring to have all contractors up into the system asap.</li> </ul> </li> <li>• Risk Management</li> <li>• Fit for work</li> <li>• Plant Risk Management</li> </ul> </li> </ol>					
<b>Quarterly KPI's</b>		<b>Measurement / Score</b>	<b>Detail / Information</b>		
80% of completed items indicated in QAP's		77%	See QAP's, Per Quarter and accumulative tally		
20% of carry over items indicated in QAP's		Added to RAP			
<b>Quarterly KPI's</b>		<b>Measurement / Score</b>	<b>Detail / Information</b>		
Progressive Statistics as above		✓	See QAP's Table following on P3 of this Report, Per month and accumulative tally		
Progressive incidents, LTI's and days lost over the year;		✓	Incident and Event Statistical information collated on P4 of this Report, Per month and accumulative tally		
Progressive lost time frequency and duration rates compared to the scheme		✓	LGMS Dashboard Information, P4 of Report		
Progressive costs of claims over the year;		✓	LGMS Dashboard Information, P4 of Report		
Hazard inspections completed as per the Hazard Inspection Matrix		✓	See Hazard Inspection Table on P3		
<b>Yearly KPI's</b>		<b>Measurement / Score</b>	<b>Detail / Information</b>		

Progressive monthly statistics as above	✓	See QAP's Table following on P3 of this Report, Per month and accumulative tally
Progressive incidents, LTI's and days lost over the year;	✓	Incident and Event Statistical information collated on P4 of this Report, Per month and accumulative tally
Progressive lost time frequency and duration rates compared to the scheme	✓	LGMS Dashboard Information, P4 of Report
Progressive costs of claims over the year;	✓	LGMS Dashboard Information, P4 of Report
Hazard inspections completed as per the Hazard Inspection Matrix	✓	See Hazard Inspection Table on P3
Results of Internal WH&S Management System Audit or the WHSA Annual Assessment Report	November 2019	To Schedule 2019 - Is currently in progress – all requirements for the audit have been put together and put onto a USB drive and posted to JLTA. Results are pending.  Email from John Egan 28/08/19 indicates that this will only be completed after next Region WHS meeting in November.
<b>Two (2) Yearly</b>	<b>Measurement / Score</b>	<b>Detail / Information</b>
Progressive Monthly and 3 monthly statistics as above	✓	See the following tables for statistical outcomes.
Results of an external WHS Management Systems Audit or the WHSA's Annual Assessment Report	50%	External LGW Audit Scheduled for; 13 <sup>th</sup> November 2017
Results of the overall, two yearly injury trend analysis	N/a	Ongoing statistical information following
<b>Additional Objectives</b> (WH&S Management System Plan 2019 / 2021)	<b>Measurement / Score</b>	<b>Detail / Information</b>
Sufficient resources trained to conduct SafePlan's Internal WHS Management Systems Auditing.	TBC	JLTA is completing current audit, will look to complete this if necessary.
The audit report will be accompanied by a Rectification Action Plan (RAP) that will be forwarded to the CEO, Senior Management and then to the WHS Committee for discussion.	✓	
Actions Register; number of actions outstanding	✓	See the Actions Register Table at P3
Training / Information completed as per 'Matrix for T5 Papers' / mapped training E3 LMS.	✓	In process of change over of systems, See Compliance training table at P3
Prestarts and Toolbox Meetings completed	✓	See Table at P3 for Consultation completions
<b>Key Outcomes</b>		
<ol style="list-style-type: none"> <li>1. Management and workers display commitment and involvement in achieving a safe and health workplace</li> <li>2. Appropriate consultative mechanisms are implemented</li> <li>3. Safe systems of work are implemented and maintained</li> <li>4. Plant and equipment is maintained in a safe condition</li> </ol>		

