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Ordinary Meeting Agenda

PUBLIC

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

Monday 21st October 2019, 9:00am

Notice is hereby given that an Ordinary Meeting will be held at the Council Chambers,
Civic Centre, Julia Creek on 21st October 2019 at 9:00am.

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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 of Corporate and Community Services, Ms. Tenneil Cody
Executive Assistant, Ms. Maggie Rudolph

Other people in attendance:

Apologies:

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

3. DECLARATION OF CONFLICT OF INTEREST

Cr. B. Murphy

1. I declare that I have a Material Personal Interest in the matter of item 9.2.4 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 September Ordinary Meeting on 17th September 2019 be confirmed.



MCKINLAY SHIRE COUNCIL

UNCONFIRMED MINUTES

OF THE

ORDINARY MEETING OF COUNCIL

HELD AT THE

BOARDROOM, CIVIC CENTRE
JULIA CREEK

17th September 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 Reallocation Capital Works Funding
- 5.3 LATE – CONFIDENTIAL Tender 1819005 – Julia Creek Artesian Bath Houses & Landscaping Project

6. ENVIRONMENTAL & REGULATORY SERVICES REPORT

- 6.1 Environmental & Regulatory Services Monthly Report

7. COMMUNITY SERVICES REPORT

- 7.1 Community Services Monthly Report
- 7.2 JC Swimming Club Sponsorship Request

8. CORPORATE SERVICES REPORT

- 8.1 Corporate Services Monthly Report

9. CHIEF EXECUTIVE OFFICERS REPORT

- 9.1 Relocation Assistance Policy
- 9.2 Tender Consideration Plan - Plant Hire

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 9:10am.

2. ATTENDANCE ▲

Mayor: Cr. B Murphy

Members: Cr. N Walker, Cr. S Royes (via Teleconference), Cr. J Fegan

Staff:

Chief Executive Officer, Mr. Des Niesler

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

Community Services Team Leader, Mr. John Van Der Meer

Executive Assistant, Ms. Maggie Rudolph

Other people in attendance:

Nil

Apologies:

Cr. P Curr

PROCEDURAL MOTION

Cr. Philip Curr requests the acceptance of a leave of absence from the September 17th Ordinary Meeting of Council.

Resolution No. 078/1920

Cr. Philip Curr is granted a leave of absence from the September 17th Ordinary Meeting of Council.

Moved Cr. N. Walker

Seconded Cr. J. Fegan

CARRIED 4/0

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 ▲

Confirmation of Minutes of the Ordinary Meeting of Council held on 27th August 2019.

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 27th August 2019 be confirmed.

Resolution No. 079/1920

The Minutes of the Ordinary Meeting of Council held on 27th August 2019 are confirmed.

Moved Cr. J. Fegan

Seconded Cr. N. Walker

CARRIED 4/0

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 August 2019.

RECOMMENDATION

That Council receives the August 2019 Engineering Works Report.

Resolution No. 080/1920

Council receives the August 2019 Engineering Works Report.

Moved Cr. N. Walker

Seconded Cr. S. Royes

CARRIED 4/0

5.2 Reallocating of TIDS & R2R funding monies 2019/2020 FY Capital Works

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

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)

The table is the adjusted Capital Works Program 2019-2020 1.1 Infrastructure & Works and Roads.

	Cost	R2R	TIDS
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	
Total	\$1,200,000.00	\$700,000.00	\$500,000.00

Resolution No. 081/1920

Council resolves to endorse the adjusted Capital Works Program 2019-2020 1.1 Infrastructure & Works and Roads, as per the following table.

	Cost	R2R	TIDS
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	
Total	\$1,200,000.00	\$700,000.00	\$500,000.00

Moved Cr. J. Fegan

Seconded Cr. N. Walker

CARRIED 4/0

Adjournment – Cr. B. Murphy adjourned the meeting at 10:12am, to receive a short presentation from Ross Thinee of MITEZ.

Recommended – Cr. B. Murphy recommended the meeting at 10:30am.

Attendance – Cr. S. Royes left the phone at 10:32am.

Attendance – Cr. S. Royes returned to the phone at 10:36am.

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 August 2019.

RECOMMENDATION

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

Resolution No. 082/1920

Council receives the August 2019 Environmental and Regulatory Services Report.

Moved Cr. J. Fegan

Seconded Cr. N. Walker

CARRIED 4/0

PROCEDURAL MOTION**Resolution No. 083/1920**

Council resolves to accept late agenda item 5.3 – Tender 1819005 – Julia Creek Artesian Bath Houses & Landscaping Project.

Moved Cr. J. Fegan

Seconded Cr. S. Royes

CARRIED 4/0

5.3 LATE CONFIDENTIAL– Tender 1819005 – Julia Creek Artesian Bath Houses & Landscaping Project

This report is CONFIDENTIAL in accordance with *Section 275 1(e)* of the *Local government Regulation 2012*, which provides or a local government to resolve that a meeting be closed to the public if its Councillors consider it necessary to discuss *(e) contracts proposed to be made by it;*

Council had released Tender 1819005 for the purpose of obtaining;

Two additional Artesian Bath Houses, the construction of approximately 4000 sq. meters 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.

Council instructed the project team to approach the Tenders with the intension of decreasing the Tender amounts by decreasing the obtaining alternative design options.

This resulted in the loss of one Tender and a return from the other Tenders that was still beyond the current budget for the project.

The process of negotiation has reduced the Tenders return by a significant amount with the reduction of Separable Portion 3 to a fixed \$80,000.

The Tender returns currently stand at \$321,940 5% retention to be added to \$338,120 excluding GST.

Also one of the Tenders has removed the retention and maintenance section of their bid; this will require a readjustment to their bid for Council contractual security this would place both bids in the \$338,000 range.

Attendance – Executive Assistant, Maggie Rudolph, left and re-entered the meeting room at 10:55am.

Item 5.3 is deferred to later in the meeting.

Attendance – Director of Engineering, Environmental & Regulatory Services, David McKinley, left the meeting room at 11:00am.

Adjournment – Cr. B. Murphy adjourned the meeting at 11:00am, to receive a cattle business presentation from Vaughn Johnson.

Recommended – Cr. B. Murphy recommenced the meeting at 11:50am.

Attendance – Community Services Team Leader, John Van Der Meer, entered the meeting room at 11:50am.

7. COMMUNITY SERVICES ▲

7.1 Community Services Monthly Report

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

RECOMMENDATION

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

Resolution No. 084/1920

Council receives the Community Services monthly report for August 2019.

Moved Cr. J. Fegan

Seconded Cr. N. Walker

CARRIED 4/0

7.2 Julia Creek Swimming Club Sponsorship Request

The Julia Creek Swimming Club has kindly asked for a Community Sponsorship from Council to support the organization 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 towards organizing the event from the community Sponsorship Program.

RECOMMENDATION

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

Resolution No. 085/1920

That Council resolves to grant sponsorship, for the Julia Creek Swimming Club Gold & Black Ball 2019, of the amount of \$5,000.

Moved Cr. N. Walker

Seconded Cr. J. Fegan

CARRIED 4/0

Attendance – Community Services Team Leader, John Van Der Meer, left the meeting room at 12:32pm.

Attendance – Director of Engineering, Environmental & Regulatory Services, David McKinley, re-entered the meeting room at 12:33pm.

8. CORPORATE SERVICES ▲

8.1 Corporate Services Report

The Corporate Services Report as of 31st August 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 31st August 2019.

Resolution No. 086/1920

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

Moved Cr. S. Royes

Seconded Cr. N. Walker

CARRIED 4/0

9. CHIEF EXECUTIVE OFFICER ▲

9.1 Relocation Assistance Policy

Council is presented with the Relocation Assistance Policy V4.

RECOMMENDATION

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

Resolution No. 087/1920

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

Moved Cr. J. Fegan

Seconded Cr. S. Royes

CARRIED 4/0

CEO has withdrawn 9.2 Tender Consideration Plan as an agenda item.

Item 5.3 - LATE CONFIDENTIAL– Tender 1819005 – Julia Creek Artesian Bath Houses & Landscaping Project is brought back to the table.

Attendance – Chief Executive Officer, Des Niesler, left the meeting room at 12:38pm.

Attendance – Director of Engineering, Environmental & Regulatory Services, David McKinley, left the meeting room at 12:40pm.

Attendance – Chief Executive Officer, Des Niesler, re-entered the meeting room at 12:41pm.

Attendance – Chief Executive Officer, Des Niesler, left the meeting room at 12:43pm.

Attendance – Director of Engineering, Environmental & Regulatory Services, David McKinley, re-entered the meeting room at 12:49pm.

Attendance – Chief Executive Officer, Des Niesler, re-entered the meeting room at 12:54pm.

Attendance – Executive Assistant, Maggie Rudolph, left the meeting room at 12:55pm.

Attendance – Cr. N. Walker left the meeting room at 12:56pm.

Attendance – Executive Assistant, Maggie Rudolph, re-entered the meeting room at 12:57pm.

Attendance – Cr. N. Walker re-entered the meeting room at 12:58pm.

RECOMMENDATION

That Council resolves to;

a) request that the tender panel undertake an assessment of the Tender returns and make a new recommendation based on the returning bids.

OR

b) authorize the CEO to undertake direct negotiations with the responding Tenderers, in accordance with the “Principal’s rights after Tenders received” contained within the Tender documents, and via direct negotiations appoint a suitable contractor.

Resolution No. 088/1920

Council resolves to defer this item to a Special Meeting of Council, to be held within the next 14 days.

Moved Cr. J. Fegan

Seconded Cr. N Walker

CARRIED 4/0

Attendance – Director of Engineering, Environmental & Regulatory Services, David McKinley, left the meeting room at 1:40pm.

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 August 2019.

11. MEMBERS BUSINESS ▲

CEO Des Niesler

- mentions a request regarding swimming lessons at the Julia Creek Swimming Pool
- Council noted the correspondence of a request by Bec Climie
- Council has asked for a formal report to be provided for the next Council meeting from the responsible officer

Cr. N. Walker

- Attended the QRA Flood Mapping Meetings in Cloncurry with Ray Fleming, CEO, and Mayor

Cr. B. Murphy

- Attended the meeting held by DAF, Aurizon & Biosecurity QLD Meeting regarding the Julia Creek Dip and Yards - went well, clarified direction for improvement of Dip and Yards
- Direction needs to be given for Stage 2 of the current business case detail design for the new Child Care Centre
 - o a block of land needs identified for the new Centre
 - o land near the Footy Oval is a possibility

The date has been changed for the October Ordinary Council Meeting from 15th October to 21st October at 9:00am.

A Local Disaster Management Group meeting is set to be held 1st October at 1:00pm.

12. CLOSURE OF MEETING



The Chair of the meeting Mayor Belinda Murphy declared the meeting closed at 2:05pm.

UNCONFIRMED

4.2 BUSINESS ARISING OUT OF MINUTES FROM PREVIOUS MEETING



5.0 ENGINEERING SERVICES



Ordinary Meeting of Council Monday 21st October 2019

5.1 Subject: Engineering Services Monthly Report September 2019
Attachments: Nil
Author: Director Engineering and Environmental & Regulatory Services
Date: 1 October 2019

Executive Summary:

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

Recommendation:

That Council receives the Engineering Services monthly report for September 2019.

Background:

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

Engineering Operations

RMPC

- Cleaning culverts on the beef Road and Cloncurry Road
- Road and sign Inspections
- Patching on Beef Road

	Actual	Budget
1610 RMPC Works	\$223,446	\$1,420,878

The aim is to have expended 60% of the approved budget by December 2019 end. To achieve this, Council Crews formally deployed to assist with NDDRA works will be used to support RMPC Crew.

Cannington Road

Routine maintenance along Cannington Road to include repairs to Road side signs, dead animal/vegetation removal and general tidy up.

Sections of Cannington Road driving surface and pavement in need of reinstatement have been measured for planned stabilisation re-sealing works that will coincide with other Council capital works for this financial year.

	Actual	Budget
1630 Cannington Road Works	\$35,518	\$580,000



Maintenance

Dry grade maintenance continues, Council Crews deployed to undertake reactive works on demand. NDRRA works continue on shire roads along with DFRA works are being carried out on Taldora road.

