

# Ordinary Meeting Agenda

## PUBLIC

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

Tuesday 19<sup>th</sup> November 2019, 9:00am

Notice is hereby given that an Ordinary Meeting will be held at the Council Chambers,  
Civic Centre, Julia Creek on 19<sup>th</sup> November 2019 at 9:00am.

## ORDER OF BUSINESS

1. Opening	3
2. Attendance	3
3. Declaration of Conflict of Interest	3
4. Confirmation of Minutes	4
4.2 Business Arising out of minutes of previous Meeting	20
<b><u>5. ENGINEERING REPORT</u></b>	
5.1 Engineering Services Monthly Report	22
5.2 Council Accommodation Expenditure	28
5.3 Julia Creek Aerodrome Pavement Upgrade	31
5.4 CONFIDENTIAL – Julia Creek Community Precinct Fit Out	37
<b><u>6. ENVIRONMENTAL &amp; REGULATORY SERVICES REPORT</u></b>	
6.1 Environmental & Regulatory Services Monthly Report	44
6.2 Drinking Water Quality Policy	54
6.3 Trade Waste Policy	59
6.4 Hickman Street Pump Station	75
6.5 Changes to Supply of 1080 in QLD	97
<b><u>7. COMMUNITY SERVICES REPORT</u></b>	
7.1 Community Services Monthly Report	106
7.2 Donation Request – Kids of the Creek	120
7.3 RADF Quick Response November	121
7.4 SOTA Hire Fee Waiver	122
<b><u>8. CORPORATE SERVICES REPORT</u></b>	
8.1 Corporate Services Monthly Report	124
8.2 Expenses and Reimbursement Policy	128
8.3 First Quarter Review	129
<b><u>9. CHIEF EXECUTIVE OFFICERS REPORT</u></b>	
9.1 Tender Consideration Plan	170
<b><u>10. WORKPLACE HEALTH AND SAFETY</u></b>	
10.1 Workplace Health and Safety Monthly Report	179
<b><u>11. MEMBERS BUSINESS</u></b>	184
<b><u>12. CLOSE</u></b>	184

## 1. OPENING BUSINESS

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

## 2. ATTENDANCE

Deputy Mayor: Cr. N Walker

Members: 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

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

Executive Assistant, Ms. Maggie Rudolph

### Other people in attendance:

### Apologies:

Cr. B Murphy

## 3. DECLARATION OF CONFLICT OF INTEREST

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

1. I declare that I have a Material Personal Interest in the matter of item 9.1 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 October Ordinary Meeting on 15<sup>th</sup> October 2019 be confirmed.

That the Minutes of the November Special Meeting on 12<sup>th</sup> November 2019 be confirmed.



# MCKINLAY SHIRE COUNCIL

## ***UNCONFIRMED MINUTES***

OF THE

### **ORDINARY MEETING OF COUNCIL**

HELD AT THE

BOARDROOM, CIVIC CENTRE  
JULIA CREEK

21<sup>st</sup> October 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 CONFIDENTIAL – Julia Creek Artesian Bath Houses & Landscaping Design Update

### **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 Smart Hub Milestone 2 Reporting
- 7.3 JC Innovation Hub – Demolition, Design & Costing

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

- 8.1 Corporate Services Monthly Report

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

- 9.1 Lions Ladies McGrath Fundraising Letter
- 9.2 CEO Topics Update

### **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 8:40am.

## 2. ATTENDANCE ▲

**Mayor:** Cr. B Murphy

**Members:** Cr. N Walker, Cr. S Royes, Cr. Philip Curr,  
\*Cr. J. Fegan currently on flight, will arrive later in the meeting

**Staff:**

Chief Executive Officer, Mr. Des Niesler  
Director of Corporate & Community Services, Ms. Tenneil Cody  
Community Services Team Leader, Mr. John Van Der Meer  
Executive Assistant, Ms. Maggie Rudolph

**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 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.

**Cr. S. Royes**

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

- a) I 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 current trustee permit over lands to be tendered in the future

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 17<sup>th</sup> September 2019.

**RECOMMENDATION**

That the Minutes of the Ordinary Meeting of Council held on 17<sup>th</sup> September 2019 be confirmed.

**Resolution No. 089/1920**

The Minutes of the Ordinary Meeting of Council held on 17<sup>th</sup> September 2019 are confirmed.

Moved Cr. N. Walker

Seconded Cr. S. Royes

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 September 2019.

**RECOMMENDATION**

That Council receives the September 2019 Engineering Works Report.

**Resolution No. 090/1920**

Council receives the September 2019 Engineering Works Report.

Moved Cr. P. Curr

Seconded Cr. N. Walker

CARRIED 4/0

**5.2 CONFIDENTIAL – Julia Creek Artesian Bath Houses & Landscaping Design Update**

The report is CONFIDENTIAL in accordance with *Sections 275(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 Councillors consider it necessary to discuss *(e) contracts proposed to be made by it*.

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.

**Council defers item 5.2 to later in the meeting.**

**Attendance** – Executive Assistant, Maggie Rudolph, left and re-entered the meeting room at 9:03am.

**Attendance** – Director of Corporate and Community Services, Tenneil Cody, entered the meeting room at 9:05am.

## 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 September 2019.

#### **RECOMMENDATION**

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

#### **Resolution No. 091/1920**

Council receives the September 2019 Environmental and Regulatory Services Report.

Moved Cr. N. Walker

Seconded Cr. P. Curr

CARRIED 4/0

## 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 September 2019.

#### **RECOMMENDATION**

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

#### **Resolution No. 092/1920**

Council receives the Community Services monthly report for September 2019.

Moved Cr. P. Curr

Seconded Cr. S. Royes

CARRIED 4/0

### 7.2 Building our Region R4 - Julia Creek Smart Hub - Milestone 2 Reporting

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.



**Resolution No. 093/1920**

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.

Moved Cr. S. Royes

Seconded Cr. N. Walker

CARRIED 4/0

**Attendance** – Executive Assistant, Maggie Rudolph, left and re-entered the meeting room at 9:28am.

**Attendance** – Community Services Team Leader, John Van Der Meer enters the meeting room at 9:31am.

**7.3 Julia Creek Innovation Hub – Demolition, Design and Costing Update**

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.

The costings accumulate to approx. \$1,020,000 and is within budget of approx. \$1,046,000. Provisions have been made for contingencies, fees, approval and certification costs and allowances for locality.

The costings have been itemised for the three ‘stages’, i.e. The library storage room upgrade (\$25,000), the refurbishment of the smart hub (\$254,000) and the external works (\$153,000).

**RECOMMENDATION**

That Council:

- (a) receive the final designs and provide feedback,
- (b) approve the plans as presented as final designs,
- (c) 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.

**Resolution No. 094/1920**

Council:

- (a) receives the final designs and provides feedback,
- (b) approves the plans as presented as final designs,
- (c) approves 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.

Moved Cr. N. Walker

Seconded Cr. P. Curr

CARRIED 4/0

**Attendance** – Community Services Team Leader, John Van Der Meer, left the meeting room at 9:58am.

**8. CORPORATE SERVICES** ▲**8.1 Corporate Services Report**

The Corporate Services Report as of 30<sup>th</sup> September 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 30<sup>th</sup> September 2019.

**Resolution No. 095/1920**

Council receives the monthly Corporate Services Report for the period ending 30<sup>th</sup> September 2019.

Moved Cr. S. Royes

Seconded Cr. N. Walker

CARRIED 4/0

**PROCEDURAL MOTION**

**Resolution No. 096/1920**

Council resolves to accept late correspondence from the Queensland Audit Office and the late correspondence from the State Valuation Service, for noting.

Moved Cr. P. Curr

Seconded Cr. S. Royes

CARRIED 4/0

**Attendance** – Cr. B. Murphy left the meeting room at 10:05am.

**Attendance** – Cr. B. Murphy re-entered the meeting room at 10:11am.

**Attendance** – Cr. J. Fegan entered the meeting room at 10:11am.

**8.2 LATE - QAO Audit 2019 – Final Management Letter & Report**

Council is presented with a letter dated 16 October 2019, from the Queensland Audit Office, regarding the Final Management Report for McKinlay Shire Council.

**RECOMMENDATION**

That Council receives the letter, dated 16 October 2019, from the Queensland Audit Office, regarding the Final Management Report for McKinlay Shire Council.

**Resolution No. 097/1920**

Council receives the letter, dated 16 October 2019, from the Queensland Audit Office, regarding the Final Management Report for McKinlay Shire Council.

Moved Cr. P. Curr

Seconded Cr. S. Royes

CARRIED 5/0

**Council notes the correspondence from the state Valuation Service, regarding Annual Valuation Effective 30 June 2020.**

**Attendance** – Cr. P. Curr left the meeting room at 10:18am.

**Attendance** – Director of Corporate and Community Services, Tenneil Cody, left the meeting room at 10:19am.

**Attendance** – Cr. P. Curr re-entered the meeting room at 10:21am.

**Item 5.2 CONFIDENTIAL– Julia Creek Artesian Bath Houses & Landscaping Design Update is brought back to the table.**

### **5.2 CONFIDENTIAL – Julia Creek Artesian Bath Houses & Landscaping Design Update**

The report is CONFIDENTIAL in accordance with *Sections 275(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 Councillors consider it necessary to discuss *(e) contracts proposed to be made by it*.

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.

#### **Resolution No. 098/1920**

Council;

- (a) reviewed the updated concept design, and
- (b) provided feedback based on noted list from meeting discussion,

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

Moved Cr. J. Fegan

Seconded Cr. S. Royes

CARRIED 5/0

**Attendance** – Executive Assistant, Maggie Rudolph, left the meeting room at 10:40am.

**Attendance** – Executive Assistant, Maggie Rudolph, re-entered the meeting room at 10:43am.

## **9. CHIEF EXECUTIVE OFFICER** ▲

### **9.1 Lions Ladies McGrath Fundraising Letter**

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

#### **RECOMMENDATION**

That Council receive the thank you letter from the Lions Ladies.

#### **Resolution No. 099/1920**

Council receives the thank you letter from the Lions Ladies.

Moved Cr. J. Fegan

Seconded Cr. N. Walker

CARRIED 5/0

## **9.2 CEO Topics Update**

This report is a summary of topics the Chief Executive Officer would like to mention, as an update for Councillors information.

### **9.2.1 McIntyre Park Quote**

CEO presents a quote from Gabbert Holdings Pty Ltd regarding McIntyre Park Races Mowing & Yard Care.

**Council notes the quote from Gabbert Holdings Pty Ltd.**

### **9.2.2 Engagement of Surveyor – Railway Bore**

CEO presents a map regarding the engagement of a surveyor to excise the land adjacent to the railway bore.

**Council notes the map regarding the engagement of a surveyor.**

**Attendance** – Cr. B. Murphy left the meeting room at 11:12am.

**Attendance** – Cr. B. Murphy re-entered the meeting room at 11:14am.

### **9.2.3 Disposal of Land Exemptions**

CEO presents an updated Contract of Sale, Annexure A – Special Conditions and Lease regarding Houses and Residential Land.