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

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

**Reference;**

MSC WHS Safety Management System Plan 2019-2021

Procedure, Performance Measures, April 2015 and

Procedure, WH&S Incentives and Awards, March 2014

**Compliance Training**

As per MSC WHS Safety Management System Plan 2019-2021

*E3 Learning has been mostly abandoned at this point with only the ELC Staff still completing it. Admin (Community & Corporate) staff will start Take 5's again in September, whilst Outside staff will continue it. Depot staff currently sitting at 53% completion of the Take 5's. Looking to improve upon this still (though this is a marked improvement on the E3 Learning).*

- No upcoming training at this point

**Key Performance Indicators**

As per 'Schedule, Hazard Management Inspection Register', and MSC WHS Safety Management System Plan 2019-2021 Including Quartely Action Plans (QAP's)

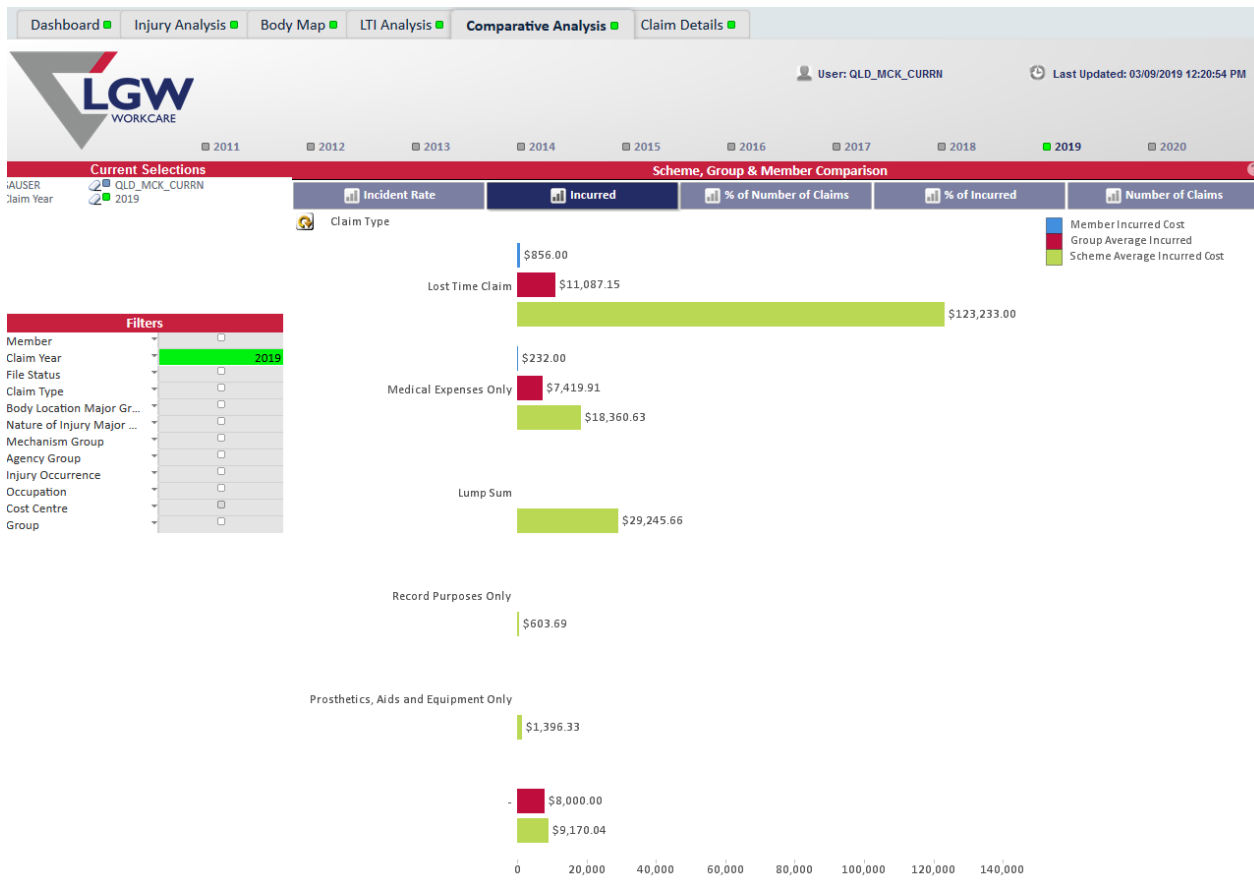
MONTH	Quarterly Action Plans (MAP's)						Audits / Hazard Inspections			Traffic Signage Checklist	Actions; Insp & Audits	WH&S Audits & Observ.	Consultation		Risk Management		Comments / Information	
	#	Total	Close Out	Comp %	Target	Transferred to CAR	Sched	Complete	Not Comp				P/Start	T/box	JSEA's & SWMS's	Plant & Equip		
Jan-19	12	12	7	58%	80%	5	42%	0	0	0	0	72	1	4				
Feb-Mar 19	19	19	16	84%	80%	3	16%	50	33	17	0	0	195	11	8			
Apr-Jun 19	12	12	10	83%	80%	2	17%	42	18	24	0	0	397	37	4			
Jul-Sep 19	12	12	10	83%	80%			47	11	36	130	0	258	10	9			
Oct-Dec 19	12				80%													
Jan-Mar 20	17				80%													
Apr-Jun 20	12				80%													
Jul-Sep 20	11				80%													
Oct-Dec 20	11				80%													
Jan-Feb 21	15				80%													
<b>Total 2018</b>	<b>133</b>		<b>43</b>	<b>77%</b>	<b>80%</b>	<b>90</b>	<b>25%</b>	<b>139</b>	<b>62</b>	<b>77</b>		<b>0</b>	<b>0</b>	<b>922</b>	<b>59</b>	<b>25</b>	<b>0</b>	