	Actual	Budget
1100 Repairs & Maintenance Shire Roads	\$328,013	\$1,230,000

Town Streets, routine maintenance ongoing

	Actual	Budget
1100 Town Streets – Repairs and Maintenance	\$29,776	\$157,000

Water and Sewage

- Assist with Dirt & Dust shed plumbing
- McKinlay Depot; install septic tank, Transportation buds, new water service as the old one was 40mm gal pipe running across the property onto another property and install drainage and connect water to new accommodation.
- Water run; all results show acceptable limits with exception to Fluoride levels at Julia Creek
- SWIM Data, helping Megan with SWIM data inputs
- Kynuna, regular checks on filtration plant, have had good reports from Colin
- Help connect tank at McKinlay for stock routes
- Fix broken water pipe at Kynuna
- Repaired 3 blocked drains all prior works
- Sort quotes for 110m³ contact tank Kynuna treatment plant;
- Prepare RFQ documentation for the dismantlement and removal of fiberglass tank and stand at Kynuna Water Facility – RFQ to be issued on 11 September 2019;
- Laundry at 8 Byrne St, updated old water lines and new drain for laundry sink.

	Actual	Budget
1800 Operational Costs – Julia Creek Water	\$36,200	\$190,000

	Actual	Budget
1810 Operational Costs – McKinlay Water	\$2,932	\$15,000

	Actual	Budget
1820 Operational Costs – Kynuna Water	\$12,228	\$35,000

	Actual	Budget
1830 Operational costs – Nelia Water	\$1,271	\$8,000

	Actual	Budget
1900 Operational Costs – Julia Creek Sewerage	\$19,202	\$170,000



Work shop

Nil

	Actual	Budget
1510 Repairs and Maintenance - Plant & Vehicles	\$234,756	\$1,195,000

Parks and Garden

- Irrigation repair work from the flood at RV Park have been carried out
- 200 tree`s have been planted in town
- Watering at McIntyre Park has been on going
- Tree pruning at the Cloncurry gates
- Emptying wash down bay pit a few times a week due to excessive cattle movement
- Repairs on irrigation at Julia Ck cemetery
- David Jones has retired from work
- Ordered Dog Park irrigation and koppers logs
- Extra time has been put into oval to make ready for Town versus Country Footy game.

	Actual	Budget
2700 Parks & Gardens and Amenities – Operations	\$197,387	\$655,000

Airport

See attached report to Council.

Airport Manager has been progressing with CASA’s Safety Findings that were picked up in their Surveillance Event from 15/07/2019 – 17/07/2019. All but one (1) has been completed (Emergency Exercise). Emergency Exercise is scheduled to be conducted on the 18th October 2019.

The following works occurred during the month;

- Road around fence was graded inside and outside;
- New PAL/AFRU installed, flight test to occur in October;
- Weeds along the runway strip were sprayed by Local Laws Officer;
- Marshalling Line sprayed on the apron by Works Staff as required by CASA;
- Light trenches were filled and compacted at each runway end by Works Staff;

	Actual	Budget
1300 Airport Operational Costs	\$33,990	\$125,000



Ordinary Meeting of Council Monday 21st October 2019

2018 Shire Road Flood Damage

Three Contract crews and one Council crew`s 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)	\$ 5,612,995.39	53%
Operational Position		
Overall	75% Completion	

Completed works include:

30.18	31.18	33.19	34.19
Wyaldra Road	Gilliat – McKinlay Road	Old Normanton 1	Julia Creek Yorkshire
Debella Road	Oorindi Road	Gilliat Plains	Kynuna Middleton
Punchbowl Road	Beenfields Road	Ernestina	
Alisona Road	Eulolo Road	Old Normanton 2	
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 Gidgery 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 Monday 21st October 2019

- Emergent Works Claim finalised
- Works commenced on Taldora Road
- Remaining Submissions uploaded in MARS
- Delivery Strategy Report for 2019 Works has been forwarded to the CEO
- Gilliat McKinlay Betterment Submitted

Projects

Sewerage Treatment Plant – Stage 2

The project construction components have been completed.

The plant's commissioning and optimization period has found a number of loading and filtering process associated with the original stage one equipment that will require correctional works.

Bath House Landscaping

Council has engaged SNR Morgan as the successful tender for this contract.

The contractor's plans indicated that their preliminary design and project schedule will be available for presentation at Council's October meeting.

Bush Kitchen

The kitchen's foundations have been installed, the services layout for this location is in the planning stage, and the container is awaiting transport.

D&D Shed

The internal fit out of the venue is under way.

Flooring, internal walls and services roughing's have been installed.

Final fit is underway.

Kynuna Water

The upgrade of the water filtration system and the installation of a second town pump has been completed. The proposed telemetry installation is subject to the availability of the contractor.



Ordinary Meeting of Council Monday 21st October 2019

Kynuna Park

The completion of this works are currently subject to the availability of the contractor 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, the installation of 2 x 2.5 meter slabs for table and chair settings and 6.5 x 6.5 meter shade shelter. This area will also have 2 sitting chairs and table sets and drinking fountain.

Other Capital works

- McKinlay accommodation almost complete;
- McKinlay septic tank replacement almost complete;
- Julia Creek dog park almost complete;
- Julia Creek swimming pool fence completed;
- McIntyre Park arena light completed;

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:

108065



CONFIDENTIAL

5.2 Subject: Tender 1819005 – Artesian Bath Houses & Landscaping Concept Design Update

Attachments: Preliminary Landscape Concept *InfoXpert ID: 108080*

Landscape Transmittal A *InfoXpert ID: 108081*

Authors: Executive Assistant, Project Manager

Date: 14 October 2019

Confidentiality:

This report is CONFIDENTIAL in accordance with *Section 275 1(e) of the Local Government Regulation 2012*, which provides for a local government to resolve that a meeting be closed to the public if its Councillor's consider it necessary to discuss *(e) contracts proposed to be made by it*.

Executive Summary:

Council is presented with the latest iteration of the concept designs for the Artesian Bath Houses and Landscaping from successful tenderer of T1819005, SNR Morgan. At the time of writing this report, Council staff have yet to receive the last iteration of these designs, however they have been advised that the Tenderer should have these designs finished by Friday, 18 October.

Recommendation:

That Council;

(a) review and consider the updated concept design, and

(b) provide feedback where appropriate,

for the additional Artesian Bath Houses and Landscaping, provided by the successful Tenderer of T1819005, SNR Morgan.

Background:

Under his delegation, the CEO has accepted a tender for T1819005. In Council Briefing, the original plans for the accepted Tender, SNR Morgan, were critiqued to get an updated Concept Design.

These critiques included, but were not limited to;

Spa Baths Huts:

- No glass
- Barn doors instead of glass doors
- make sure deck is wide enough to hold chairs

Landscaping:

- No lawn

As requested by members of Council, the updated concept designs for the additional Artesian Bath Houses and Landscaping are to be supplied by SNR Morgan.

In an email from SNR Morgan on 10 October 2019, Council has been advised of the following:

- New concept plan will be ready on 18 October 2019
- SNR Morgan have engaged PLACE DESIGN GROUP to draw up the concept plan, finished surfaces plan and planting list
- Individuals have been assigned to draft the bathhouse plans and deck extension



Ordinary Meeting of Council Monday 21st October 2019

Comments:

- Some updated plans of the Landscaping element are attached
- We are still waiting for updated plans on the Spa Bath Huts, these will be presented at the Council Meeting

Consultation:

David Sechtig – Council Projects Manager
Phil Beddows – Operations manager SNR Morgan
Place Design Group

Legal Implications:

Nil

Policy Implications:

NA

Financial and Resource Implications:

NA

Risk Management

NA

InfoXpert Document ID:

108082

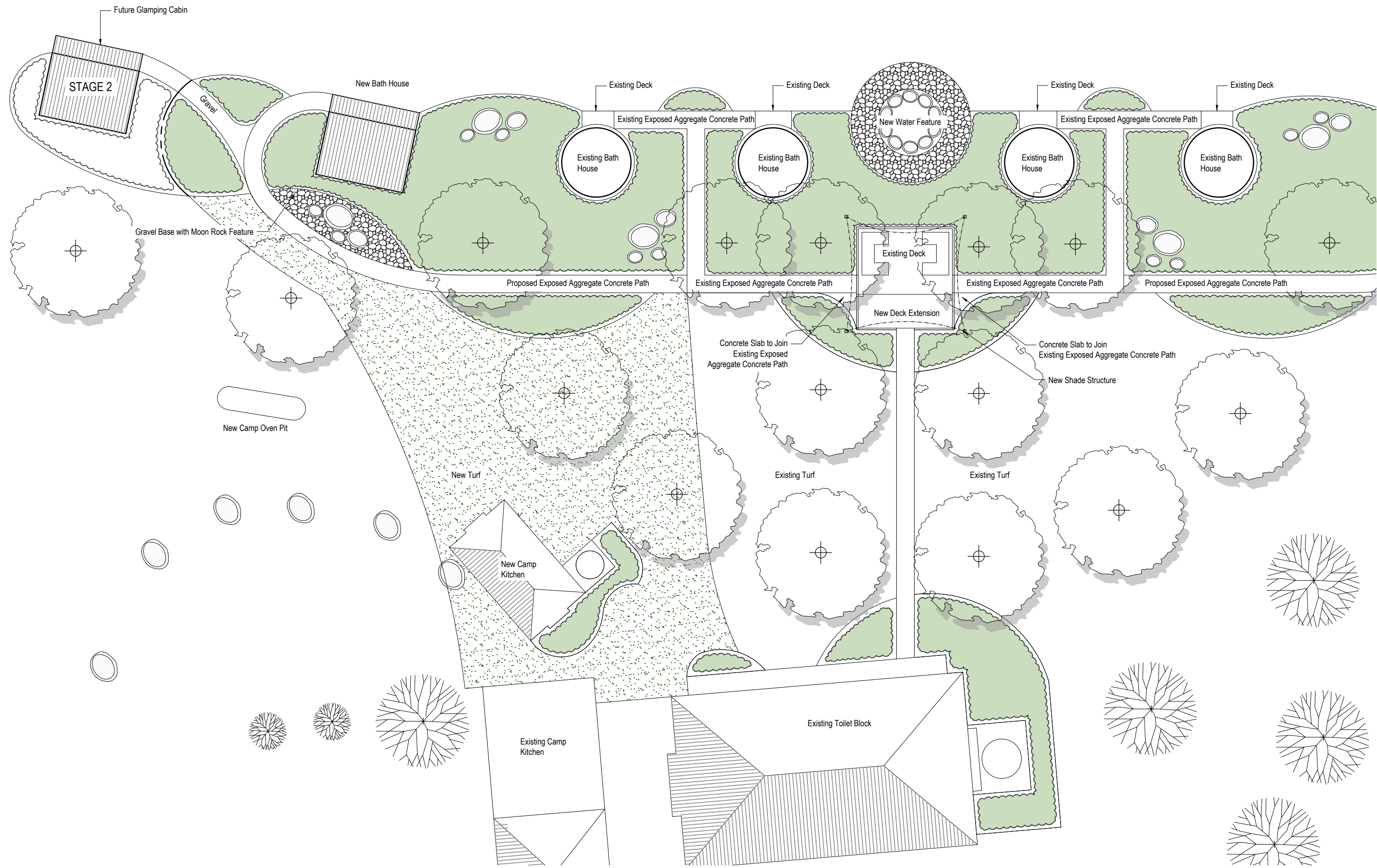


Artesian Bath Houses, Julia Creek LANDSCAPE CONCEPT PLAN

SHEET 1 of 4

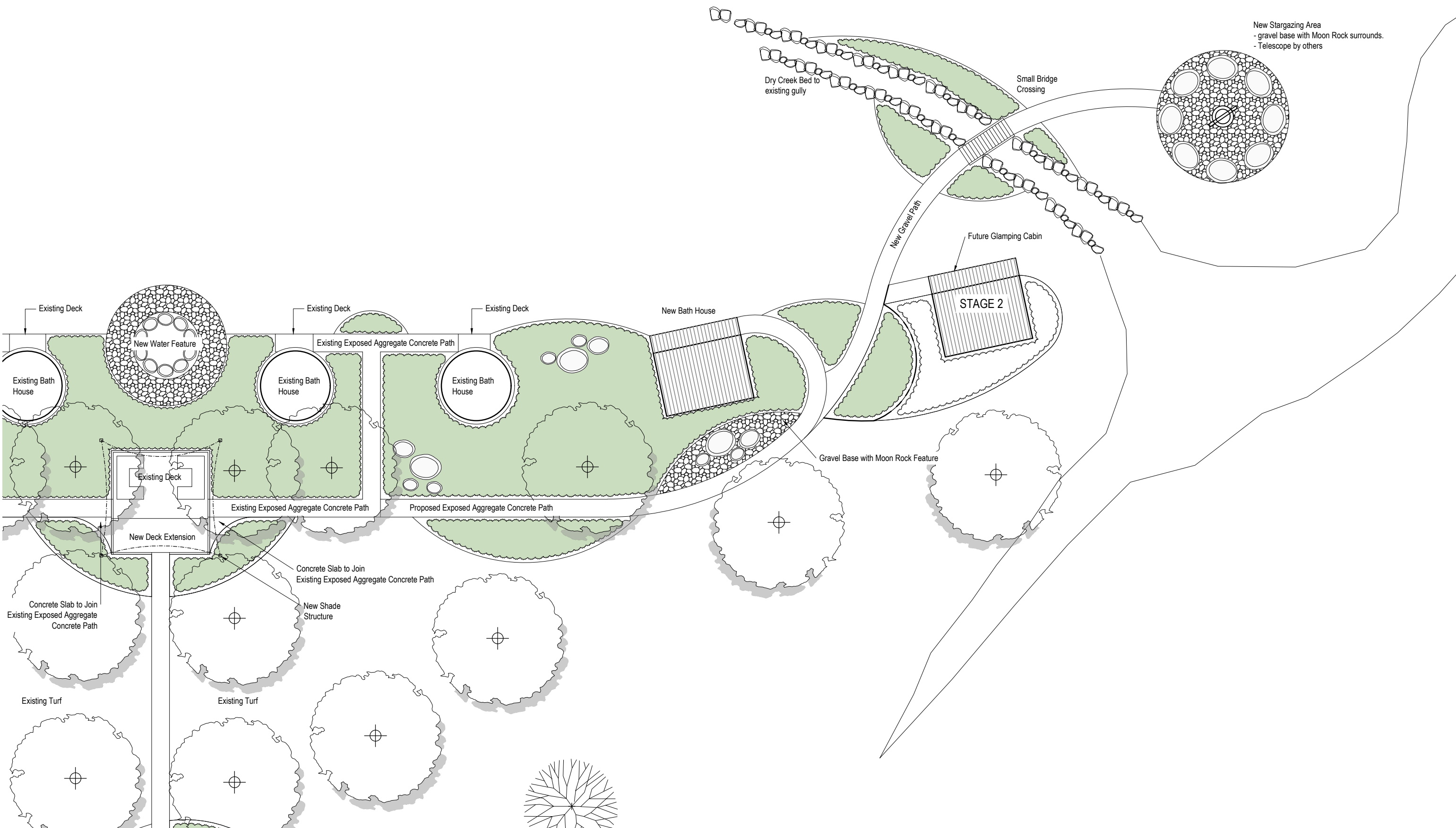
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Artesian Bath Houses, Julia Creek
LANDSCAPE CONCEPT PLAN





TREES



EUCALYPTUS tereticornis
Forest Red Gum



EUCALYPTUS alba
White Gum



PELTOPHORUM pterocarpum
Yellow Flame Tree



CUPANIOPSIS anacardioides
Tuckeroo

SHRUBS, TUFTING PLANTS & GROUNDCOVERS



ANIGOZANTHOS species
Kangaroo Paw



Callistemon pearsonii 'Rocky Rambler'
Rocky Rambler



GREVILLEA dryandri
Dryander's Grevillea



LEPTOSPERMUM petersonii 'Little Lemon Scents'
Little Lemon Scents



LEPTOSPERMUM scoparium 'Burgundy Queen'
Burgundy Queen



MELALEUCA thymifolia
Thyme-leaf Honey-myrtle



PENNISETUM alopecuroides
Swamp Foxtail



PENNISETUM advena 'Rubrum'
Purple Fountain Grass

DOCUMENT REGISTER/TRANSMITTAL



Page 1 of 2A

Project Title : Artesian Bath Houses	Day	Date of Issue												
		Month	11	14										
		Year	10	10										
Project No. : 3019073		19	19											

Distribution	No. of Copies												
SNR Morgan - Phil Beddows	1	1											
Project Plants Trade Centre - Mark Woodman	1												

Purpose	A=As Requested B=As Built CA=Council Approval C=Construction I=Information Update R=Review T=Tender	R	R										
Medium	B=Black & White Copy C=Colour Copy D=Disk E=Electronic Transfer O=Original OT=Other A=Aconex	E	E										
Size		A3	A3										

Document No.	Document Title	Issue											
3019073-L-001	Locality Plan & Landscape Drawing Schedule												
3019073-L-002	Landscape Specification Notes - Sheet 1												
3019073-L-003	Landscape Specification Notes - Sheet 2												
3019073-L-011	Landscape Finishes Schedule												
3019073-L-021	Landscape Finishes Images												
3019073-L-031	Plant Schedule												
3019073-L-041	Plant Images												
3019073-L-101	Landscape Demolition Plan - Sheet 1												
3019073-L-102	Landscape Demolition Plan - Sheet 2												
3019073-L-201	Landscape Surface Finishes Plan - Sheet 1												
3019073-L-202	Landscape Surface Finishes Plan - Sheet 2												
3019073-L-301	Landscape Set Out Plan - Sheet 1												
3019073-L-302	Landscape Set Out Plan - Sheet 2												
3019073-L-401	Landscape Grading Plan - Sheet 1												
3019073-L-402	Landscape Grading Plan - Sheet 2												
3019073-L-501	Landscape Furniture & Lighting Plan - Sheet 1												
3019073-L-502	Landscape Furniture & Lighting Plan - Sheet 2												
3019073-L-601	Upper Canopy Planting Plan - Sheet 1												
3019073-L-602	Upper Canopy Planting Plan - Sheet 2												
3019073-L-701	Understorey Planting Plan - Sheet 1												
3019073-L-702	Understorey Planting Plan - Sheet 2												

DOCUMENT REGISTER/TRANSMITTAL



Page 2 of 2A

Project Title : Artesian Bath Houses Julia Creek	Day	Date of Issue												
		Month	11	14										
			10	10										
Project No. : 3019073	Year	19	19											

Distribution	No. of Copies												
SNR Morgan - Phil Beddows	1	1											
Project Plants Trade Centre - Mark Woodman	1												

Purpose	A=As Requested B=As Built CA=Council Approval C=Construction I=Information Update R=Review T=Tender	R	R										
Medium	B=Black & White Copy C=Colour Copy D=Disk E=Electronic Transfer O=Original OT=Other A=Aconex	E	E										
Size		A3	A3										

Document No.	Document Title	Issue											
3019073-L-801	Custom Plan - Sheet 1												
3019073-L-802	Custom Plan - Sheet 2												
3019073-L-901	Landscape Details - Sheet 1												
3019073-L-902	Landscape Details - Sheet 2												
3019073-LSK-101	Landscape Concept Plan - Sheet 1 of 4	A	B										
3019073-LSK-102	Landscape Concept Plan - Sheet 2 of 4	A	B										
3019073-LSK-103	Landscape Concept Plan - Sheet 3 of 4	A	B										
3019073-LSK-104	Proposed Plant Species - Sheet 4 of 4	A	B										
-	Landscape Opinion of Probable Costs												



6.0 ENVIRONMENTAL & REGULATORY SERVICES



Ordinary Meeting of Council Monday 21st October 2019

6.1 Subject: Environmental and Regulatory Services Report – September 2019

Attachments: None

Author: Environmental & Regulatory Services Team Leader

Date: 10th October 2019

Executive Summary:

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

Recommendation:

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

Background:

This report outlines the general activities of the department for the month of September 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:

108025



1 – Refuse Collection and Disposal

1.1 - Budget

		Actual	Budget
ENVIRO1.1	3100 - Refuse Collection Revenue	\$42,852	\$82,376

		Actual	Budget
ENVIRO1.2	3100 - Kerbside Rubbish Collection	\$5,994	\$41,000

		Actual	Budget
ENVIRO1.3	3110 - Refuse Disposal Revenue	\$21,607	\$41,678

		Actual	Budget
ENVIRO1.4	3110 - Refuse Disposal Operational Costs	\$15,156	\$85,000

1.2 - Report

Julia Creek Waste Facility

The facility continued to be pushed during the month.

Cameras are delayed, hoping to have installed by November.

2 – Environmental Health Services

2.1 - Budget

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

		Actual	Budget
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 September 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 and were forwarded onto food businesses within the shire.

3 – Local Law Administration

3.1 – Budget

		Actual	Budget
ENVIRO3.1	3210 - Animal Registration Fees	\$4,018	\$5,000

		Actual	Budget
ENVIRO3.2	3210 - Fines & Penalties – Animal Control	\$480	\$1,000

		Actual	Budget
ENVIRO3.3	3210 - Animal Boarding	\$558	\$2,500

		Actual	Budget
ENVIRO3.4	3210 - Local Law Administration	\$26,106	\$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

Activity	Number/Details
Impoundings and notices	Two (2) Dogs
Euthanized/Destroyed/Rehomed	One (1) Dog was handed in and rehomed
Verbal/Written/Official warning	One (1) Written Warning in relation to burning rubbish in township
Complaints	Nil
Dog Boarding	Eight (8)
Removal of Dead Animals	Two (2)
Trapping Locations & Results	Cat trap placed at a private residence with no cats being trapped

Reminder Notices for Dog Registrations have been sent out. If payment is not received within 7 days from date of notice infringement notices will be issued.

The Local Laws Officer attended the Humane Destruction Course in Bedourie at the end of September.



4 – Noxious Weeds and Pest Control

4.1 – Budget

		Actual	Budget
ENVIRO4.1	3220 - Pest Plant & Animal Control Funding	\$0	\$0
ENVIRO4.2	3220 - Truck Washdown Bay Revenue	\$6,535	\$20,000
ENVIRO4.3	3220 - Dingo Baits (Revenue)	\$295	\$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	\$11,527	\$195,000
ENVIRO4.6	3230 - Pest Animal Control Program	\$2,052	\$77,000

4.2 – Report

Fogging

No fogging occurred during the month.

Pest Control

The Local Laws Officer sprayed the Cultural Workshop for red back spiders during the month.

Feral Animal Control

100 Factory baits were issued in September.

No Dingo Scalps were presented in September.

The October Round of 1080 Baiting is set for 21-25 October 2019. Participation flyers have now been sent out.

Pest Weed

Prickly trees along the Nelia-Bunda Road were sprayed during the month.



Washdown Bay

Facility has been running fine.

5 – Livestock Operations

5.1 – Budget

		Actual	Budget
ENVIRO5.1	3235 - Livestock Weighing Revenue	\$14,032	\$56,000

		Actual	Budget
ENVIRO5.2	3235 - Livestock Cattle Train Loading Revenue	\$17,196	\$20,000

		Actual	Budget
ENVIRO5.3	3235 - Livestock Operational Costs	\$20,956	\$68,000

5.2 - Report

Julia Creek Livestock Facility

There were 471 cattle weighed up until 24/09/2019 at the Livestock Facility.

Table 2 - Livestock Weighing Month and Year Totals

MONTH	2013	2014	2015	2016	2017	2018	2019
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	1280
OCTOBER	1153	790	1252	4613	1127	4708	
NOVEMBER	357	508	36	1011	2673	4788	
DECEMBER	0	240	0	234	340		
TOTAL FOR YEAR	15,427	11,890	27,311	18,958	17,803	27,531	7,999

Livestock Operations (Cattle Loading)

A total of 2,098 head of cattle loaded during September with a total of five (5) 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	2098
OCTOBER	1800	3122	0	1070	0	3424	
NOVEMBER	0	3439	0	1641	0	1458	
DECEMBER	0	0	0	144	0	0	
TOTAL FOR YEAR	45572	38826	32711	22344	18772	11371	14837

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	\$2,394	\$70,700

	Actual	Budget
ENVIRO6.5 3300 - Reserves Agistment Fees	\$5,610	\$15,000

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

	Actual	Budget
ENVIRO6.7 3300 - Stock Route Maintenance	\$28,758	\$158,000



		Actual	Budget
ENVIRO6.8	3300 - Reserves Expenses	\$1,329	\$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.

The following works occurred on stock route facilities during the month;

- New troughs have been installed at 49 Mile under the Capital Works Program.
- New rubbers and pipe work at McKinlay
- New rubbers at Gilliat
- New float at Baroona
- Troughs filled in at Na Vista
- New buckets in at Ding a ding Stock Route Mill

Cemeteries

		Actual	Budget
ENVIRO6.9	3400 - Cemeteries	\$4,123	\$17,000

A letter was received from a concerned citizen in regards to grave sites not having a marker and the grave sites may not be able to be identified in the future. Council staff met up to discuss options and is currently trying to source markers.