**Council notes the updated Contract of Sale, Annexure A – Special Conditions and Lease regarding Houses and Residential Land.**

**Attendance** – Cr. B. Murphy, having declared a material personal interest in the matter of agenda item 9.2.4, as defined by *Section 175B* of the *Local Government Act 2009*, left the meeting room at 11:18am taking no part in the meeting or discussion.

### **9.2.4 Tender Consideration Plan**

CEO presents updated documents; Deed of Variation – Plan Hire Contract, Call for a review of Plant Hire Rates and Tender Consideration Plan, all regarding Council Plant Hire.

**Council notes updated documents; Deed of Variation – Plan Hire Contract, Call for a review of Plant Hire Rates and Tender Consideration Plan, and takes no further action until additional information has been provided.**

**Attendance** – Executive Assistant, Maggie Rudolph, left and re-entered the meeting room at 11:51am.

**Attendance** – Cr. B. Murphy re-entered the meeting room at 11:51am.

### **9.2.5 Water Supply Agreement**

CEO discusses a recent Water Supply Agreement made regarding Kynuna common bore.

**Council notes the Water Supply Agreement.**

**Attendance** – Cr. S. Royes declared a material personal interest in the matter of agenda item 9.2.6 as defined by *Section 175A* of the *Local Government Act 2009*, and left the meeting room at 11:53am taking no part in the meeting or discussion.

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

**Attendance** – Cr. P. Curr re-entered the meeting room at 12:02pm.

**9.2.6 Trustee Leases**

CEO to discuss terms for Trustee Leases.

**Council notes CEO's request for terms to be included in Trustee Leases soon to be tendered.**

**Attendance** – Cr. P. Curr left the meeting room at 12:05pm.

**Attendance** – Cr. S. Royes re-entered the meeting room at 12:08pm.

**PROCEDURAL MOTION****Resolution No. 100/1920**

Council resolves to accept the late report 9.3 Julia Creek Aerodrome Regulatory & Compliance Rectification.

Moved Cr. N. Walker

Seconded Cr. S. Royes

CARRIED 4/0

**9.3 LATE – Julia Creek Aerodrome Regulatory & Compliance Rectification**

Julia Creek Aerodrome supports Regular Public Transport (RPT) aircraft operations and must meet the regulatory requirements of MOS 139.

Council engaged the Services of an Airport Pavement Engineering Specialist through Legal Practitioners Helix Legal in support of Council efforts to bring about defective works rectification and cost recovery.

The Regulatory Compliance and Rectification Report considers the following:

1. Regulatory compliance of the aircraft pavements and the associated flanks, at Julia Creek Aerodrome, against the requirements of the Civil Aviation Safety Authority's (CASA) Manual of Standards Part 139 (MOS 139);
2. Proposed and other remedial treatments to achieve compliance with MOS 139;
3. Preliminary assessment of potential causes of non-compliant items;
4. Contract brief to BEC from Council for the Julia Creek upgrade design and
5. Responsibility for Julia Creek Aerodrome upgrade project compliance with MOS139.

**RECOMMENDATION**

That Council consider the options in the report and proceed as necessary.

**Resolution No. 101/1920**

Council resolve based on the Julia Creek Aerodrome Regulatory Compliance and Rectification report the following;

- i. Council proceed to self-report to CASA,
- ii. Council commences legal proceedings for cost recovery against BEC for the rectification works described as option iii. in the report.

Moved Cr. B Murphy

Seconded Cr. J. Fegan

CARRIED 4/0

**Attendance** – Chief Executive Officer, Des Niesler left the meeting room at 12:18pm.

**Attendance** – Chief Executive Officer, Des Niesler re-entered the meeting room at 12:21pm.

## 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 September 2019.

## 11. MEMBERS BUSINESS ▲

- Cr. N. Walker** - Recycling update based on other Councils setups  
 - Prickly bush along roads getting overgrown  
 - Maintenance of Flood Cameras
- Cr. J. Fegan** - Reminder for general maintenance and cleaning in Council buildings
- Cr. S. Royes** - Maintenance of McIntrye Park  
 - Water pressure issues in Julia Creek
- Cr. B. Murphy** - Congratulations to QFES, QFAS and SES for Emergency Services night on 17 October  
 – very informative  
 - Energy Pod update – made on site visit to Glenagra on 17 October with stakeholders and media  
 - Attended LGAQ Annual Conference with CEO and Crs Royes and Fegan:  
 - Meeting with Telstra – discussion of possible funding for Smart Hub technology and getting more ports for McKinlay Shire for better service  
 - Meeting with State Development regarding NW Implementation Plan  
 - Etta Plains update  
 - Multicom Update  
 - Combo Waterhole Overshots update – Cr. Walker to follow up progress  
 - Look into displaying big town Christmas tree  
 - Leave of Absence for November Council Meeting if cannot dial in  
 - Will be attending MITEZ next week and Tourism Awards with Cr. Fegan in Winton and Sunshine Coast in coming weeks

**12. CLOSURE OF MEETING** ▲

The Chair of the meeting Mayor Belinda Murphy declared the meeting closed at 1:00pm.

UNCONFIRMED



# MCKINLAY SHIRE COUNCIL

## ***UNCONFIRMED MINUTES***

OF THE

### **SPECIAL MEETING OF COUNCIL** **ANNUAL REPORT 2018/1019**

HELD AT THE

BOARDROOM, CIVIC CENTRE  
JULIA CREEK

12<sup>th</sup> November 2019



## ORDER OF BUSINESS

1. Opening
2. Attendance
3. Declaration of Conflict of Interest

### **4. ANNUAL REPORT**

- 4.1 2018/19 Annual Report

### **5. CLOSE**

UNCONFIRMED

## 1. OPENING BUSINESS ▲

All Councillors having signed the Attendance Book, Deputy Mayor Neil Walker declared the meeting open at 4:10pm.

## 2. ATTENDANCE ▲

**Mayor:** Cr. B Murphy

**Members:** Cr. Neil Walker, Cr. S Royes, Cr. J Fegan

**Staff:**

Interim Chief Executive Officer, Mr. Des Niesler  
Director of Corporate and Community Services, Mrs. Tenneil Cody  
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 November 12<sup>th</sup> Special Meeting of Council.

**Resolution No. 024/1920**

Cr. Philip Curr is granted a leave of absence from the November 12<sup>th</sup> Special Meeting of Council.

Moved Cr. Janene Fegan

Seconded Cr. N. Walker

CARRIED 4/0

## 3. DECLARATION OF CONFLICT OF INTEREST ▲

#### 4. ANNUAL REPORT ▲

##### 4.1 2018/19 Annual Report

In accordance with *Section 182* of the *Local Government Regulation 2012*, Council is presented with the 2018/19 Annual Report which includes the Audited Financial Statements for the 2018/19 financial year.

##### RECOMMENDATION

That Council adopt the 2018/19 Annual Report including the Audited Financial Statements 2018/19.

##### **Resolution No. 102/1920**

Council adopts the 2018/19 Annual Report including the Audited Financial Statements 2018/19.

Moved Cr. B Murphy

Seconded Cr. J Fegan

CARRIED 4/0

#### 5. CLOSURE OF MEETING ▲

The Chair of the meeting Mayor Belinda Murphy declared the meeting closed at 4:50pm.

UNCONFIRMED

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



## **5.0 ENGINEERING SERVICES**

---



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

**5.1 Subject:** Engineering Services Monthly Report October 2019  
**Attachments:** Nil  
**Author:** Director Engineering and Environmental & Regulatory Services  
**Date:** 4<sup>th</sup> November 2019

---

**Executive Summary:**

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

**Recommendation:**

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

---

**Background:**

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

**Engineering Operations**

**RMPC**

- Pot holing, patching on all four Roads;
- Guide post replacement on all four Roads;
- Light & Heavy shoulder formation works on Kynuna Road;
- Condition inspections on all four Roads;
- Oorindi truck stop abolitions reinstatement works;
- Site visits to McKinlay and Kynuna to monitor maintenance operations and
- McKinlay depot site preparation for Staff accommodation.

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.

	<b>Actual</b>	<b>Budget</b>
<b>1610 RMPC Works</b>	\$348,841	\$1,420,878

**Cannington Road**

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



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

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.

	<b>Actual</b>	<b>Budget</b>
<b>1630 Cannington Road Works</b>	\$44,596	\$580,000

The actuals for the 1100 is not a true reflection of what is unfolding with the Works Department, unintentionally works from other areas have been allocated incorrectly to the 1100 and subsequently this oversight has been discovered and is been rectified.

Maintenance

- NDRRA works on Kynuna, Middleton, Dancers Valley, Nelia, Minnamere, Nelia, Yorkshire, Isobel and Yorkshire roads;
- DRFA works on Taldora Road still in progress;
- Maintenance grading on Gilliat McKinlay, Lyrian, Doravale, Malpas and Trenton roads;
- Works still in progress on the Combo waterhole access road;
- Trucks carting gravel on various roads for the NDRRA and DRFA works;
- Replacement of old and damaged signs in and around town and shire and
- Maintenance Crews providing assistance town site for the installation of new pathways, kerb and channeling works happening in a few areas of Burke street.

	<b>Actual</b>	<b>Budget</b>
<b>1100 Repairs &amp; Maintenance Shire Roads</b>	\$835,327	\$1,230,000

Town Streets, routine maintenance ongoing

	<b>Actual</b>	<b>Budget</b>
<b>1100 Town Streets – Repairs and Maintenance</b>	\$34,143	\$157,000

Water and Sewage

Business as usual

	<b>Actual</b>	<b>Budget</b>
<b>1800 Operational Costs – Julia Creek Water</b>	\$62,544	\$190,000



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

Business as usual

	<b>Actual</b>	<b>Budget</b>
<b>1900 Operational Costs – Julia Creek Sewerage</b>	\$38,019	\$170,000

Business as usual

	<b>Actual</b>	<b>Budget</b>
<b>1810 Operational Costs – McKinlay Water</b>	\$4,908	\$15,000

Business as usual

	<b>Actual</b>	<b>Budget</b>
<b>1820 Operational Costs – Kynuna Water</b>	\$17,051	\$35,000

Business as usual

	<b>Actual</b>	<b>Budget</b>
<b>1830 Operational costs – Nelia Water</b>	\$1,415	\$8,000

Work shop

Business as usual

	<b>Actual</b>	<b>Budget</b>
<b>1510 Repairs and Maintenance - Plant &amp; Vehicles</b>	\$374,703	\$1,195,000

Parks and Garden

Business as usual

	<b>Actual</b>	<b>Budget</b>
<b>2700 Parks &amp; Gardens and Amenities – Operations</b>	\$280,309	\$655,000





Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

Airport

The Aerodrome Emergency Exercise was held on the 18<sup>th</sup> October 2019. The exercise run fairly well apart from a few recommendations that were raised in the de-brief. This now closes off all of CASA's Safety Findings that were picked up in their Surveillance Event from 15/07/2019 – 17/07/2019.