OUTSTANDING ACTIONS	Extreme Risk	High Risk	Moderate Risk	Low Risk	Details / Comments
Total 148	1	22	87	38	At 03/09/2019

*Extreme Risk; Identified issue with access to Kynuna Bore, EWP Access only – remove platform and ladder (dangerous)*  
*Actions are identified via Inspections, Audits, Incidents etc. and their risk assessed, with preventative or corrective actions identified to control the risk – this process improves the Health, Safety and compliance of the business.*

## LGW

As at 3 September 2019;



Comparison of MSC (blue) To Overall member group (red) – Shows MSC claims compared to Group & Scheme no of Claims

Total 2 claims for 2019 = \$8,566

Total 1 Claim for 2018 = \$279,715.65 (for 2017 Claim)

## Incidents and Events

### Incidents for MSC - 2019 YTD

MONTH	Total Reports	Injuries						Damage		Environ.	Hazards	Breach	Near Miss	Lost Time	
		LTI	RRTW	MTI	FAI	Report Only	Not work Related	Plant, Equ & Property	Vandalism					Spills	Procedural
Jan-19	1												1		
Feb-19	1												1		
Mar-19	4					1							3		
Apr-19	2												2		
May-19	2							2							
Jun-19	0														
Jul-19	1												1		
Aug-19	5							3					2		
Sep-19	0														
Oct-19	0														
Nov-19	0														
Dec-19	0														
<b>Total 2019</b>	<b>16</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>0</b>
<b>2019</b>															
Monday	3	19%			<b>0600 to 1200</b>	<b>6</b>	<b>38%</b>								
Tuesday	4	25%			1200 - 1600	7	44%								
Wednesday	4	25%			1600 - 0600	3	19%								
Thursday	4	25%			Unknown		0%								
Friday	1	6%													
Sat / Sun		0%													
	<b>16</b>	<b>100%</b>				<b>16</b>	<b>100%</b>								

There has been an increase in Near Miss reporting which has allowed for changes to be made before a serious injury occurs.

There was a potentially serious incident on the 26<sup>th</sup> of August where a "Ok" message from the Teletrac wasn't transmitted through via email. Navman is currently looking into this, they're saying there was a software glitch which they're rectifying. After this has been "fixed" testing will need to be completed before we can rely on the system. Sat phones should still be carried when travelling with just 1 vehicle.



## 11. MEMBERS BUSINESS

## 12. CLOSE