7 – Work Program (Workcamp)

7.1 - Budget

		Actual	Budget
ENVIRO7.1	3600 - Work Program	\$8,466	\$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	Works conducted when required



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equipment and cleaning areas	
Mowing/Whipper Snipping around Sale Yards	Mowing conducted when 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 the Pony Club	Ongoing
Assistance with Workshop (Diesel Fitter)	Ongoing

8 – Housing, FRB and Community Centre

8.1 – Budget

		Actual	Budget
ENVIRO9.1	3810 - Council Property / Staff Housing Program Rev	\$34,190	\$75,000

		Actual	Budget
ENVIRO9.3	3810 - Council Property / Staff Housing Program Exp	\$84,260	\$150,000

		Actual	Budget
ENVIRO10.4	3820 - Community Centre Hire Fees	\$2,864	\$4,000

		Actual	Budget
ENVIRO10.4	3820 - FRB Centre RENT	\$8,582	\$30,000

		Actual	Budget
ENVIRO10.5	3820 - FRB Units & Community Ctre Operational Costs	\$19,911	\$63,000



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	Nil
Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil
Notes	General Maintenance performed when required. New stove/exhaust fan installed in 8 Byrne Street

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.



9 – Land and Building Development

9.1 - Budget

		Actual	Budget
ENVIRO11.1	3900 - Revenue	\$0	\$2,500

		Actual	Budget
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

		Actual	Budget
ENVIRO12.1	2760 - SES Grants	\$0	\$80,368

		Actual	Budget
ENVIRO12.2	2760 - Natural Disaster Grants	\$6,102	\$6,780

		Actual	Budget
ENVIRO12.3	2760 - Disaster Management Operational Costs	\$10,065	\$25,500

10.2 - Report

Disaster Management

No incidents activated the LDMG during the month of September.



7.0 COMMUNITY SERVICES



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

Executive Summary:

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

Recommendation:

That Council receives the Community Services monthly report for September 2019

InfoXpert Document ID:

107978

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

Grants – incoming and outgoing

This part describes submitted, approved and updates grant applications.

Far North Queensland Monsoon Trough Grant

On Thursday 3 October 2019, Council staff received confirmation from the Queensland Government that the grant application for 3 projects under the FNQ Monsoon Trough have been approved.

Council applied for the following three projects

1. Back-up emergency fuel pod at Julia Creek Airport
2. Up to two new video-clips at the VIC
3. Changeable lights at water tower

Building our Regions Round 5 – Planning project

On Friday 27 September 2019, Council staff submitted the application for the Building our Region Round 5 Planning projects regarding a feasibility study towards expanding the RV Park area. The application focuses on a feasibility and environmental study valued including contingencies to be delivered in this financial year. Outcome of the decision by the DSDMIP is expected within several weeks i.e. ~ 15 November 2019.

Building our Regions – Round 4 – Julia Creek Smart Hub – update DSDMIP

Milestone 2 reporting for the approved design and construction of the Smart Hub, was submitted on 2 October 2019. The update was approved pending Council's separate resolution on the commitment to contribute the 50% co-contribution which is part of Council's 2019/20 operational



budget. We will send the update version of the Milestone 2 Report after Council's adoption of the resolution (see separate document on this topic)

McKinlay Shire Council - Small Business Grant

As at 7 October, we have received 12 SBG applications so far and we expect several more. The community email which is sent out every week and states that local businesses should apply and refrain from self-assessing. Local business which have not yet submitted an application will be actively contacted to invite them to considering applying for the SBG.

Meanwhile, the approved SBG applications will be paid out over the coming weeks.

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. \$45,047 compared to \$74,117 in August. This represents a decrease of 40%.

Type of service	JUNE Revenues (incl GST)	Total (incl GST)	JULY revenues (incl GST)	Total (incl GST)	AUGUST Revenues (incl GST)	Total (incl GST)	SEPTEMBER Total (incl. GST)
Donga Units		\$3,570		\$1,742		\$2,870	\$3,350
Powered Sites		\$33,049		\$44,269		\$36,389	\$16,709
Cabins		\$20,689		\$12,240		\$15,480	\$13,480
Storage		\$240		\$126		\$461.20	\$640
Unpowered Sites		\$5,186		\$8,256		\$6,412	\$2,902
Sub Total		\$62,734		\$66,633		\$61,612.20	\$37,161
Artesian Baths incl. salts		\$5,625		\$10,134		\$8,476	\$4,744
McIntyre Park		\$15		\$500		\$575	\$0
Cheese Platters		\$200		\$550		\$725	\$500
Laundry		\$1,601		\$2,089		\$2,407	\$942
Long Term Stay		\$1,560		\$560		0	\$1,700
Calculated Total		\$71,720		\$80,466		\$74,117.20	\$45,047

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

Bush Dinner – 2019 Attendance and Revenue

The Bush Dinners ended on 9 September 2019 and has seen 14 groups to participate. In total, those groups served 2,082 meals over the 20 weeks. This accumulates to \$31,230 (at \$15 per meal) in income for the groups. This does not include any raffle monies they may have collected.

Since inception of the initiative in 2013, there have been 25 different local groups who have served 11,508 meals representing a value of \$172,620 (calculated as 11,508 * \$15).

Library Services

On Monday 16 September 2019, Chris and John visited McKinlay Library. The aim of the visit was to talk to Ann (local police officer and library volunteer) to determine the appetite for a local library



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and come up with a sustainable way forward to keep the library open. In a previous meeting with Council, it was raised that it is financially unviable to open the library. We agreed that Ann would inventory local membership of the State Library and we would come up with a plan to promote the library both to locals and visitors. As such, the library will be part of a larger McKinlay Visitor Attraction Strategy Plan.

Meanwhile, many – if not all - McKinlay residents (adults and juniors) have applied for a membership which underlines the desire to keep the local library open and functional.

Topic	September	August	July	June	May	April
New Members May 2019	+15	+4	-17	5	2	4
Adults	269	259	261	276	271	269
Juniors	98	93	87	89	89	89
Total individuals	367	352	348	365	360	358
Institutions	2	2	2	2	2	2

Table 2: Members overview changes JC Library

The library recorded the following Services

Service Provided	September	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 (September and August data to be added in next report)

The diagrams of the loans and visitors are as follows

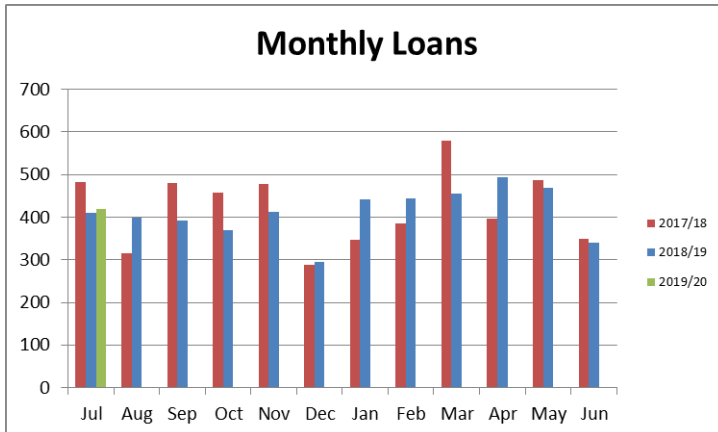


Figure 1: Monthly Loans JC Library 2016 - present

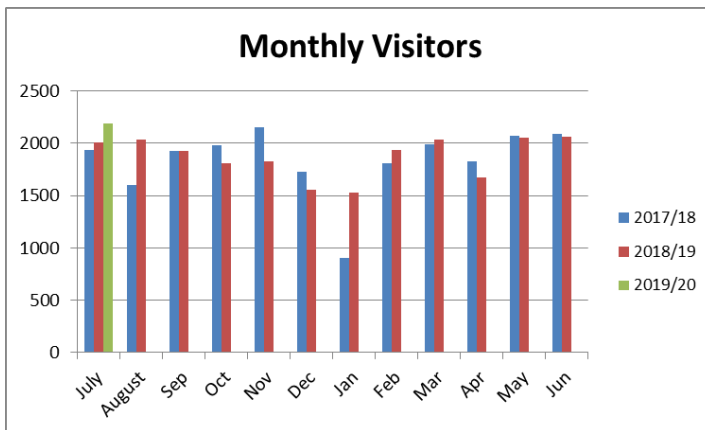


Figure 2: Monthly visitors library years 2016 - present

Tourism

September 2019 | VIC visitors number | 1,130 compared to 1,036 last year, or +9%

In September 2019, the team welcomed 1,130 visitors to the Julia Creek Visitor Information Centre (VIC) compared to 1,036 visitors in September 2019 – an increase of 9%. The year-to-date data show a total of 11,111 visitors to the VIC compared to 10,154 visitors over the same period in 2018 – a decrease of 0.4%.

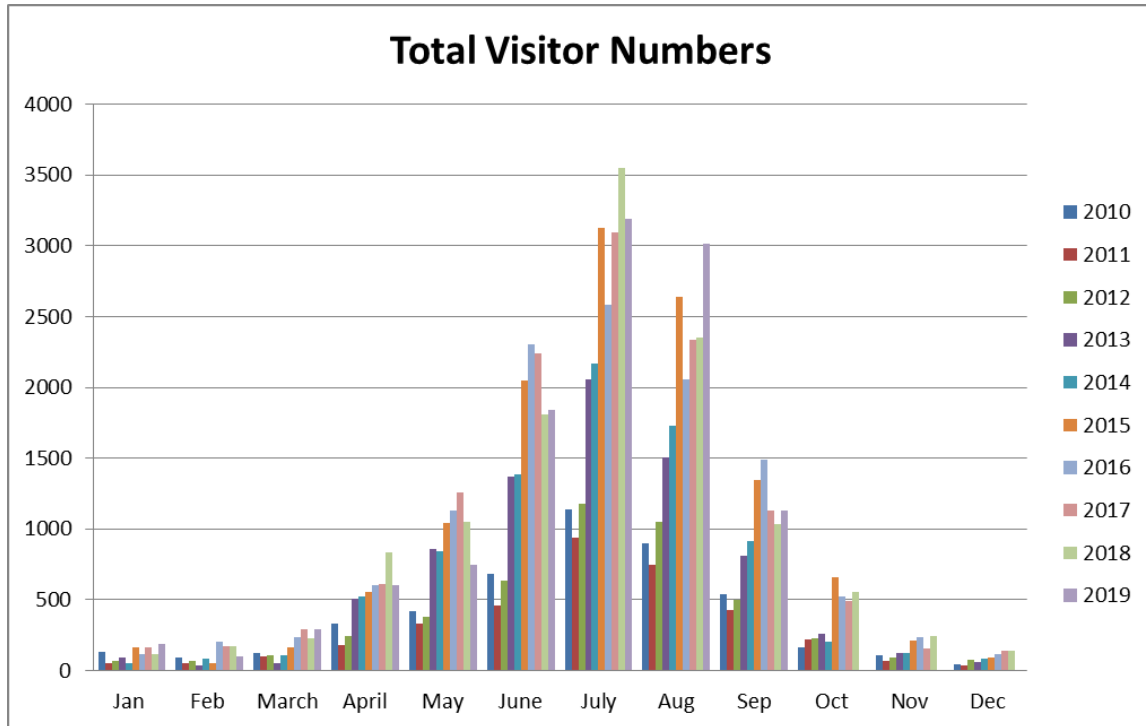


Figure 3: Tourism - total number of visitor 2010-present per month

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%	1,130	+9%
October	490	558	13.88%		
November	157	240	52.87%		
December	141	139	-1.42%		
Total	12,080	12,091	0.09%	11,111	

Table 4: Detailed visitor numbers 2017 - present per month

September 2019 | VIC Locals | 8 compared to 10 last year, or -/- 20%

In September 2019, the VIC team welcomed 8 local visitors compared to 10 in September 2018 – a decrease of 20%. There have been 315 local visitors to the Julia Creek Visitor Information Centre this



year to date (YTD) compared to 353 visitors over the same period in 2018 - a decrease of 10.7% between 2018 and 2019 YTD figures.