The following works occurred during the month;

- The New PAL/AFRU was successfully flight tested;
- Weeds along the runway strip were sprayed by Local Laws Officer;
- New generator installed.

	Actual	Budget
<b>1300 Airport Operational Costs</b>	\$68,777	\$125,000

**2018 Shire Road Flood Damage**

Two Contract crews were working fulltime on the Program.

Two Contract crews have 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)	\$11,866,836.32	Overlaps Removed
Expenditure to Date (Actual)	\$8,572,652.81	72%
Operational Position		
Overall	76% Completion	

Current and upcoming works include:

30.18	31.18	33.19	34.19
Wyaldra Road	Gilliat – McKinlay Road	Old Normanton 1	Kynuna Middleton
Debella Road	Oorindi Road	Gilliat Plains	Ardbrin
Punchbowl Road	Beenfields Road	Ernestina	Isabel Yorkshire
Alisona Road	Eulolo Road	Old Normanton 2	Minamere
Zonia Downs Road	Percol Road		Nelia Yorkshire (in process)
Nelia – Punchbowl Road	Ivellen Road		Julia Creek - Yorkshire
Bezuma Road	Leilavale Road		Kelloshiel (in process)
Trenton Woodstock	Toolebuc Road		
Malpas Trenton	Strathfield Road		
Bunda Maxwelton	McKinlay - Nulgara		



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

Nelia – Bunda (in process)	Arizona – Braeside (in process)		
----------------------------	---------------------------------	--	--

**2018 Event Highlights**

All Submissions approved

**Current 2019 Event**

Submission Number	Location	Status
1	Taldora Road	Approved – Works Commenced
2	North West - Unsealed	Approved – Waiting Letter
3	North East - Unsealed	Lodged
4	South East - Unsealed	Finalising Overlaps
5	South West - Unsealed	Lodged
6	Sealed Roads	Lodged
7	Betterment	Approved – Waiting Letter

- 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 STP project is under the commissioning works with a number of adjustments having to be made to the plants inlet via the Imhoff Tank buffeting pumps pipework.

**Bath House Landscaping**

A meeting was held with the contractor and a number of concepts and requirements were discussed. The Contractor is undertaking pricing, suitability, and construction methods to for full Council’s requested inclusion.

Update meeting is planned for mid November.

**Bush Kitchen**

The kitchen has been planed for transport to Julia Creek on the 19/11/2019.



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

### **D&D Shed**

The structure and services fit out have been completed and works on the linings and ceiling is almost completed. Painter has been engaged.

### **Kynuna Water**

The new pipework and filtration has been installed, and is awaiting installation of telemetry.

### **Kynuna Park**

Concrete slab for shade structure has been completed, awaiting transport of the toilet block and shade structure to Kynuna

### **Julia Creek Dog Park**

Parks and Gardens undertaken landscaping around the shade structure, the installation of the drinking fountain will be undertake externally.

### **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:**

108649



**5.2 Subject:** New Council Accommodation Expenditure  
**Attachments:** Nil  
**Author:** Director Engineering and Environmental Regulatory Services  
**Date:** 4<sup>th</sup> November 2019

---

**Executive Summary:**

Previously; Council approved expenditure for new Council owned accommodation Lots 1 & 2 No. 9 Shaw Street and 3-4 Netterfield Street \$1,803,480.00. 2018/19 expenditure against these four accommodation units by the close of June 30 was \$1,587,101.69. The balance left \$216,378.31 this was to be earmarked for the tail works associated with the completion of the 4 Council owned accommodation properties.

After 1 July 2019 the intention would have been to carry over the \$216,378.31 to the 2019/20 financial Year to complete at least in part the tail works.

The carryover has not happened, moreover expenditure to date related to date for tail works is \$218,415.33 GST Excl. It is estimated that another \$70,200.00 is required to complete the tail works, bringing the total expenditure for tail works to \$288,615.33 thus completing the works for the Houses and units.

**Recommendation:**

*That Council resolves to allocate monies from the reserves to cover tail works expenditure both completed and outstanding to bring the Council owned new Netterfield Street and Shaw street accommodation projects to finality.*

*The amount needed excl. GST is **\$288,615.33***

---

**Background:**

There has been an inability to complete the tail works needed to bring the Council owned housing project to finality in the later part of 2018/19 financial year, due mainly in part to Engineering Services not been able to secure resources local or otherwise to start and complete the Council owned housing project works. It is unclear as to why the Council approved monies \$216,378.31 was not carried over.

Itemised expenditure to date GST Incl.

- Hunter valve control unit, Shaw Street units – not installed yet \$6,200.00;
- Wide Span Shed 1 x Shed delivered to 4 Netterfield – car and storage shed, currently onsite not assembled \$8,200.00;



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

- Concrete works for both Netterfield & Shaw street properties – S.N Gabbert Constructions \$101,300.00;
- Shaw Street unit fencing ordered and delivered to Netterfield Street \$32,500.00;
- Wind load fencing for Netterfield Street – in transit \$79,000.00.

**Removing GST, expenditure to date relating to tail works \$218,415.33**

Outstanding works GST Incl.

- Install fencing Shaw Street units \$15,220.00;
- Install fencing Netterfield Council houses \$30,000.00;
- Install irrigation and turf Shaw Street units \$6,000.00;
- Install irrigation and turf Netterfield Street housing \$18,000.00
- Installation of wide span shed 4 Netterfield Street \$8,000.00.

**Removing GST, total monies needed to bring the Netterfield Housing & Shaw Street units tail works to finality is \$70,200.00**

Overall total cost (excl. GST) to include tail works carried out to date and outstanding tail works required to bring the Netterfield housing & new Shaw Street units to finality is **\$288,615.33**

**Consultation:**

Des Niesler, Chief Executive Officer

Tenneil Cody, Director of Corporate & Community Services and

Local Contractors to source quotes and feed back.

**Legal Implications:**

Nil

**Policy Implications:**

Nil

**Financial and Resource Implications:**

For what ever reason the unexpended balance of \$216,378.31 from the Council approved \$1,803,480.00 was not carried over into the 19/20 financial year. This oversight was not discovered until recently, all the while the commitment to complete the works continues to the present day.

In retrospect Engineering services has expended to date \$218,415.33 that has not been accounted for and a further \$70,200.00 is required to bring the new housing projects to finality.



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

There are no projects with amounts big enough to offset \$295,635.33 in the 19/20 budget, therefore this expenditure may need to be sourced from the Council reserves or a bank loan.

**Risk Management:**

Nil

**Options for Council to Consider:**

Nil

**InfoXpert Document ID:**

108650



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

**5.3 Subject:** Julia Creek Aerodrome (Airport) Contract No: MSC2017.01 .Pavement Upgrade.

**Attachments:** Certificate of Practical Completion - Hiway Stabilizers *InfoXpert ID: 108648*  
Return of final bank Guarantee Hiway *InfoXpert ID: 108654*  
Julia Creek Aerodrome- Request For Final Completion 29/10/19 *InfoXpert ID: 108644*

**Author:** Project and Assets Manager (Acting Principal's Representative)

**Date:** 31<sup>st</sup> October 2019

---

**Executive Summary:**

Council has received a request from the Contractor engaged for the Julia Creek Airport Pavement Upgrade works, for the release and return of the Final Bank Guarantee valued at \$36,449.50 and a formal Final Completion Certificate.

The Contractor 'Hiway Stabilizers' are of the opinion that the completion of the rectification works as listed in the Practical Completion Certificate (PC) relation to their project works has released them from any further obligations under the contract and a Final Completion Certificate would be issued to the Contractor by the Principal.

**Recommendation:**

*That the Council releases and returns the Final Bank Guarantee to the Contractor as an act of good faith and accordance with the original Contract.*

*And that the Final Completion Certificate beheld from the Contractor until;*

- 1. Council's Legal team engaged to address this issues advises that the certificate can be released.*
  - 2. That operational surfaces of the Julia Creek Airport have been recertified as to the Council's original request to the Consulting Engineer 'BE Collective' and compliant with the requirements of the Codes and Standards for Airport operations e.g. MOS 139.*
- 

**Background:**

As Council are aware the pavement upgrade section of the Julia Creek Airport Upgrade Project deviated from the Council's original requirements which resulted in a non-compliant operational surface.

The former consulting Project Manager / Superintendent BE Collective released a PC Certificate with only two identified faults, Council is aware of the QA issues over the operational surfaces and the actions required to address these issues.

The Council agreed to have the Contractor completed the rectification of the issues identified on the PC Certificate.

Council also agreed to engage the Contractor to undertake repair works to the operational surfaces damaged during the Australian Military's flood relief operations, the cost of these repairs will be forward on to the Australian Army for payment.

The reason for the contractor reengagement was due to the specialised emulsions that had been utilised on the pavement surfaces and Council's inability to undertake this type of repair.



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

As the Contractor was required to undertake the contractual repair with the correct product it was a logical decision to have the Contractor complete the Army's repairs at the same time.

**Legal Implications:**

The issuing of a Final Completion Certificate may complicate the Council's legal position, by declaring the Contractor works are expectable.

**Financial and Resource Implications**

The return of the Final Bank Guarantee will remove the current financial holdings for this contract,

**Risk Management**

As the overall cost of the repair works would be considerably greater the current holding on this Contract the risk of returning the Final Bank Guarantee is low.

**InfoXpert Document ID:**

108651





## Certificate of Practical Completion

---

24 November 2017

Hiway Stabilizers Australia Pty Ltd  
PO Box 1115  
Newcastle NSW 2300

Dear Mr Jed Martin

**Contract number**        MSC2017.01  
**Project name**            Julia Creek Aerodrome Upgrade

### **Re: Certificate of Practical Completion – Clause 42.5**

I refer to your letter dated 20 November 2017 requesting that I issue the Certificate of Practical Completion.

In accordance with Clause 35.2 of the General Conditions of Contract, I hereby certify that the Date of Practical Completion of the Works is Monday the 20th of November 2017.

In accordance with Clause 37 of the General Conditions of Contract, the Defects Liability Period is twelve (12) months, and commences on the above Date of Practical Completion and will conclude on the 20th of November 2018.

You are reminded of your obligations during the Defects Liability Period as stated in Clause 37 of the General Conditions of Contract.

As of the Date of Practical Completion, I have compiled a list defects and omissions in the work under the Contract and are listed below. Other defects and omissions in the work under the Contract that may be detected during the Defects Liability Period will be advised.

The list of the omissions and defects of the work under the Contract is as follows:

- At approximately CH430 offset 7.5m on the left hand side from centre line it was noted that deviation from the straight edge was 12mm which is outside of the allowable tolerance.