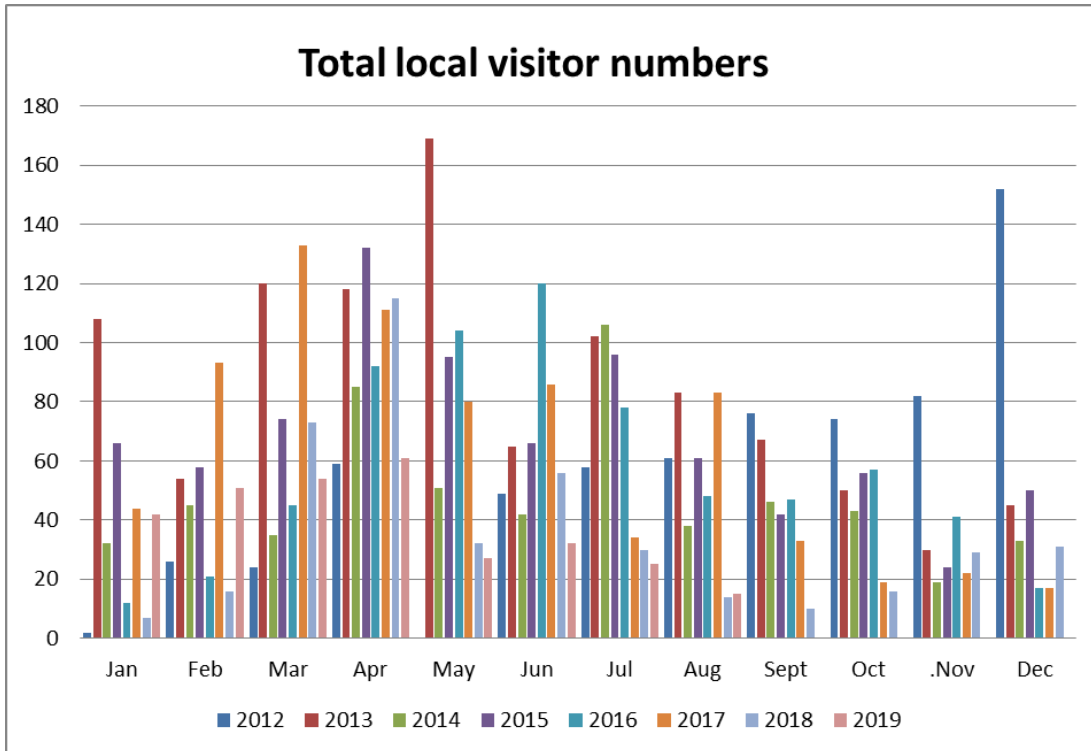


Figure 4: local visitor numbers - 2012 to present per month

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%	8	-20%
October	19	16	-15.8%		
November	22	29	31.8%		
December	17	31	82.4%		
Total	755	429	-43.2%	315	

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

The largest markets are visitors from the usual states i.e. Queensland (45%), NSW (24%) and Victoria (19%) accounting for ~88% of total visitor origins.

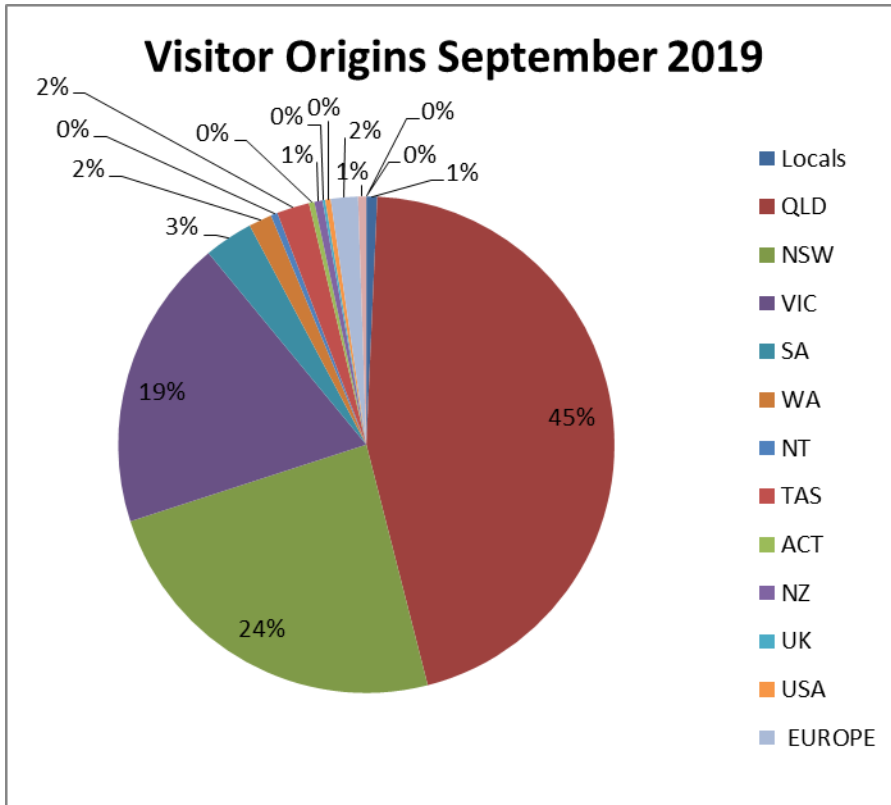


Figure 5: Visitor Origins September 2019 - state and international

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

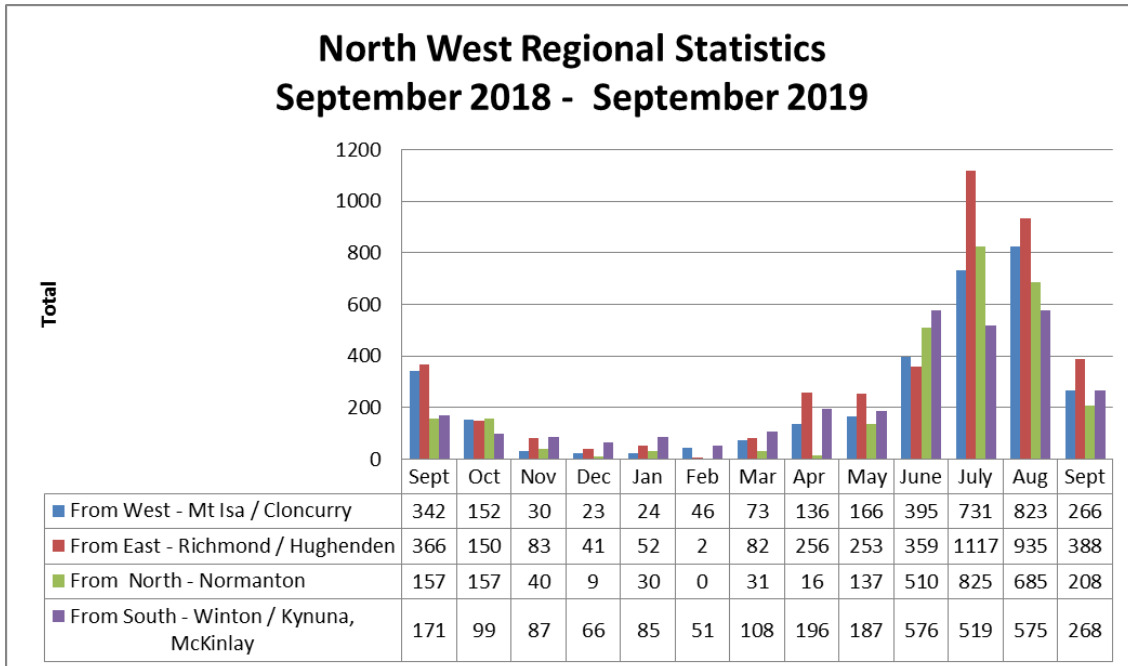


Figure 6: North-West statistics - different regions last 12 months
Beneath the Creek



There were 312 entries to 'Beneath the Creek' in September 2019 compared to 336 in September 2018 – a 7% decrease. Looking at YTD data, we see that there have been 2,686 entries to Beneath the Creek compared to 2,687 over the same period in 2018 which represents a 0.03% decrease.

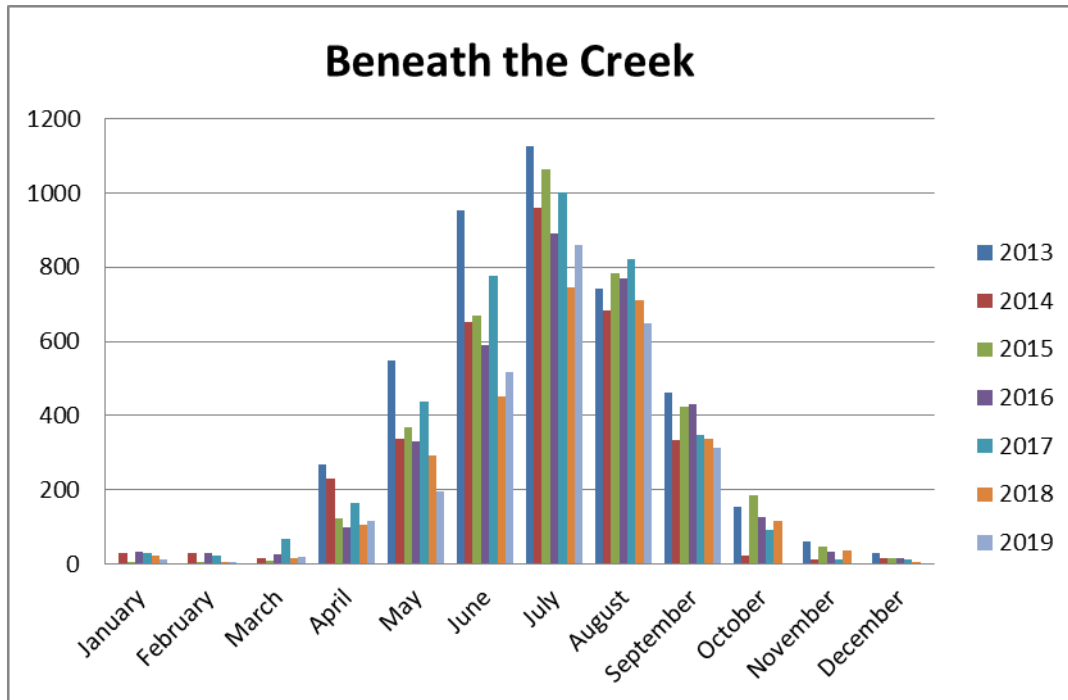


Figure 7: Beneath the Creek visitor numbers 2013 - present

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	312	n/a	39
October	90	117		12	
November	13	35		7	
December	11	5		2	
Total	3,783	2,844	2,686	21	646

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



	Facebook Page Likes		Instagram Likes		Websites	
	MSC	JC VIC	MSC	JC VIC	MSC	JC VIC
1 September	5,866	3,828	700	1,325	Sessions	Sessions
30 September	5,875	3,900	720	1,383	1,800	625
% Increase	0.15%	1.9%	2.86%	4.38%	Users	Users
Total Facebook Reach	20,961	39,221	-	-	1,300	559

Table 7: social media exposure

RV Site Permits and Expenditure – 298 in September 2019 compared to 250 last year +19%

There were 298 RV Site Permits issued in September 2019 and 250 in September 2018. This represents a 19% increase. There have been 2,351 RV Site Permits issued in the Year to Date (YTD) compared to 2,819 over the same period in 2018 which represents a 16.6% decrease. In September 2019, 168 RV Site guests indicated a total spend of \$24,475. By extrapolating this figure, we estimate a total spend of approx. \$43,400.