## Certificate of Practical Completion

---

You are also advised that before the Final Certificate can be issued, all your obligations under the contract must be met. When all obligations have been met (within 20 Business Days after the expiration of the Defects Liability period) in accordance with Clause 42.8, I will prepare the Final Certificate.

Yours sincerely

A handwritten signature in black ink, appearing to read 'K. Barbarich', written over a horizontal line.

Kelly Barbarich  
**Superintendent**

C/c:

**1. Principal** – McKinlay Shire Council  
29 Burke Street  
Julia Creek QLD 4823

Please note that Practical Completion was granted as of the date above



**McKINLAY**  
**SHIRE COUNCIL**  
 29 BURKE STREET, JULIA CREEK  
 ABN 46 448 426 394

Correspondence to be  
 addressed to  
 The Chief Executive Officer,  
 P.O. Box 177,  
 Julia Creek, Q. 4823  
 TELEPHONE: (07) 4746 7166  
 FAX: (07) 4746 7549  
 EMAIL: reception@mckinlay.qld.gov.au

InfoXpert ID: 108654

**To:** National Australia Bank Limited ("Bank")  
 Noosa Business Banking Centre 4 854  
 Noosa Civic, Suite CB 06/07, 28 Eenie Creek Road,  
 NOOSAVILLE QLD 4566  
 Ph: 07 5430 7489

**RE:** Bank Guarantee; 41707541, Ref: 6018-13673320 or 417004103 ,Ref : 892026018-136733203  
 Amount of Bank Guarantee: \$36449.50  
 In respect of the following agreement:  
 Contract No: MSC2017.01

McKinlay Shire Council is the beneficiary under the above-mentioned Bank Guarantee and confirm(s) the Bank Guarantee is no longer required and may be cancelled.

McKinlay Shire Council agrees to promptly return the original Bank Guarantee to the Bank at its address specified above, or in the event the Bank Guarantee is subsequently located the McKinlay Shire Council will return the Bank Guarantee to the Contractor via Registered Post on the date below;

Date:- 6<sup>th</sup> day of November 2019

**COMPANY - EXECUTION BY BENEFICIARY**

**McKinlay Shire Council**

Company Name (BLOCK LETTERS) and ACN

Executed by the company named above in accordance with Section 127 of the Corporations Act 2001 (Cwlth)

Signature

David Sechtig

Full Name (BLOCK LETTERS)

McKinlay Shire Council, Project and Assets  
 Manager – (Acting Principal's Representative )

Office Held

31<sup>st</sup> day of October 2019

Date

Signature

Full Name (BLOCK LETTERS)

McKinlay Shire Council, Chief Executive Officer-  
 (Principal)

Office Held

31<sup>th</sup> day of October 2019

Date

\* Please tick here if you are signing as Sole Director and Sole Company Secretary

ABN: 40 150 650 150

29<sup>th</sup> October 2019

McKinlay Shire Council  
29 Burke Street  
Julia Creek QLD 4823

Attention: Mr David McKinley as Superintendent

## **Request for Final Completion**

### **Contract No. MSC2017.01 Julia Creek Aerodrome Upgrade**

Dear David,

I refer to the above contract and the rectification required prior to achieving Final Completion.

Today Hiway's and its bituminous sealing subcontractor carried out the rectification of the acknowledged defect noted on the Certificate of Practical Completion and some additional repair works as per a site discussion with Council officers. I understand that these rectification and repair works have been now completed to the satisfaction of Council.

Hiway Stabilizers therefore requests the issue of Final Completion and return of the remaining Bank Guarantee.

Please feel free to contact me if you have any queries.

Yours faithfully



**Kenn Hall FIE Aust**  
Estimating & Tendering Manager

M 0409 741 716

E kennh@hiways.com.au



## **CONFIDENTIAL**

**5.4 Subject:** Julia Creek Community precinct fit out project scope containerized fridge works  
**Attachments:** Spreadsheet Costings *InfoXpert Doc ID: 108653*  
**Author:** Director Engineering and Environmental & Regulatory Services  
**Date:** 13<sup>th</sup> November 2019

---

### **Confidentiality:**

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

### **Executive Summary:**

Previously; Council has approved expenditure of \$400,000.00 exclusively for the Julia Creek Community precinct fit out project.

To date Council is approximately 6k under budget and works for the fit out is almost complete. The Community has requested that the onsite containerized refrigerator room be attached to the recently fitted out shed. The exact works involved amount to an estimated 85k

### **Recommendation:**

*That Council resolve to allocate reserve monies to cover the additional unapproved proposed expenditure that will allow the final phase of the Julia Creek Community precinct fit out – the attachment of the onsite containerized refrigerator room – amount 85k*

---

### **Background:**

The exact information for proposed works for the attachment of the onsite containerised refrigerator will be provided in the Full Council report, in the interim it is proposed to attach the onsite containerised refrigerator to the western face of the Julia creek Community precinct shed, this will involve site preparation earthworks, form works, concrete pad, relocation of the onsite containerised refrigerator from its current location to the freshly laid cured concrete pad, skillion roof/lean too, electrical works and coupling works – then tidy up.

### **Consultation:**

Des Niesler, Chief Executive Officer

David Sechtig, Project Manager.

Community



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

**Legal Implications:**

Nil

**Policy Implications:**

Nil

**Financial and Resource Implications:**

The attachment of the onsite containerized refrigerator room, this is not a budgeted item, therefore will Council approval.

**Risk Management:**

Nil

**Options for Council to Consider:**

Nil

**InfoXpert Document ID:**

108652

**CONFIDENTIAL****Confidentiality:**

This attachment is CONFIDENTIAL in accordance with *Section 275 1(c) of the Local Government Regulation 2012*, which provides for a local government to resolve that a meeting be closed to the public if its Councillors consider it necessary to discuss (c) *the local government's budget*.

Dirt n Dust				
Budget Exc Gst	Incl	GST	EX GST	
\$ <b>400,000.00</b>	\$ 440,000.00	\$ 40,000.00	\$ 400,000.00	
Builder's costs	\$ 94,215.00	\$ 8,565.00	\$ 85,650.00	
Appliance Oven	\$ 4,133.91	\$ 375.81	\$ 3,758.10	
Stair Kit	\$ 12,650.00	\$ 1,150.00	\$ 11,500.00	
Benches	\$ 10,602.44	\$ 963.86	\$ 9,638.58	
Electrical including Air-con	\$18,490.80	\$ 1,680.98	\$ 16,809.82	Fully Wired awaiting works
EXIT LIGHTING	\$1,768.51	\$17.51	\$ 1,751.00	
Plumbing	\$ 54,637.00	\$ 4,967.00	\$ 49,670.00	
Fencing	\$ 46,663.16	\$ 4,242.11	\$ 42,421.05	Awaiting works - local contractor
Vinyl flooring bath rooms	\$ 7,018.00	\$ 638.00	\$ 6,380.00	
Vinyl flooring Storage rooms kitchenette	\$ 5,104.00	\$ 464.00	\$ 4,640.00	
Up Stairs Kitchen	\$ 880.63	\$ 80.06	\$ 800.57	
JULIA CREEK HARDWARE- MATERIALS DELIVERED TO SITE	\$ 62,620.00	\$ 620.00	\$ 62,000.00	
1st floor fit out - Builder Costs straighten walls - fit kitchenette	\$ 6,600.00	\$ 600.00	\$ 6,000.00	
EXTERNAL 1ST	\$	\$	\$	

FLOOR HANDRAILS		9,922.00	902.00	9,020.00	
STEVE MCKENZIE ENGINEERS		\$ 935.00	\$ 85.00	\$ 850.00	
Julia Creek grid ceiling 1st floor		\$ 12,100.00	\$ 1,100.00	\$ 11,000.00	
AC main room 1st floor		\$ 12,576.00	\$ 1,143.27	\$ 11,432.73	Fully Wired awaiting works
PAINTING		\$ 10,780.00	\$ 980.00	\$ 9,800.00	under way
Additional materials to finish off first floor walls		\$ 11,134.98	\$ 1,012.27	\$ 10,122.71	
Variation to plumbing work to meet regulatory requirements		\$ 7,315.00	\$ 665.00	\$ 6,650.00	Budgeted Approximately \$9,000 Excl Cost \$6,650 returned \$2350 to Budget.
Refrigerators and Dishwasher		\$ 10,665.92	\$ 969.63	\$ 9,696.29	Ordered awaiting delivery
Council staff wagers???		\$ 2,233.59	\$ 203.05	\$ 2,030.54	unknown total cost Allowed additional \$2500 for dishwasher install refrigeration placement and assisting with Range hood installation
Council plant???		\$ 1,122.00	\$ 102.00	\$ 1,020.00	Unknown total cost, allowed additional plant costs of \$800.00 for releveling over drainage corrections.
Oven Range Hood	Ductless	\$ 3,876.41	\$ 352.40	\$ 3,524.01	Change to Ductless Range Hood, saving \$4873.5 on Ducting return to budget
Range Hood installation		\$ 880.00	\$ 80.00	\$ 800.00	



Supply additional grab rail and shower rail kit as required	\$ 434.50	\$ 39.50	\$ 395.00	
INSTALL 3 X 15AMP AND 3 X 10 AMP HANGING POWER POINTS AND RUN BACK TO THE MAIN SWITCHBOARD BEHIND FOOD AND BAR AREAS FOR FRIDGES	\$ 2,343.00	\$ 213.00	\$ 2,130.00	Current Quotation for works
shed. Remove sliding glass door and supply and install 2 x 2100mm x 920mm soild timber doors to allow disabled access into the shed.from the kerb to the Dirt and Dust shed.	\$ 9,139.30	\$ 830.85	\$ 8,308.45	Current Quotation for works
Re-configuration of sewer main drainage worksat rear of buidings with completion of cut ins	\$ 1,375.00	\$ 125.00	\$ 1,250.00	
Reece Plumbing - PC Parts.	\$ 363.00	\$ 33.00	\$ 330.00	
<b>Remaining</b>				
		\$ 33,200.30	\$ 389,378.86	
	\$ -	\$ -		
	\$ 422,579.15	\$ -	\$ <u>10,621.14</u>	remaining

New refrigerated container enclosure			
install insulated Trimdeck roof panels with supporting structural steel			
Reinforced Concrete hard stand area including piers and front Reinforced footings			
Enclosed sides and end with galvanised mesh infills to base of walls for washout			
Trimdeck wall panels			
Single PA door to building side			
New forklift access door to front side pallet storage area			
Ventilation mesh screens to underside of insulated panels for air flow			
Remove and cut existing wall sheeting for New roof panel flashings			\$62,000.00
Site clean up, contouring works, importation of gravel hard stand			\$5,000.00
Contingency			\$10,000.00
Total (ExGST)			\$77,000.00



## **6.0 ENVIRONMENTAL & REGULATORY SERVICES**

---



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

**6.1 Subject:** Environmental and Regulatory Services Report – October 2019  
**Attachments:** None  
**Author:** Environmental & Regulatory Services Team Leader  
**Date:** 5<sup>th</sup> November 2019

---

**Executive Summary:**

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

**Recommendation:**

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

---

**Background:**

This report outlines the general activities of the department for the month of October 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:**

108358



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

### **1.1 - Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO1.1	3100 - Refuse Collection Revenue	\$41,906	\$82,376

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

		<b>Actual</b>	<b>Budget</b>
ENVIRO1.3	3110 - Refuse Disposal Revenue	\$21,119	\$41,678

		<b>Actual</b>	<b>Budget</b>
ENVIRO1.4	3110 - Refuse Disposal Operational Costs	\$25,260	\$85,000

### **1.2 - Report**

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

The facility continued to be pushed 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	\$33,504	\$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 October did not show any signs of E.coli in all four townships.

Staff are currently undertaking a full review of the DWQMP for submission to the Department by 21<sup>st</sup> November 2019.

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

One (1) Food Recall was received during the month with no impact to local food businesses.

### Food Safety

Council's external food auditor undertook food business audits during October. There were a couple of food businesses that have made an improvement since their last inspection. Four (4) food businesses were issued with an improvement notice. These improvement notices will be followed up in the next round of inspection in May 2020, if the businesses fail to comply with the notice they will be issued with an infringement notice.

## 3 – Local Law Administration

### 3.1 – Budget

		Actual	Budget
ENVIRO3.1	3210 - Animal Registration Fees	\$4,051	\$5,000
ENVIRO3.2	3210 - Fines & Penalties – Animal Control	\$480	\$1,000
ENVIRO3.3	3210 - Animal Boarding	\$1,589	\$2,500
ENVIRO3.4	3210 - Local Law Administration	\$38,599	\$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	Nil
Euthanized/Destroyed/Rehomed	One (1) beast euthanized due to being hit along the highway
Verbal/Written/Official warning	Nil
Complaints	Nil
Dog Boarding	Eight (8)
Removal of Dead Animals	Nil
Trapping Locations & Results	Nil

Infringement Notices have been sent out to owners who have not paid their animal registration.



## **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	\$8,495	\$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	\$14,250	\$195,000
ENVIRO4.6	3230 - Pest Animal Control Program	\$30,457	\$77,000

### **4.2 – Report**

#### **Pest Control**

Local Laws Officer sprayed the Cultural Workshop for Red back spiders

#### **Feral Animal Control**

There were 2 dingo scalps presented in October.

The October round of 1080 baiting was conducted during October with the following data being recorded;

**Participation** – 43 properties

**Treated meat (kg)** – 11,630kg

**Travel (km)** – 1,490km

New laws are being introduced with all meat being injected which would double the length of baiting from 1 week to possibly 2 weeks.



### Pest Weed

Local Laws Officer has sprayed along runway edges at Julia Creek Aerodrome.

## **5 – Livestock Operations**

### **5.1 – Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO5.1	3235 - Livestock Weighing Revenue	\$28,253	\$56,000
ENVIRO5.2	3235 - Livestock Cattle Train Loading Revenue	\$23,104	\$20,000
ENVIRO5.3	3235 - Livestock Operational Costs	\$27,690	\$68,000

### **5.2 - Report**

#### **Julia Creek Livestock Facility**

There were 5,492 cattle weighed at the facility during October.

#### **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	1280
OCTOBER	1153	790	1252	4613	1127	4708	5492
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>13,491</b>





**Livestock Operations (Cattle Loading)**

A total of 1,328 head of cattle loaded during October with a total of seven (7) trains being loaded.

**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	1328
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>16165</b>

**6 – Stock Routes and Reserves**

**6.1 – Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO6.3	3300 - Stock Route – Permit/Water Fees	\$9,615	\$8,600
		<b>Actual</b>	<b>Budget</b>
ENVIRO6.2	3300 - Stock Route Recoverable Works (Revenue)	\$0	\$48,000
		<b>Actual</b>	<b>Budget</b>
ENVIRO6.4	3300 - Trustee Lease Fees	\$2,394	\$70,700
		<b>Actual</b>	<b>Budget</b>
ENVIRO6.5	3300 - Reserves Agistment Fees	\$5,446	\$15,000
		<b>Actual</b>	<b>Budget</b>
ENVIRO6.6	3300 - Precept Expenses	\$0	\$18,100
		<b>Actual</b>	<b>Budget</b>
ENVIRO6.7	3300 - Stock Route Maintenance	\$35,480	\$158,000
		<b>Actual</b>	<b>Budget</b>
ENVIRO6.8	3300 - Reserves Expenses	\$2,946	\$31,500



## **6.2 - Report**

### **Stock Routes**

AACo walked 1800 head of cattle from Cannington to Carrum. The last drover will hopefully be coming from Richmond Shire through to Combo to Winton in the first few weeks of November.

DNRME Capital Works – Blanches Gully should be cleaned out before Christmas

### **Reserves**

McKinlay Pipe and Tanks for Reserves are expected to be installed by mid September

Some of the Kynuna Reserve fencing should be completed before Christmas

Payment from TMR for fencing damaged during the flood event should be received early November

## **6.3 - Cemeteries**

### **6.3.1 – Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO6.9	3400 - Cemeteries	\$4,161	\$17,000

## **7 – Work Program (Workcamp)**

### **7.1 - Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO7.1	3600 - Work Program	\$12,599	\$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.

#### **Work Program Activities**

<b>Activity</b>	<b>Details</b>
Mowing of various NFP yards in Julia Creek	Mowing conducted frequently
Mowing of all local churches	Mowing conducted frequently
Mowing/Whipper snipping around Airport Area	Mowing conducted when required
Whipper snipping 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 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

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

### **8.1 – Budget**

		<b>Actual</b>	<b>Budget</b>
ENVIRO9.1	3810 - Council Property / Staff Housing Program Rev	\$38,151	\$75,000

		<b>Actual</b>	<b>Budget</b>
ENVIRO9.3	3810 - Council Property / Staff Housing Program Exp	\$88,576	\$150,000

### **8.2 - Report**

#### **Council Property / Staff Housing**

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

<b>Activity</b>	<b>Number</b>
Properties Available for use	4 Amberley Drive Unit B, 4 Shaw Street
New Tenancies	One (1) – 25 Byrne Street
Finalised Tenancies	One (1) – Unit B, 4 Shaw Street
Remedy Breach	Nil
Notice to Leave	Nil
Notes/Repairs	General Maintenance performed when required. Quotes are being sourced for the upgrade of bathrooms at 3 Coyne Street and Airport Residence



### Old Senior/Aged Care Housing

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

Activity	Number
Properties Available	4
New Tenancies	Nil
Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil
Notes/Repairs	General Maintenance performed when required.

### Fr Bill Bussutin Community Centre

#### Budget

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

	Actual	Budget
ENVIRO10.4 3820 - FRB Centre RENT	\$11,060	\$30,000

	Actual	Budget
ENVIRO10.5 3820 - FRB Units & Community Ctre Operational Costs	\$29,455	\$63,000

### Seniors Living Units

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

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. New aircon installed in bedroom at Unit 8. Rent increases have been applied for the 2019-20 Financial Year.



## **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	\$10,986	\$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	\$6,102	\$6,780

		<b>Actual</b>	<b>Budget</b>
ENVIRO12.3	2760 - Disaster Management Operational Costs	\$95,111	\$25,500

### **10.2 - Report**

#### **Disaster Management**

No incidents activated the LDMG during the month of October.

#### **SES**

General training was conducted with Fire Station, Ambulance and Police Services.

A combined emergency services day held at the Julia Creek Fire Station was a success, with many locals keen to look over the cars, boats and trucks.

McKinlay Community Shed and Emergency Centre Shed Upgrade - Items have begun to arrive for installation.



Ordinary Meeting of Council Tuesday 19 November 2019

**6.2 Subject:** McKinlay Shire Council - Drinking Water Quality Policy.

**Attachments:** Drinking Water Quality Policy 2019 *InfoXpert ID: 108656*

**Author:** Project and Assets Manager

**Date:** 7<sup>th</sup> November 2019

---

**Executive Summary:**

The McKinlay Shire Council is required under the Water Supply (Safety and Reliability) Act 2008 to have a Drinking Water Quality Policy as a companion document to the Drinking Water Management Plan.

The adoption of the proposed policy will allow the completion of the required Management Plan and the relevant document submissions to the Council's Drinking Water Regulator before the deadline has been reached.

**Recommendation:**

*That the Council adopts the McKinlay Shire Council - Drinking Water Quality Policy 2019.*

---

**Background:**

Nil

**Legal Implications:**

Council will have a reference policy for Drinking Water Quality compliance.

**Financial and Resource Implications**

Nil.

**Risk Management**

Risk assessment and management of activities affecting Council's operations and its environment responsibilities

**InfoXpert Document ID:**

108655

# McKinlay Shire Council



## *Drinking Water Quality Policy*

## Contents

1. Policy Intent.....	3
2. Scope .....	3
3. Background/Supporting Information .....	3
4. Authority (Legislations).....	3
4. Policy Statement .....	4
5. Responsibility.....	4
6. Review .....	4

DRAFT



## **1. Policy Intent**

To establish a policy for the implementation and maintenance of the McKinlay Shire Council's potable water supplies, that complies with the relevant legislation and standards and protects the public's health.

## **2. Scope**

This policy applies to all McKinlay Shire Council activities associated with the supply of potable drinking water to its communities.

The Policy also pertains to all support, operational, and management personnel involved in the provision of potable drinking water and its associated infrastructure.

## **3. Background/Supporting Information**

McKinlay Shire Council (MSC) is bound by the requirements within the *Water Supply (Safety and Reliability) Act 2008* and the *Public Health Act 2005* to provide potable water to all consumers within the MSC water supply declared service areas.

## **4. Authorities & Legislations**

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Water Act 2000*
- *Water Supply (Safety and Reliability) Act 2008*
- *Water Fluoridation Act 2008*
- *Plumbing and Drainage Act 2018*
- *Plumbing and Drainage Regulation 2019*
- *Public Health Act 2005*
- *Work Health and Safety Act 2011*
- *Work Health and Safety Regulation 2011*

## 4. Policy Statement

MSC commits to implement and maintain a Drinking Water Management System that reflects the Australian Drinking Water Quality Guidelines and preserves and protects the health of the McKinlay Shire's communities.

To achieve this Council will:

- Use the risk-based approach to identify and manage environmental hazards or hazardous activities within its drinking water quality management;
- Continually strive to improve procedures and performance within the Drinking Water Quality Management System, reviewing our practices against industry standards and expectations of our stakeholders;
- Incorporate the needs and expectations of our consumers, stakeholders, regulators and employees into drinking water quality management;
- Strive to maintain compliance with all relevant environmental legislation, codes of practice and our Information Notices;
- Ensure all employees are suitably qualified within their area of responsibility and are aware of their environmental obligations, striving to create a positive culture and awareness;
- Develop the appropriate capabilities needed for contingency planning and incident response;
- Undertake regular monitoring of drinking water quality, develop and maintain effective reporting mechanisms to provide relevant and timely information and promote confidence in the management of MSC's potable water supply systems;
- Participate in appropriate research and development opportunities to improve our understanding of drinking water quality issues and performance;
- Recognise source and transfer network protection as a key component of our Drinking Water Quality Management Systems.