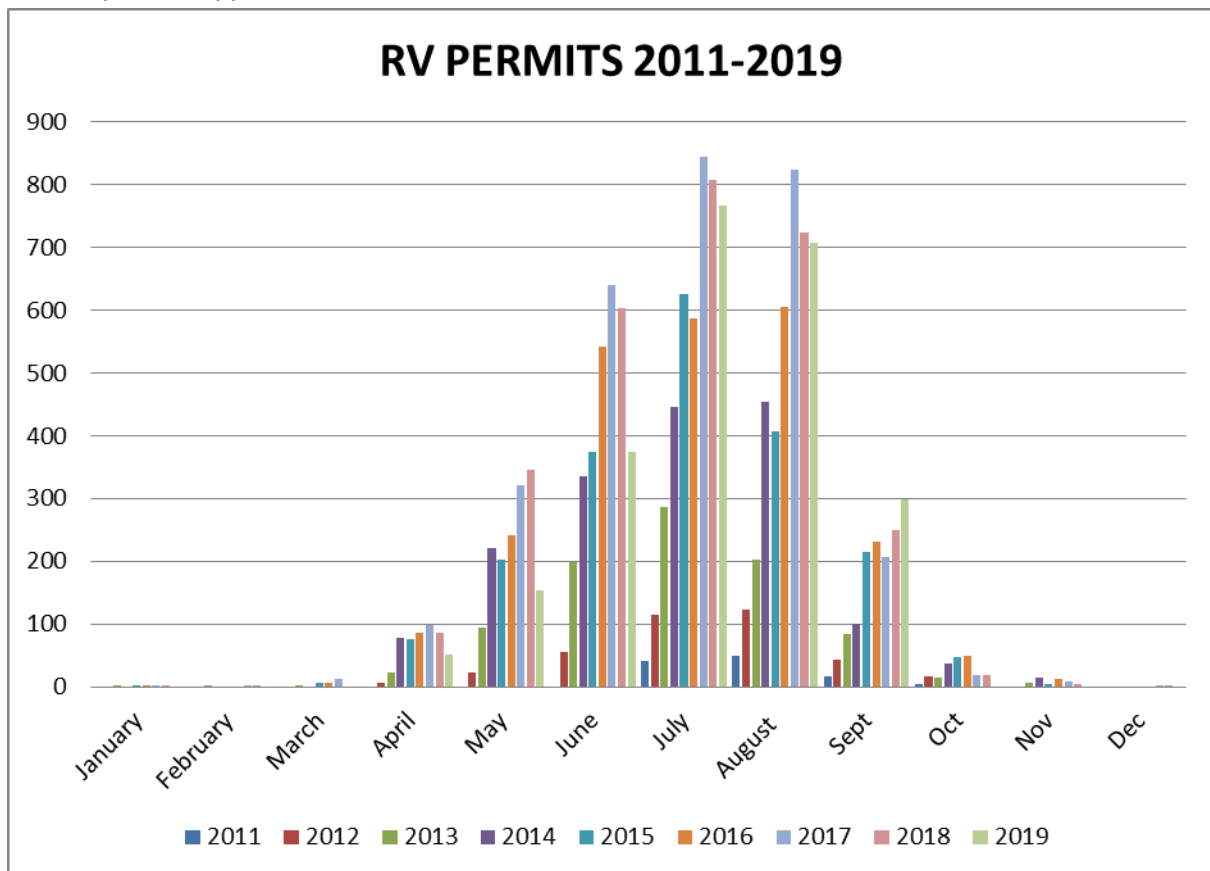


Figure 8: RV Park permits 2011 - present per month



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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	298
October	18	18	
November	9	4	
December	2	1	
TOTAL	2,981	2,842	2,351
Average	248	236	

Table 8: Detailed look at RV permits per month since 2017 - present

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

***** Start of Community Well Being *****

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

Changes to Enrolments

- One child added 2 days a week to begin in October
- One family (3 children)- added Monday from October

New Enrolments n/a

Attendance

The centre had 262 attendances (actual) over the 21 days of care offered during September. This equated to an average of 13 children per day.



Significant events:

- Under 8s day at the School
- Zingping resilience workshops for children and followed by workshop for parents and educators held at the school (kindy attended)
- Met new child health nurse, worked out a plan to promote what she does, when she is here and encourage parents to attend scheduled health checks

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	June	July	August	September
Adult Entry	10	1		17	1
Child Entry	19			3	
Season Passes / Family Pass					
Adult		1		18	90
Child				6	104
Triathlon Training/ No Charge					
Adult	1	1			
Child					
J/C State School/ No Charge					
Caravan Park Tokens					
Adult	32	27	115	120	161
Child	16	29	111	97	185
Free Sunday					
Adult					
Child					
Total Swimmers	78	60	228	261	554

Table 9: swimming pool attendance

Maintenance / Infrastructure

The Water Park, Slides and Bubble Pool are still closed off for use, have been inspected by someone this week (1st week of October) from Cloncurry to assess for repairs.

Promotions: Swimming Lessons for the kids will commence shortly



Sport & Recreation

Sporting Schools:

The conclusion of Term 3 also meant the Sporting Schools program came to end prior to the last week of school. As stated previously, attendance numbers were lower than normal but this can be attributed to the extra-curricular activities in which a majority of students are participating. Some discussions with the school have taken place to look at the possibility of altering the program depending on whether or not their Sporting Schools funding application was successful.

Bike Muster:

Our annual road safety program also concluded prior to the end of Term 3 and it can be considered to be highly effective once again. The children's knowledge and practice of road safety increased immensely throughout the program which is a credit to the students and the hard work of our local Police officers. The end of the program coincided with Queensland Road Safety Week and the participants were awarded a certificate and a prize from Council along with some merchandise from Catha and Josh.

Sport and Recreation Disaster Funding:

The Senior Project Officer in charge of delivering the funding program visited Julia Creek for further meetings. It was a very productive couple of days as Christian and myself were able to finalise documents and costings and submit all funding applications for all eligible affected sporting organisations in our Shire. It is planned feedback will be received in early October and repairs and maintenance can begin as soon as possible.

Daren Ginns Centre Upgrade:

Site visits with staff from Peak Services were conducted and contracts signed by both parties to allow the next phase of the project to commence. It is planned that the final design, methodology and work program will be completed as soon as possible which will allow work to commence.

Gregory Mini School:

I was fortunate enough to be able to travel to Gregory to assist Mount Isa School of the Air Mini School through some funding they received. It was a great experience to be able to provide sporting opportunities to remote children who are seldom exposed to specialised coaching. Feedback from the program was extremely positive with both parents and children enjoying the opportunity.

Daren Ginns Centre:

Membership numbers have remained consistent at the gym following the sharp increase to users at the beginning of the year.



CHSP/HACC:

CHSP/HACC activities are continuing with sessions focusing on strength to prevent falls in participants. The regular attendees are really beginning to benefit from the program with an increase in strength, balance and co-ordination.

Community Health

CHSP OCCASIONS OF SERVICE (OoS)				
	OoS September '19	Hrs September '19	OoS August 2019	Hrs August 2019
Nursing Care	47	32.2	56	34.25
Personal Care	9	2.5	15	4.25
Transport to medical appointments	7		14	
GP escorts	4		4	
Telehealth appointments	0		0	
Total	71	38.5	71	38.5

Table 10: Community Nurse service hours month June and May 2019

General Business

Non-CHSP client numbers 6 (notes for these clients are now kept in the MPHS system)
 Total Occasions of Service (OoS) 11 Total hours = 5.75 for non-CHSP clients

Visiting Services in Julia Creek this month:

- McKay Patrol Remote Area Bush Chaplaincy (Frontier Services) – meet and greet
- Australian Hearing
- BreastScreen Qld – mobile screening van located at MPHS
- NWRH

Health Promotion

Regarding health promotion throughout the Shire, the activities are:

- encouraged local uptake of NWRH’s allied health services
- Prepared material for Prostate Cancer Awareness Month but am yet to deliver it

Referrals

Ongoing referrals to NWRH as required. For September, the nurse referred 4 non-CHSP clients. None of the CHSP clients were referred to NWRH.



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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. CHSP clients are going to be very busy over the next few weeks preparing a little video clip.

Stats September 2019

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

Service Offered	Number of Clients
Transport	108 Two way trips
Social Support	29 Visits
Personal Care	11 Visits - 2 Clients
EXERCISE	7 CLIENTS 3 SESSIONS
Counselling/Support, Information and advocacy (client)	
Shopping	4 Trips (3 attendees, 1 pickup)
GAMES	23 Attended – 5 sessions
Luncheon	51 Attended – 5 sessions
Meals on Wheels	48 Meals delivered
Community Nurse Visits	
Home Maintenance	25 lawns mowed 25 clients
Domestic Assistance	7 clients, 45 visits
Pub Lunch	7 Clients 1 SESSIONS
Craft Morning	
Clients Transported for Doctors Appointments	3 CHSP clients

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



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7.2 Subject: Building our Region R4 – JC Smart Hub – Milestone 2 Reporting

Attachments: Nil

Author: Director Corporate & Community Services

Date: 7 October 2019

Executive Summary:

As part of mandatory milestone reporting (milestone 2), the signed Building our Regions Round 4 Funding Agreement states that Council needs to provide proof of their commitment to fund the mandatory 50% co-contribution of the approved Julia Creek Smart Hub project. Council is presented with this report to formally approve the funding of the mandatory 50% co-contribution for the project, which amounts to \$523,500 funded by Council and \$523,500 funded by the Queensland Government, via a Council resolution whilst also acknowledging Council is responsible to cover any funding shortfall – e.g. exceeding the budget or having non-eligible expenditure.

Recommendation:

That Council, in addition to the already adopted operational budget 2019/20, formally commits to deliver the project “Julia Creek Innovation Hub” by funding the mandatory 50% co-contribution, which represents an amount of \$523,700, and acknowledging their responsibility to fund any shortfall in the budget.

Background:

The Julia Creek Smart Hub grant funding application was approved by the State Department and secured funding of \$523,500, or 50%, towards the construction of the Smart Hub. Council will have to finance the remaining 50%. Council has adopted the operational budget for the financial year 2019/20 and the “Innovation Hub” is part of the budget.

The Funding Agreement has been signed and the Milestone Reporting prescribes that Council provides formal evidence of their support and commitment to the project. The evidence to be provided in the milestone 2 report and must confirm that Council

- have budgeted their financial contribution to the project; and
- are committed to deliver the project; and
- acknowledge their responsibility to fund any shortfall if costs or external contributions change;

by means of a formal Council resolution supported by the minutes of the Ordinary Meeting in which the resolution was passed.

Consultation:

The State Department (DSD) of the QLD Government



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Policy Implications:

None

Financial and Resource Implications:

Council have already committed to funding the co-contribution by adopting the operational budget for the fiscal year 2019/20.

InfoXpert Document ID:

108075



7.3 Subject: Julia Creek Innovation Hub – Demolition, Design and Costing update

Attachments: Demolition Plan *InfoXpert ID: 108068*
Design Plan *InfoXpert ID: 108069*
QS Costings Overview *InfoXpert ID: 108xxx (to be provided at Monday meeting)*

Author: Community Services Team Leader

Date: 14 October 2019

Executive Summary:

The architects sent their third iteration of The Julia Creek Innovation Hub based on feedback provided during Briefing Session – 1 October 2019. Before proceeding with the next steps, Council is asked to provide feedback on this third iteration and approve going forward pending financial viability. The attachments show the i) demolition plan, ii) the exterior design and interior design proposals, and iii) the QS costings based on the plans.

(Input on costings to be provided at Monday meeting, if not sooner)

Recommendation:

That Council;

- (a) receive the final designs and provide feedback,*
- (b) approve the plans as presented as final designs,*
- (c) approve the budget as presented,*
- (d) approve communication and promotion efforts based on the approved final designs to the community and surrounding Shires,*

prior to progressing the Innovation Hub to the next stage of construction.

Background:

During Briefing on 1 October, Council provided feedback on the presented option 1 and option 2 and made several key decisions. As a result, Council is now presented with option 3 which incorporates those decisions and feedback for the exterior design and illustrates ideas for the interior design as well.

As discussed, the existing trees will be removed and replaced by a shade structure whilst the board room is extended and separated from the office by an operable wall.

Council is presented with the demolition and design plans and the costings. The demolition plan is largely based on the interior and exterior design plans. In order to progress, feedback on all plans including the budget is required. **The costings done by a QS accumulate to xxx,xxx and are within budget./ are out of budget and certain elements of the desiugn have to be altered or removed.**



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Consultation:

Council staff have had extensive discussions with the architects (Vabasis), the project managers (Peak Services) and the Quantity Surveyor (name) to ensure the design adhere to the building and safety standard and are in line with the envisioned designs.

Policy Implications:

The grant application and funding adhere to Council's grant funding policy.

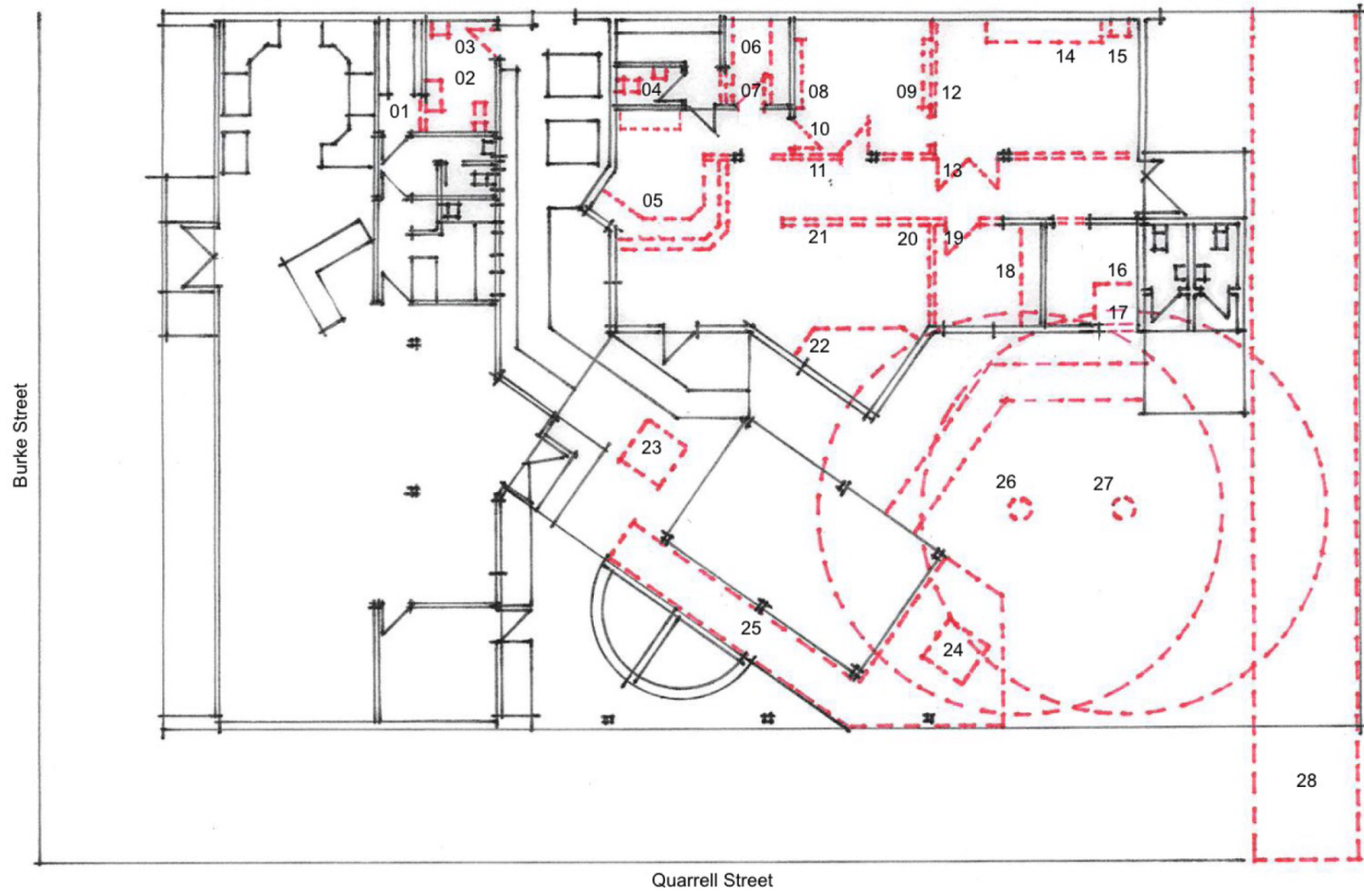
Financial and Resource Implications:

Council have already committed to funding the co-contribution by adopting the operational budget for the fiscal year 2019/20.

In addition, Council have a budget from RAPAD and ARIP funding available which is \$67,000 to spend on equipment and non-permanent furniture and infrastructure.

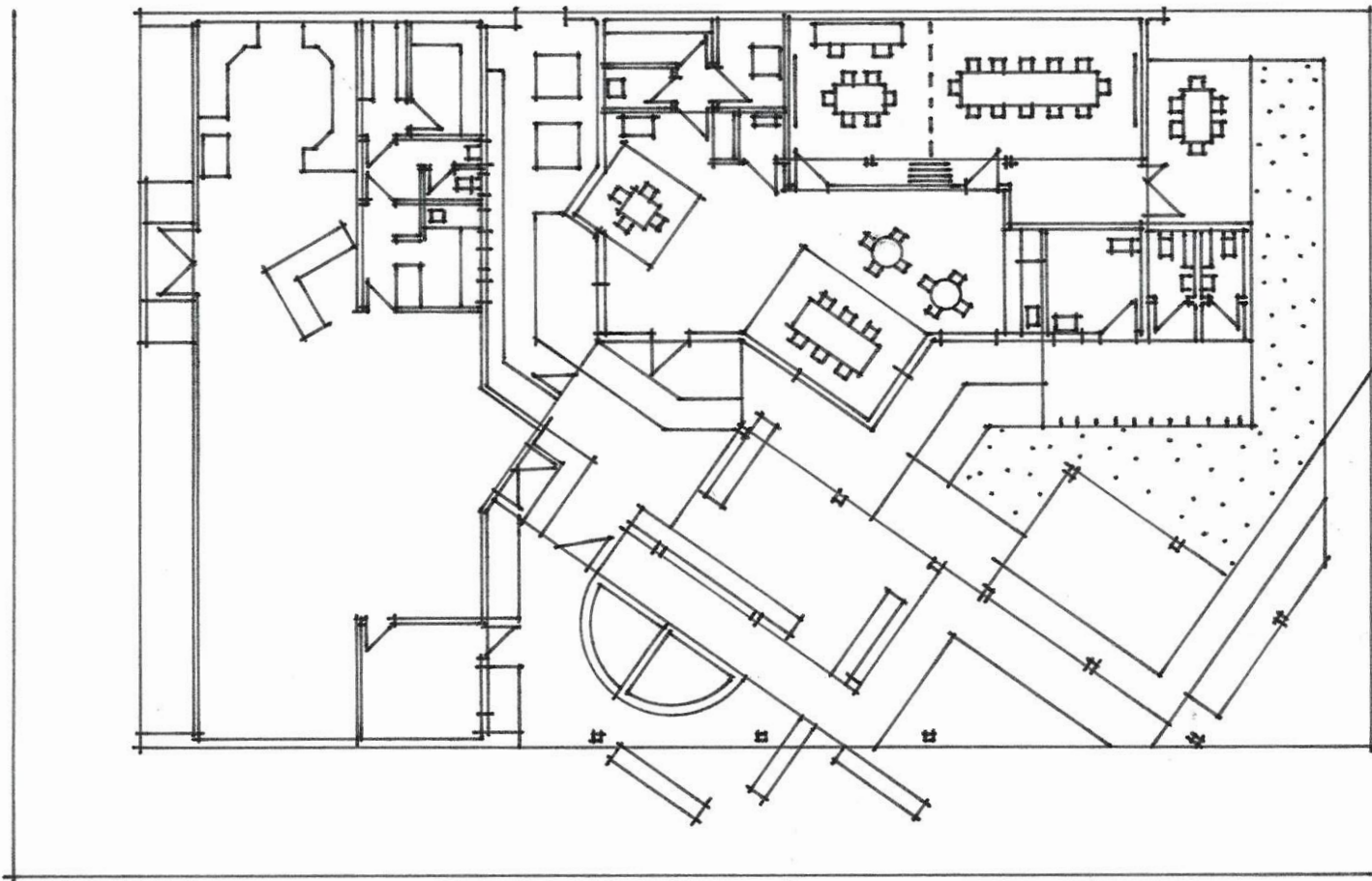
InfoXpert Document ID:

108070



- Legend
- 01 - Cut new opening
 - 02 - Remove fixtures and fittings
 - 03 - Remove door and fill opening
 - 04 - Remove fixtures and fittings
 - 05 - Demolish reception joinery
 - 06 - Demolish shelving and bench
 - 07 - Remove door and fill opening
 - 08 - Demolish shelving
 - 09 - Demolish shelving
 - 10 - Demolish door and wall
 - 11 - Demolish door and wall
 - 12 - Demolish wall
 - 13 - Demolish doors
 - 14 - Demolish joinery
 - 15 - Remove fixture
 - 16 - Demolish shower
 - 17 - Cut new opening for door
 - 18 - Demolish joinery
 - 19 - Demolish door and wall
 - 20 - Demolish wall
 - 21 - Demolish wall
 - 22 - Demolish play area fencing
 - 23 - Remove tree and planter
 - 24 - Remove tree and planter
 - 25 - Demolish concrete
 - 26 - Remove tree
 - 27 - Remove tree
 - 28 - Demolish driveway and cross over







8.0 CORPORATE SERVICES



Ordinary Meeting of Council Monday 21st October 2019

8.1 Subject: Corporate Services Report
Attachments: Nil
Author: Corporate Services Team Leader
Date: 11 October 2019

Executive Summary:

The Corporate Services Report as of 30 September 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 30 September 2019.

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:



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INCOME STATEMENT SUMMARY

	Actuals	Variance	YTD Budget	Full Year Budget
Total Income	9,115,355	105%	8,701,268	34,805,072
Total Expenses	(5,002,989)	121%	(4,144,525)	(16,578,099)
Net Result	4,112,366	90%	4,556,743	18,226,973
Less Capital Revenue	5,918,886	97%	6,130,996	24,523,982
Operating Result (excl. Capital Revenue)	\$(1,806,520)	115%	\$(1,574,252)	\$(6,297,009)

STATEMENT OF FINANCIAL POSITION

	2020 Actuals	2019 Actuals
Current Assets	21,758,048	19,301,548
Total Non-Current Assets	189,915,037	205,710,184
Total Assets	211,673,085	225,011,732
Total Current Liabilities	1,052,714	1,755,711
Total Non-Current Liabilities	152,909	152,910
Total Liabilities	1,205,623	1,908,621
Net Community Assets	210,467,462	223,103,111
<i>Community Equity</i>		
Asset Revaluation Surplus	61,572,214	78,320,427
Retained Surplus	148,495,048	144,382,684
Reserves	400,000	400,000
	\$	\$
Total Community Equity	210,467,262	223,103,111

*Note \$200 difference due to timing of transfer between trust and general account

STATEMENT OF CASH FLOWS

	2020 Actuals	2019 Actuals
Cash Flows from Operating Activities		
Receipts, Payments & Interest Received	(915,074)	2,394,722
Borrowing Costs		
Cash Flows From Investing Activities		
Payments and Proceeds for PPE	4,965,819	893,869
Capital Income		
Cash Flows from Financing Activities		
Loan Payments	-	-
Net increase (decrease) in cash held	4,050,745	3,288,591
Cash at beginning of the financial year	16,150,832	12,862,241



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Cash at the end of the period

20,201,577

16,150,832

Summary By Departments

Department	Revenue			Expenditure		
	Actuals	%	Budget	Actuals	%	Budget
Infrastructure & Works	5,947,958	23%	26,421,630	3,247,277	13%	24,525,878
Governance & Partnerships	-	0%	34,095	228,759	24%	936,958
Corporate Services	2,410,825	42%	5,712,892	322,258	20%	1,642,926
Economic Development	67,440	21%	328,747	160,297	14%	1,151,560
Community Services	566,799	30%	1,877,112	927,547	22%	4,127,027
Health Safety & Development	12,645	13%	99,748	52,035	8%	678,150
Environmental Management	109,688	33%	330,848	64,816	11%	605,600
	9,115,355	26%	34,805,072	5,002,989	15%	33,668,099

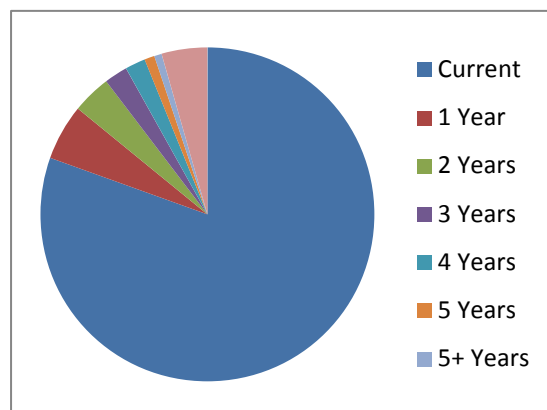
Capital Works Program 2019-2020 Version 1.1

Infrastructure & Works	Actuals	Budget	Grants/Other	Comments
Roads	\$1,073.00	\$6,750,387.00	\$6,600,387.00	
Wastewater	\$572,327.73	\$471,550.00	\$0.00	
Water	\$37,412.77	\$1,656,000.00	\$1,050,000.00	
Transport	\$12,890.81	\$60,000.00	\$0.00	
Other	\$474,488.69	\$1,636,500.00	\$0.00	
Subtotal	\$1,098,193.00	\$10,574,437.00	\$7,650,387.00	
Environmental Management	Actuals	Budget	Grants/Other	Comments
Reserves	\$40,291.20	\$200,500.00	\$0.00	
Subtotal	\$40,291.20	\$200,500.00	\$0.00	
Community Services & Facilities	Actuals	Budget	Grants/Other	Comments
Community Buildings & Other Structures	\$153,811.05	\$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. Daren Ginns Gym - Peak Services engaged to Project Manage and Procure Services. Construction Contractor Engaged with start up meeting 12th September.
Parks & Gardens	\$52,764.49	\$402,387.00	\$10,000.00	
Council Housing	\$8,546.42	\$47,000.00	\$0.00	
Subtotal	\$215,121.96	\$2,879,253.10	\$1,474,474.57	
Corporate Services	Actuals	Budget	Grants/Other	Comments
Corporate Buildings & Other Structures	\$45,017.00	\$63,700.00	\$80,000.00	
Other	\$0.00	\$30,000.00	\$0.00	
Economic Development	\$0.00	\$450,000.00	\$200,000.00	
Subtotal	\$45,017.00	\$543,700.00	\$280,000.00	
Total	\$1,398,623.16	\$14,197,890.10	\$9,404,861.57	