## 5. Responsibility

The McKinlay Shire Council is responsible for the adoption, amendment and repeal of this Policy, and the Chief Executive Officer and his delegates is responsible for the development and amendment of any associated procedures and guidelines relevant to the Policy.

## 6. Review

It is the responsibility of the Director of Engineering Environment & Regulatory Services to monitor the adequacy of this policy and recommend appropriate changes.

This policy will be formally reviewed every three years or as required by Council.

This Policy is to remain in force until otherwise amended/repealed by resolution of Council.

**CHIEF EXECUTIVE OFFICER**



**6.3 Subject:** McKinlay Shire Council - Trade Waste Policy 2019.

**Attachments:** Trade Waste Policy 2019 *InfoXpert ID: 108658*

**Author:** Project and Assets Manager

**Date:** 7<sup>th</sup> November 2019

---

**Executive Summary:**

The McKinlay Shire Council does not currently have a Trade Waste Policy.

This limitation has restricted the Council's staff and its agents from applying trade waste operational conditions, undertaking inspection or direct corrective instructions to trade waste producers in the areas of trade waste management and their discharge practises.

The adoption of a policy in this area will allow the Council's contracted Food-Safe/ Health inspectors to include Grease and Oil interceptors/ arrestors into their inspections and issue report on non-conformances to the trade waste systems owner.

This is important in areas where the trade waste is intercepted upstream of an On-Site Treatment System, as the risk to public health and the environment is greater on a restricted volume treatment system.

The adoption of a policy will allow the Council's staff to assess the installation or modifications of trade waste systems, be able to set a sizing standard, undertake inspections, set trade waste agreements, issue corrective instructions, apply non-conformance procedures and undertake actions to protect the council's Sewer Network, Pump Stations, Treatment Works and processes.

**Recommendation:**

*That the Council adopts the McKinlay Shire Council - Trade Waste Policy 2019.*

---

**Background:**

It was discovered during Sewer Manhole works in the Burke Street laneway near Julia Street that the sewer main running in an easterly direction was blocked with a large amount of grease and fat.

This type of sewer blockage is always a concern for Council's staff as the Sewer Network, Pump Stations and Treatment Plant are not designed to transfer or treatment this type of effluent.

Trade waste discharges have the following adverse effects on a Sewer Network;

1. Destruction of the concrete surfaces e.g. benching and walls of affected Manholes.
2. The addition of oils and fats within the sewer main can decrease the volume of the pipe as the fats convert to a solid state.
3. Solid fats and greases that enter a pump station attract and carry grits and non-biologicals that increase the loadings on the pump's motors and impellers, additionally the congealed fats combining with abrasive grits decrease the pumps life cycle and operational outputs.
4. Uncontrolled trade waste discharges into the Council network can lead to service interruptions and poor network performance and in a worst-case scenario an environment notifiable event.

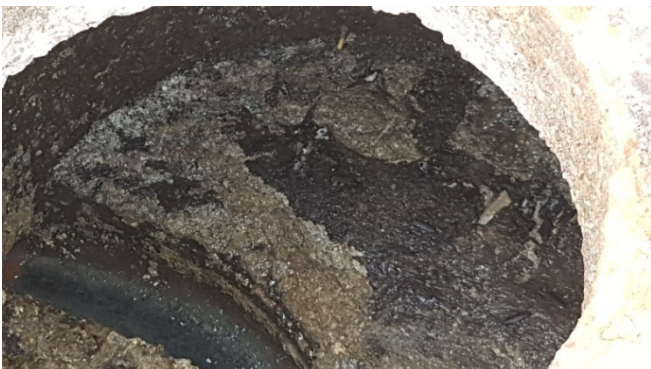


Reference photos on the laneway sewer blockage;

Downstream Manhole displaying floating fats. Fat deposits inside of Manhole after Blockage.



The Hotel's sewer connection and manhole benching has been adversely affected





Ordinary Meeting of Council Tuesday 19 November 2019

Hotels Grease Trap undersized for the volume of the Trade waste being produced.

Please note the GT displayed in the picture below was cleaned less that 24hr before this photo was taken.



**Legal Implications:**

Council will have a reference policy for Trade Waste compliance.

**Financial and Resource Implications**

Compliance fees and charges – non-conformance Fees and charges.

**Risk Management**

Risk assessment and management of activities affecting Council's operations and it's environment responsibilities

**InfoXpert Document ID:**

108657



## Trade Waste Policy 2019

## Table of Contents

1.	Policy Statement .....	3
2.	Purpose and Objectives .....	3
	Persons who require approval to discharge trade waste.....	4
3.	Trade Waste Management.....	5
	Suspension or Cancellation of Trade Waste Approval .....	5
	Penalties and Enforcement.....	6
	Trade Waste Charges and Fees.....	6
4.	Policy Scope/Coverage .....	6
5.	Authorities & Legislations .....	7
6.	General Requirements .....	7
	Trade Waste Sizing – Grease and Oil Arrestors .....	7
	Requirements .....	7
	Correct arrestor sizing based on peak hourly flow .....	8
	Example calculation .....	9
	Maintenance requirements .....	9
	Important notes .....	11
	Onsite Sewerage Treatment Facilities .....	11
7.	Responsibility.....	13
8.	Review .....	13

Policy Owner	McKinlay Shire Council
Policy Administrator	McKinlay Shire Council's Chief Executive Officer
Policy Author	Project and Assets Manager
Policies Delegates	Director of Engineering, Environmental and Regulatory Services Project and Asset Manager Team leader, Environmental and Regulatory Services Water and Wastewater Officer
Supporting Legislation and Documents	<i>Water Supply (Safety and Reliability) Act 2008</i> <i>Plumbing and Drainage Act 2018</i> <i>Standard Plumbing and Drainage Regulation 2019</i> <i>Environmental Protection Act 1994</i> Environmental Protection Regulation 2008 <i>Sustainable Planning Act 2009</i> <i>Public Health Act 2005</i>
Documents Directly Related	MSC-Trade Waste Management Plan MSC-Trade Waste Enforcement Procedure

## 1. Policy Statement

McKinlay Shire Council will provide a liquid waste disposal service for non-domestic, commercial and industrial waste in accordance with the principles of ecological sustainability and in a manner, which safeguards public health and is consistent with McKinlay Shire Council's legislative obligations.

McKinlay Shire Council's will accept, subject to conditions, biodegradable waste into the sewerage system, provided that:

- The system has adequate capacity to effectively collect, transport and treat the waste;
- The waste does not hinder the recycling of by-products; and
- Is in accordance with the principles of ecological sustainability and eco-efficiency, all practicable waste minimisation, recycling and reuse options have been applied by the customer.

## 2. Purpose and Objectives

The key features of McKinlay Shire Council's trade waste management approach are:

- A two staged risk-based assessment system;
- Mandatory and target sewer admission limits;
- Three trade waste category system; and
- A strategy of property-based billing to the owner for sewerage volumetric and generator- based permitting based on McKinlay Shire Council's Trade Waste Management Plan risk assessment.

The purpose of this Trade Waste Policy is to outline McKinlay Shire Council's principles for trade waste management and provide stakeholders with information on McKinlay Shire Council's liquid waste disposal service for non-domestic, commercial and industrial waste.



The specific objectives of the McKinlay Shire Council's trade waste management approach are as follows:

- To prevent harm or injury to sewerage employees and general public;
- To safeguard the sewerage system against damage, blockage and/or surcharging;  
To encourage waste minimisation and cleaner production/pollution prevention, including waste prevention, recycling and appropriate pre-treatment;
- To promote water conservation;
- To exclude non-biodegradable and potentially harmful substances that may:
- Cause non-compliance with statutory license approval conditions;
- Cause the treatment process to fail;
- Affect the efficiency of the treatment process or cause or increase the generation of objectionable odours;
- Render effluent or biosolids unacceptable for reuse or disposal;
- Cause any other detriment to the environment; or
- Physically damage infrastructure;
- To move McKinlay Shire Council towards a wastewater source management philosophy as outlined in the National Wastewater Source Management Guidelines;
- To encourage a co-operative and consultative approach with industry to resolve non-compliance issues with respect to trade waste discharges to sewer;
- To equitably recover the cost of services to commerce and industry including the cost of conveyance, treatment and disposal, maintenance and repair of damage to the sewerage system;
- To protect and assist in the operation of the sewerage system and the design of augmentations or new sewerage systems by providing operational data on the volume and composition of trade waste; and
- To conform with the National Water Quality Management Strategy Guidelines for Sewerage Systems, Acceptance of Trade Wastes (Industrial Wastes), Agriculture and Resource Management Council of Australia and New Zealand and Australian and New Zealand Environment and Conservation Council, November 1994.

### Persons who require approval to discharge trade waste

A person must not discharge trade waste into McKinlay Shire Council's sewerage network without written consent from McKinlay Shire Council. Any person wishing to discharge trade waste to sewer must apply to McKinlay Shire Council for a trade waste approval.

A trade waste approval is the written approval from McKinlay Shire Council that states the requirements and conditions under which discharge to sewer is allowed.

Approval for the discharge of trade waste is granted in the form of a Trade Waste Permit or a Trade Waste Agreement, depending on the level of risk McKinlay Shire Council perceives the discharge poses to the health and safety of personnel or to the condition of sewerage assets.

Acceptance of any given trade waste to sewer shall always be at the discretion of McKinlay Shire Council.

### 3. Trade Waste Management

Trade Waste discharges will be categorised according to the risk the discharge poses to the sewerage system.

For details of how individual trade waste generators will be assessed and managed refer to the Trade Waste Management Plan.

To minimise environmental harm; It may be necessary to install equipment to treat the trade waste before it is discharged into the sewer.

For customers installing 'off the shelf' devices such as grease traps, etc. only pre-treatment products that are listed on McKinlay Shire Council's approved pre - treatment devices register may be used without written consent. Refer to McKinlay Shire Council's Trade Waste Management Plan.