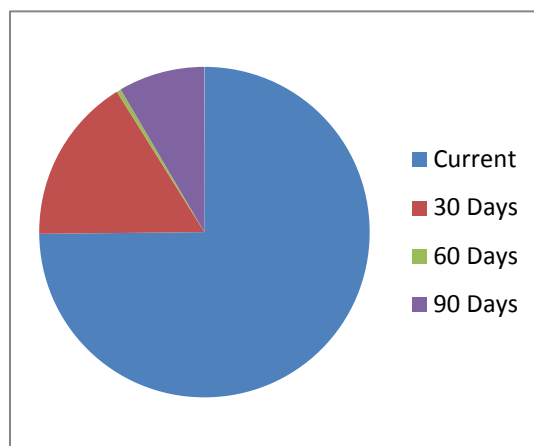
Outstanding Rates

	Sep-19	Aug-19
Current	582,363	1,213
1 Year	39,099	48,502
2 Years	27,115	30,039
3 Years	16,319	16,819
4 Years	14,276	14,276
5 Years	7,029	11,710
5+ Years	5,246	5,247
Interest	32,071	32,139
Total	723,518	159,944



Outstanding Debtors

Total	114,528.56
Current	85,713.07
30 Days	18,645.84
60 Days	500.20
90 Days	9,669.45



Consultation:

- Director of Corporate and Community Services

Legal Implications:

Policy Implications:

Financial and Resource Implications:

InfoXpert Document ID:

108024



9.0 CHIEF EXECUTIVE OFFICER



Ordinary Meeting of Council Monday 21st October 2019

9.1 Subject: Lions Ladies McGrath Fundraising Letter
Attachments: Lions Ladies Thank You Letter *InfoXpert ID: 108062*
Author: Chief Executive Officer
Date: 14 October 2019

Executive Summary:

The CEO has received a thank you letter from the Lions Ladies President regarding Council's involvement in the fundraising activities held on Friday 11th and Saturday 12th October 2019 to benefit the McGrath Foundation.

Recommendation:

That Council receives the thank you Letter from the Lion's Ladies.

Background:

The Community Nurse signed McKinlay Shire up for the "Pink Up Your Town" event through the McGrath Foundation Website. The Lions Ladies organized fundraising events and encouraged the whole shire to wear pink.

Collectively the Lions Ladies raised \$4747.40 from their smoko plates, raffles at the pubs, Bingo, and cash donations.

Comments:

Nil

Consultation:

Chief Executive Officer

Legal Implications:

Nil

Policy Implications:

Nil

Financial and Resource Implications:

The hire fees for the use of the Council mini bus (Friday-Saturday) and the Fr Bill Busuttin Centre have been waived.

InfoXpert Document ID:

108067

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

Dear Des,

On behalf of the Lions Ladies of Julia Creek please accept our grateful appreciation for the support and involvement from all levels of Council personnel for the fund raising activities held on Friday 11th October and Saturday 12th October to benefit the McGrath Foundation for the provision of Breast Care Nurses for Breast Cancer patients. We are especially grateful for the waive of hire fees for the use of the Council mini bus and the Fr Bill Busuttin Centre.

The outstanding effort from Community Nurse, Nicole Morris and the excellent social media coverage from Administration Staff member, Maggie Rudolph has certainly assisted the efforts of Lions Ladies to support this cause and spread the word through our Shire Community.

Collectively we have raised \$4747.40 from delivering 92 morning tea plates on Friday morning, selling 1000 raffle tickets on Friday evening at the two hotels, and hosting 60 Bingo players on Saturday afternoon.

Please pass on our thanks to all at Council for supporting the cause by purchasing morning tea, cash donation, buying raffle tickets, attending bingo and very importantly "Pinking Up Our Town".

Yours faithfully,



Ellen Warner (President)

14.10.2019



Ordinary Meeting of Council Monday 21st October 2019

9.2 Subject: CEO Topics Update
Attachments: To be presented at Ordinary Council Meeting
Author: Chief Executive Officer
Date: 14 October 2019

Executive Summary:

This report is a summary of topics the Chief Executive Officer would like to mention, as an update for Councillors information. No resolution is required.

Recommendation:

That Council notes this summary of topics presented by the Chief Executive Officer.

Background:

List of topics for discussion:

1. McIntyre Park Quote
2. Engagement of surveyor to excise the land adjacent railway bore
3. Disposal of Land Exemptions
4. Tender Consideration Plan
5. Water Supply Agreement

Comments:

Any attachments regarding these topics will be presented on the day of meeting.

Consultation:

Chief Executive Officer

Legal Implications:

Some topics include solicitor advice

Policy Implications:

Nil

Financial and Resource Implications:

Nil

InfoXpert Document ID:

108083



10. WORKPLACE HEALTH AND SAFETY

Workplace Health, Safety and Risk Report

DATE; 1 October 2019		<input checked="" type="checkbox"/> Monthly	<input type="checkbox"/> Quarterly	<input type="checkbox"/> Yearly	<input type="checkbox"/> Two Yearly
September 2019					
Objectives of WH&S Management System Plan 2019-2021					
<ol style="list-style-type: none"> 1. Comply with the intent of the Workplace Health and Safety Act 2011 in preventing a persons death, injury or illness being caused by a workplace, by a relevant workplace area, by work activities, or by plant or substances for use at a workplace 2. Contribute to a Management framework that allows all work areas to manage WH&S in a preventative way; 3. Ensure that WH&S is an integral part of effective business practice; and 4. Clearly state the principles for managing WH&S and how the organisation is expected to perform in accordance with legislative requirements <p><i>The primary objective is to provide a structured methodology to conduct all WH&S matters over an annual cycle.</i></p> <ol style="list-style-type: none"> 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"> • Verification of Competency (VOC) • Contractor Management <ul style="list-style-type: none"> - Sitepass is up and running. • Risk Management • Fit for work • Plant Risk Management 					
New Projects -					
<i>WHS Officer is currently trialling a new system called SkyTrust (recommended by JLTA) which will help manage WHS in terms of Contractor management, Risk Management (SWMS & JSEA's) WHS procedures, Audits/Inspections. There is a free 3 month trial for this program. Recommendation before the end of this trial will be made as to whether to proceed with the program, this will likely replace Sitepass/E3Learning at a significant saving.</i>					
Quarterly KPI's		Measurement / Score	Detail / Information		
80% of completed items indicated in QAP's		79%	See QAP's, Per Quarter and accumulative tally		
20% of carry over items indicated in QAP's		Added to RAP			
Quarterly KPI's		Measurement / Score	Detail / Information		
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		✓			
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
Yearly KPI's	Measurement / Score	Detail / Information
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.
Two (2) Yearly	Measurement / Score	Detail / Information
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 th November 2017
Results of the overall, two yearly injury trend analysis	N/a	Ongoing statistical information following
Additional Objectives (WH&S Management System Plan 2019 / 2021)	Measurement / Score	Detail / Information
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
Key Outcomes		

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

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

Reference;

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

*E3Learning has been mostly abandoned at this point with only the ELC Staff still completing it.
 Below shows the percentage of completion for each area (Corporate & Community only started Take 5's this last month). Contractor's percentages are based upon all those that have completed Take 5's in the last 4 months, so of these have left. Essentially all 3 major works crews completed the Take 5 WHS training.*

Month	Corporate & Community	Works/Depot/P&G	Contractors
June		81%	50%
July		21%	29%
August		45%	62%
September	85%	83%	62%

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)

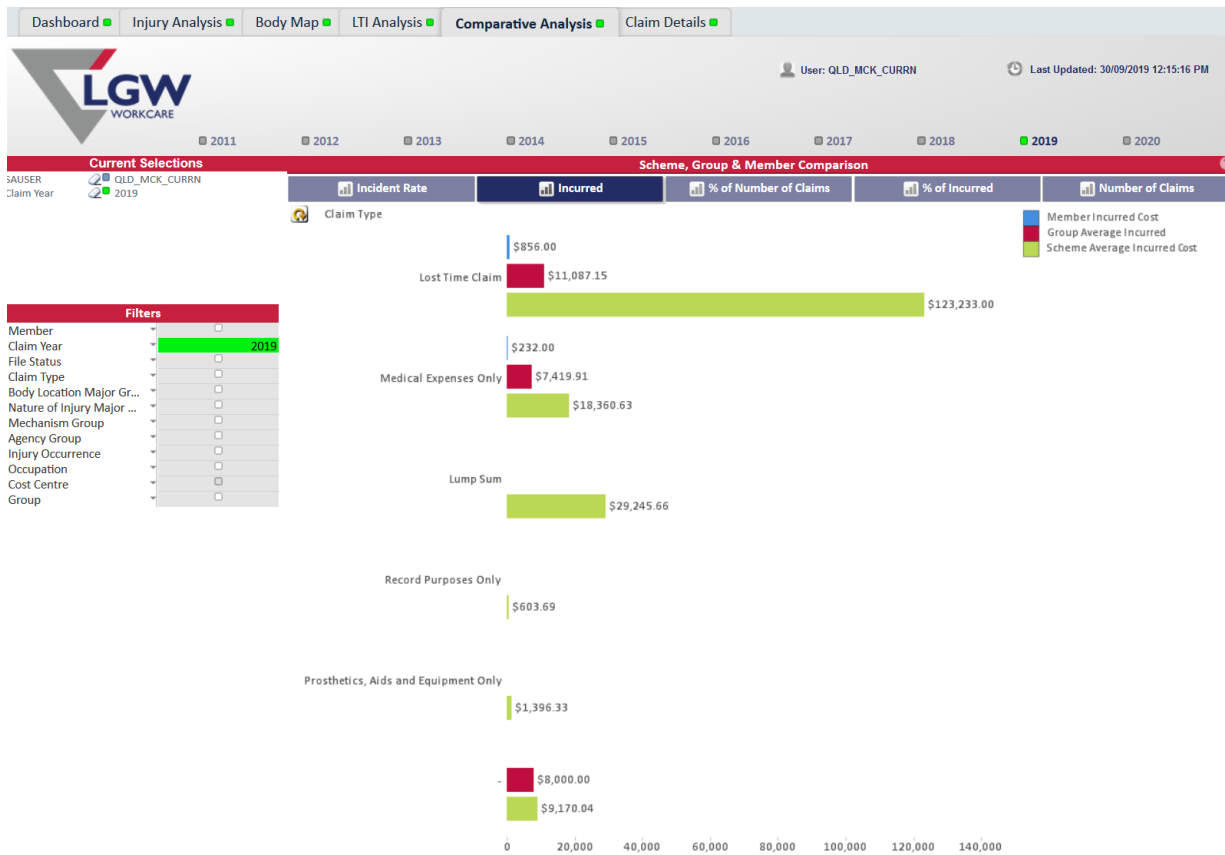
MONTH	Quarterly Action Plans (MAP's)						Audits / Hazard Inspections			Traffic Signage Checklist	Actions; Insp & Audits	WH&S Audits & Observ.	Consultation		Risk Management		Comments / Information
	#	Total	Close Out	Comp %	Target	Transferred to CAR	Sched	Complete	Not Comp				P/Start	T/box	JSEA's & SWMS's	Plant & Equip	
Jan-19	12	12	7	58%	80%	5	42%	0	0	0	0	0	72	1	4		
Feb-Mar 19	19	19	16	84%	80%	3	16%	51	33	18	0	0	195	11	8		
Apr-Jun 19	12	12	10	83%	80%	2	17%	41	18	23	0	0	397	37	4		
Jul-Sep 19	12	12	11	92%	80%	1	8%	49	16	33	292	0	414	19	18		
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%												
Total 2018	133		44	79%	80%	89	21%	141	67	74	0	0	1078	68	34	0	

OUTSTANDING ACTIONS	Extreme Risk	High Risk	Moderate Risk	Low Risk	Details / Comments
Total 152	1	24	89	38	At 01/10/2019

*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 1 October 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 = \$856.00

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	BRTW	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	1												1		
Oct-19	0														
Nov-19	0														
Dec-19	0														
Total 2019	17	0		0	0	1	0	5	0	0	0	0	11	0	0
2019															
Monday	3	18%			0600 to 1200	7	41%								
Tuesday	4	24%			1200 - 1600	7	41%								
Wednesday	4	24%			1600 - 0600	3	18%								
Thursday	5	29%			Unknown		0%								
Friday	1	6%													
Sat / Sun		0%													
	17	100%				17	100%								

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 26th 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