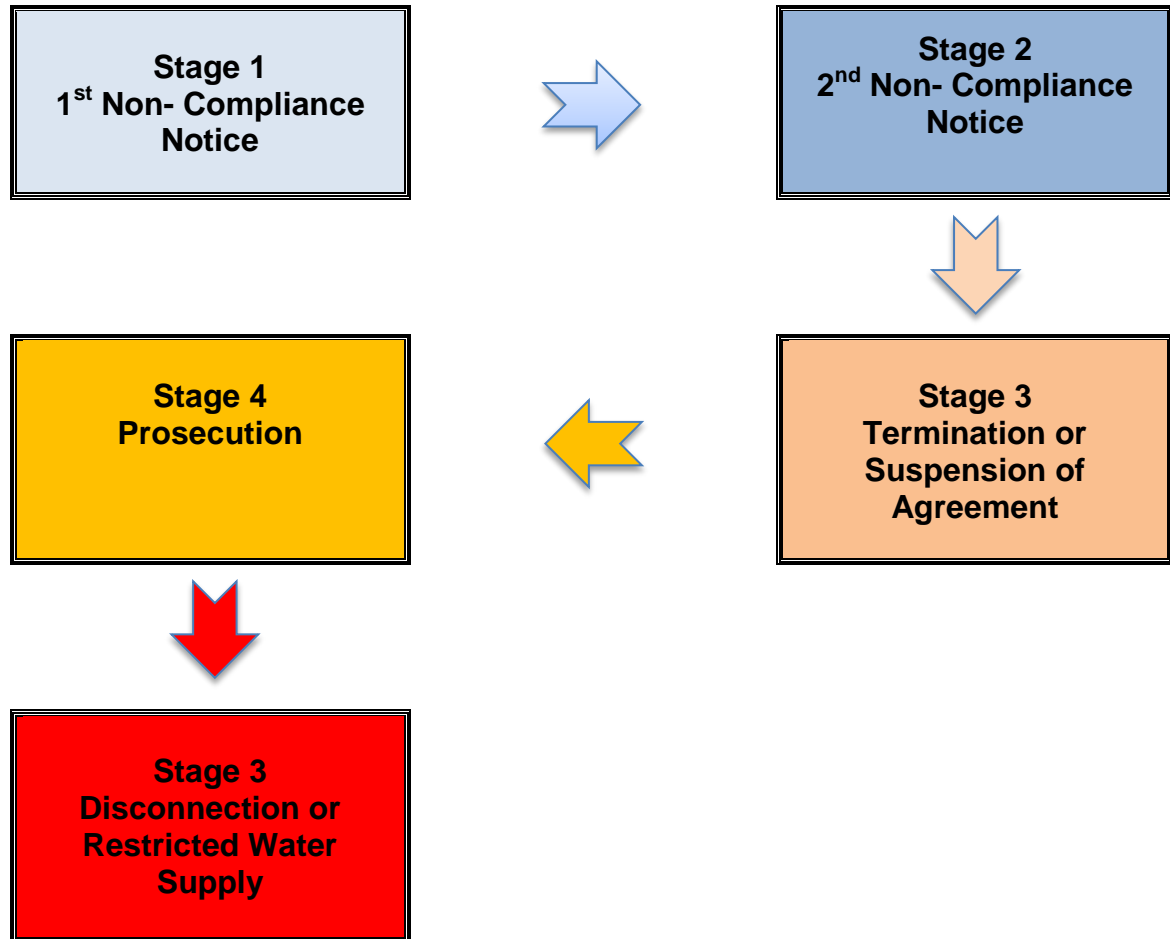
#### Suspension or Cancellation of Trade Waste Approval

Each of the following is a ground for the suspension or cancellation of a trade waste approval:

- The customer has contravened a condition of the approval;
- The customer has contravened a provision of the legislation (including this policy);
- The terms of the approval are no longer appropriate because the circumstances under which wastes are generated by the holder of the approval have significantly changed since the approval was given;
- Urgent action is necessary in the interests of public health or safety to prevent environmental harm or prevent damage to McKinlay Shire Council's sewerage system; and
- Where applicable, trade waste will be suspended or cancelled in accordance with the relevant legislation.

## Penalties and Enforcement

A trade waste customer who is found to be non-compliant with their trade waste approval will be managed in accordance with the Trade Waste Enforcement Procedure by way of a 5- stage process.



## Trade Waste Charges and Fees

Trade waste charges and fees will be levied in accordance with McKinlay Shire Council's Schedule of Fees and Charges. The calculation of these fees is based on the pricing principle of 'user pays' and aims to recover the full costs of treating and disposing of trade waste.

## 4. Policy Scope/Coverage

This Trade Waste Policy is intended to provide information about McKinlay Shire Council's trade waste management approach to:

- Any person (trade waste generator) intending to discharge a trade waste into McKinlay Shire Council's sewerage network;
- An owner of a premises where trade waste is being discharged into McKinlay Shire Council's sewerage network;
- Environmental regulators of McKinlay Shire Council's systems;
- McKinlay Shire Council staff; and
- Liquid waste carriers who discharge waste to McKinlay Shire Council's sewerage

system.

## 5. Authorities & Legislations

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Water Act 2000*
- *The Sewerage Code of Australia*
- *Plumbing and Drainage Act 2018*
- *Plumbing and Drainage Regulation 2019*
- *Public Health Act 2005*
- *Work Health and Safety Act 2011*
- *Work Health and Safety Regulation 2011*
- *Environmental Protection Act 1994*

## 6. General Requirements

### Trade Waste Sizing – Grease and Oil Arrestors

The requirements described in this policy are for the purpose of setting an acceptable level of controls and guidelines that are applicable for the McKinlay Shire Councils Sewer Network and its Treatment process.

This policy will apply to all new or replacement grease and oil arrestors installed and connection to the McKinlay Shire's sewerage system after 11<sup>th</sup> of December 2019.

### Requirements

For new or replacement grease and oil arrestors the minimum size is **1000L** and the maximum size is **5000L**.

Where constraints exist, McKinlay Shire Council may, at its sole discretion, provide written consent to modify the arrestor sizing if a request and justification is made in writing by a qualified hydraulic consultant or other suitably qualified person representing the applicant.

- Grease and oil arrestors must be sized to provide a minimum of one-hour retention at peak hourly trade waste flow.
- The peak hourly trade waste flow should be calculated using the total of the guideline flows attributable to each trade waste generating fixture (see over page).
- Alternative peak hourly flow estimates may be accepted where a qualified hydraulic engineer attests to the peak flow and design (thereby providing a performance guarantee for the system design and taking responsibility for any failure to meet sewer acceptance criteria).
- Where tenancy occupiers are unknown (i.e. new set of shops), the minimum grease arrestor sizing requirements are as follows:
  - Minimum grease arrestor capacity allocation for the 1st connected tenancy is **1000L**, and
  - Minimum grease arrestor capacity allocation for each additional tenancy shown as connected to trade waste is **500L**, unless the applicant provides documentation with submitted hydraulic plans justifying an alternative pre-treatment allowance.

**Existing non-compliant grease and oil arrestors need not be replaced retrospectively, except where (at our discretion) the system is causing a Negative impact on Council's Sewerage Network.**

### Correct arrestor sizing based on peak hourly flow

McKinlay Shire Council's method of sizing allows a minimum of one-hour detention within the arrestor based on estimated peak hourly trade waste flows.

To estimate the peak hourly trade waste flow within a trade waste generating area, sum the peak hourly flow allowances (from the table below) for all fixtures draining from the relevant area.

We will accept calculations made using this method without any additional attestation or justification by your hydraulic consultant.

FIXTURE/FITTING TYPE	PEAK HOURLY FLOW ALLOWANCE
Bain Marie - water heated	Use maximum capacity of the apparatus x 3
Bin wash	Install in-floor self-closing dry bucket arrestor trap Installation of a grease arrestor is not required
Floor waste / bucket trap / grated strip drain	50L/hr. for every 50m <sup>2</sup> of floor area, or part thereof
Sealed floor waste gully	0L/hr. Add allowance for any listed connected apparatus
Cleaners' sink	30L/hr.
Dishwasher - tunnel feed*	Use manufacturer's peak flow rate per hour x 3
Dishwasher - large (>1 outlet) *	Use manufacturer's peak flow rate per hour x 3
Dishwasher – medium (upright) *	300L/hr.
Dishwasher – small (under bench) *	150L/hr.
Glass washer - tunnel feed	Use manufacturer's peak flow rate per hour x 3
Glass washing machine	150L/hr.
Grease canopy (water cleaned)	50L/hr.
Hand basin	30L/hr.
Ice cream machine soft serve	60L/hr.
Laboratory sink (commercial or research lab)	50L/hr.
Laboratory sink (educational facility)	22L/hr.
Noodle cooker	100L/hr.
Potato peeler (large commercial application)	Use manufacturer's peak flow rate per hour x 3
Potato peeler (small kitchen application)	100L/hr.
Rotisserie rack	100L/hr.
Steamer Roast Oven / Combi Oven	1000L + 40 L/hour per rack. 3000L grease arrestor minimum size for high use Combi ovens (i.e. supermarkets, fast food)
Electric or gas /steamer cooker / kettle	200L/hr.
Sink - utility / pot per outlet connected separately to drain (greater than 300mm)	300L/hr.
Sink – single bowl (depth up to and including 300mm)	150L/hr.

Sink – double bowl (depth up to and including 300mm fixture pair connection)	300L/hr.
Trough up to 4 taps	40L/hr.
Trough greater than 4 taps	Refer to trade waste section for advice
Tundish- condensate (refrigerator / freezer condensate)	3L/hr.
Tundish- other (except refrigerator condensate)	10L/hr. Add allowance for any listed connected apparatus
Wok burner –dry	30L/hr. per water arm
Wok burner –wet	Use manufacturer's peak flow rate per hour x 3

### Example calculation

The following table describes a trade waste generating area with typical fixtures draining to a grease arrester:

#### **Example Information Schedule (required on hydraulic plans with grease or oil arrestors)**

Arrestor No.	Tenancy	Business Type	Fixtures	Qty	Peak Hourly Trade Waste Flow (L/hr.) <sup>1</sup>	Arrestor Capacity (L) <sup>2</sup>
BW2635	1	Takeaway	Floor waste	1	50	
			(50m <sup>2</sup> ) Hand basin	1	30	
			Double bowl sink	2	600	
			Cleaner's sink	1	30	
			Total		710	1000

#### Notes about example:

1. Peak hourly flows are obtained from this guideline.
2. Total of peak hourly flows for fixtures is 710L/hour, but minimum arrester capacity is 1000L.
3. When using this McKinlay Shire Council Utilities endorsed method, it is not necessary to make any additional allowances.

*The use of Standard Trade Waste Fractions by ANZSIC Code is not an applicable method for sizing of arrester system within the MSC as water usage is not currently recorded on a user pays system.*

### Maintenance requirements

Grease and oil arrester maintenance conditions are written into the trade waste approvals/agreements as they are required.

In general, Council applies the following pre-treatment maintenance requirements for arrestors:

The unit must be adequately sized, the grease and oil arrestors must be serviced to meet the manufacturer's recommendations or as described below:

Grease arrestors:

- At least once every 13 weeks unless otherwise specified within your trade waste approval;

#### Oil-silt arrestors:

- Triple interceptor types - at least once every 12 months unless otherwise specified in your trade waste approval;
- Plate separator types – at the frequency specified by the manufacturer (as a minimum) unless otherwise specified in your trade waste approval;
- Oil-silt water separation systems must be visually inspected on a routine basis for system leaks and trade waste effluent quality. There must be no free-floating mineral oil or hydrocarbon product discharged to sewer. Any free-floating debris in the system must be manually removed on a routine basis and disposed of in accordance with legislative requirements;

More frequent servicing may be a condition of the Trade Waste Approval and If you have a pre-existing arrestor with a treatment capacity less than 550 litres, you may be required to:

- have the unit serviced at an increased frequency (determined by us on a site by site basis and recorded on the trade waste approval);
- have a dry basket arrestor (strainer) with a fixed screen or an automatic closing mechanism that prevents discharge to sewer when the basket/strainer is removed, installed in all connected sink and floor drains;

#### Responsibility for maintenance

- As a trade waste approval holder, you must undertake maintenance and keep records on your grease and oil arrestor in line with your trade waste approval's conditions.

#### Pre-treatment Infrastructure in multiple tenancies

Where a commercial property is divided into multiple tenancies (such as a premises with separate areas used as individual tenancies), the trade waste approval is issued to the property owner. The person responsible for maintaining grease and oil arrestors used or shared by the tenancies is the property owner.

We will send non-compliance notices for inadequate servicing to the approval holder.

#### Pre-treatment infrastructure in a Community Title Scheme (CTS)

Within a CTS, the trade waste approval is issued to the owner of the lot upon which the trade waste is generated. The lot owner, as the approval holder, is responsible for maintaining grease and oil arrestors on their lot.

The person responsible for maintaining grease and oil arrestors located within CTS common property is determined by the origin of the trade waste:

- 1) Where the trade waste originates from a lot (other than common property) the lot owner holds the approval and is responsible for maintenance of the arrestor to which the owner's waste discharges. This may require the approval holder to broker maintenance arrangements with the body corporate or other lot owners (in the case of shared infrastructure) but responsibility remains with the approval holder.
- 2) Where the trade waste originates from the common property (e.g. for a bin wash or cooling tower) the body corporate identified on the community management statement for the CTS will hold the trade waste approval and is responsible for maintenance of the arrestor to which the waste discharges.

In all cases, Council will send non-compliance notices for inadequate servicing of pre-treatment infrastructure located within a CTS lot to the approval holder.

### Important notes

- 1) Grease, fat, mineral oil, hydrocarbon products, residual wastes and regulated wastes that are removed from grease and oil arrestors must not be discharged into Council's Sewerage Network.
- 2) The use of authorised trade waste additives, such as bacterial cultures and enzymes, in grease traps and sewer pipes cannot be used as a **substitute** for **regular maintenance**.
- 3) Arrestors under this form of treatment **must** continue to be regularly serviced by the complete evacuation method at a frequency determined by negotiation.
- 4) If failure to maintain your arrestor causes interference to Council's Sewerage Network (e.g. sewer blockage or odour) or causes a public health risk, you may be subject to enforcement action and possible cost recovery claims.

### Onsite Sewerage Treatment Facilities

Council's has responsibility under its governing Legislation, via Act's, Regulations and authorities to undertake actions for the benefit of the public and the members of this community.

Council is the responsible body for the receipt of On-Site Sewerage Treatment installation and modification applications, the assessment on sizing, suitability, and disposal systems being planned or utilised.

Council as the regulatory authority for these types of Treatment Systems Council requires full disclosure of the trade waste components of the installation or modification to the on-site system. Any installation or modification to a On-Site Sewerage or Grey Water Treatment System must be registered with Council and the works must be undertaken by a Qualified and Licenced person or contractor holding the correct endorsements for the works.

In general the Council will utilise the option for self-monitoring of the operational performance of a On-Site system.

The requirements and volumes and the (parameters to be monitored) can be part of the systems approve and assessment.

Self-monitoring requirements:

Self-monitoring is the sampling and analysis of nominated parameters within the trade waste discharge of a premises by the trade waste producer.

Self-monitoring programs are the responsibility of trade waste producer and conformance to the codes and standards is the owner of the arrestor responsibility.

The trade waste risk classification for the premises will be determined using the risk assessment methods described in the Trade Waste Environmental Management Plan. The higher the risk the more self-monitoring is required.





## 7. Responsibility

The McKinlay Shire Council is responsible for the adoption, amendment and repeal of this Policy, and the Chief Executive Officer and his delegates is responsible for the development and amendment of any associated procedures and guidelines relevant to the Policy.

## 8. Review

It is the responsibility of the Director of Engineering Environment & Regulatory Services to monitor the adequacy of this policy and recommend appropriate changes.

This policy will be formally reviewed every three years or as required by Council.

This Policy is to remain in force until otherwise amended/repealed by resolution of Council.

CHIEF EXECUTIVE OFFICER



**6.4 Subject:** McKinlay Shire Council - Hickman St Pump Station -OPERATIONAL & ASSET MANAGEMENT PLAN.

**Attachments:** Hickman St Pump Station -OPERATIONAL & ASSET MANAGEMENT PLAN 2019  
*InfoXpert ID: 108645*

**Author:** Project and Assets Manager

**Date:** 7<sup>th</sup> November 2019

---

**Executive Summary:**

The Hickman St Pump Station is the primary pump station for the McKinlay Shire Council's Sewer Network.

The pump station is in poor condition and an upgrade of its operational equipment and structures is required within the next 5 years.

The way that council currently operates the pump stations must be modified to include a greater level of inspection and servicing until a rectification/ refurbishment project can be undertaken.

Additional information can be found in the body of the plan and its proposed upgrade proposal.

**Recommendation:**

*That the Council assess the attached proposal and plans for future works at the Hickman St Pump Station.*

---

**Background:**

Nil

**Legal Implications:**

EHP and Environment - Compliance.

**Financial and Resource Implications**

Nil.

**Risk Management**

Risk assessment and management of activities affecting Council's operations and its environmental responsibilities

**InfoXpert Document ID:**

108659

# MCKINLAY SHIRE COUNCIL



## Hickman St Pump Station OPERATIONAL & ASSET MANAGEMENT PLAN



<b>Document Control</b>					
Rev No	Date	Revision Details	Author	Reviewer	Approver
1a	3 December 2018	Original Draft	David Sechtig		
1b	7 November 2019	Update	David Sechtig		

## TABLE OF CONTENTS

<b>EXECUTIVE SUMMARY What Council Provides</b> .....	<b>3</b>
Introduction .....	5
Fields of reference. ....	5
Study and Analysis.....	5
<b>Plans for the Future</b> .....	<b>10</b>
The Next Steps .....	10
Hickman St Pump Station Refurbishment Proposal;.....	11
Development Works.....	18
<b>Capital Upgrade Expenditure Estimate</b> .....	<b>19</b>

## **EXECUTIVE SUMMARY** *What Council Provides*

Council operates the Hickman St, Sewerage Pump Station as the main sewer transfer pump station, supplying the feeding and inlet head works of the Julia Creek Sewer Treatment Plant (STP).

### **Hickman St Sewerage Pump Station.**

The Julia Creek Sewer Reticulation Network collects domestic and commercial wastewater from property connections within the town of Julia Creek's urban area, the network also has sewer connections from some adjacent properties - via small sewer pump stations.

The primary sewerage pump station (Hickman St) is a Wet and Dry Well pump station.

The Wet Well is a straight containment type with a grit pit located below the pump inlet bells this design had the disadvantage of not being able to remove the grit that collects within the Well without manual assistance (physical removal).

This situation is also the same for rag intrusion, with rag and non-biologicals being discharged into the Wet Well and then having to be transfer via the pump's inlet pipework to the sewer transfer pumps located within the Dry Well.

The Dry Well contains the transfer pumps, inlet pipework and the discharge pipework.

The combined pump rates of 17lt/s is discharges into a 4"/100mm pressured rising main connected to the inlet of the Sewerage Treatment Plant.

The current configuration of the pump station does not lend itself to a single person operations as the general maintain program for the pump stations inspections of both the Wet and Dry Well are of a medium to high level confined space entry risk.

The access conditions to the Wet Well are of a concern as the ladders contain within the wells have passed their usable life, the same can be said about the access ladders and platforms and some of the primary operational components of the Dry Well, with sections of failing pipework and control valves, wall chipping and cracking in the concrete, the Council's exposure to major operational failure without an assertive maintenance or refurbishment program is extremely high and the cost of a regulatory fine is greatly increased.

The pump station has already had a major blockage within its inlet systems and had to be operated on a by-pass pump arrangement for a number of months, this placed additional stress on the sewer reticulation network at times where the by-pass pumps had to rely on the reticulation network as a buffer system until the pumps could catch up.

And while this is a normal situation during a storm event the ability for the transfer pump stations to recover is based on this capacity to transfer the receiving wastewater at a rate sustainable to prevent an overflow within the reticulation network the existing pump station does not have this capacity the Well's control system and pump controllers are a set rate based pump (supply and demand level indicator system) without any buffering abilities.

The Council has recently undertaken a upgrade of the Julia Creek STP this upgrade has increased the wastewater processing ability of the STP and a conversion of the Imhoff tank into an inlet buffering pump station with a storm load overflow into the two ground tanks (lagoons) has given an increase level of overflow security from the STP.

The Hickman St Pump Station compound also included a town water supply bore this Hickman St Bore would be classed as secondary class Bore due to its poor water quality, the main supply power is obtained from the state electrical grid and an onsite backup generator capable of operating the pump station's equipment on site and the STP has been installed, the Hickman St Genset is demand controlled and only operates when required.

The overall site is in fair condition although some compliance issues are evident with the Caravan dump point's water supply, the wash down hose supplied, and the Wet Wells access is a non-compliance entry point and a number of other issues will identified and address throughout this report, it would be prudent that any proposed refurbishment

plans from this pump station include the removal of any confined space entry requirements for the operation and operational control of this pump station.



## Introduction

The following information is for the purpose of identifying the current issues and conditions at the Hickman St Sewerage Pump Station and obtaining a viable reconstruction / refurbishment proposal.

### Fields of reference.

The analysis and assessment of the pump station will be against its current condition, the suitability and serviceability of the structure, and the equipment contained within the pump station, all identified issues, and their assessment based on their risk levels and their effects on Council.

Any proposed rectification or refurbishment plans/proposal must consider all relevant Codes and comply with all relevant Act's and Regulations.

## Study and Analysis

The following images are of the current conditions of the process and associated equipment for receiving, transfer and processing of sewer at the Hickman St Sewerage Pump Stations;

As shown in the image on the cover sheet the site is fenced by a 1.8m chain mesh fence with 3 strands of Barbed Wire, 2 x 6m gates.

The pump stations building is a brick structure with custom orb roof, the General Site Condition – unkempt.

As noted, the Caravan Dump Point has some issues with its wash down water supply and the area around it is difficult for the general public utilizing the site to keep clean.

Ref; image below;



### Issues;

*Potable water supply:* - accessible, removed from its mountings, uncontrolled discharge in the internals of the Caravan Dump Point (High Level Risk) of cross contamination of the following E-coli, shigellosis, typhoid fever, salmonella, and cholera.

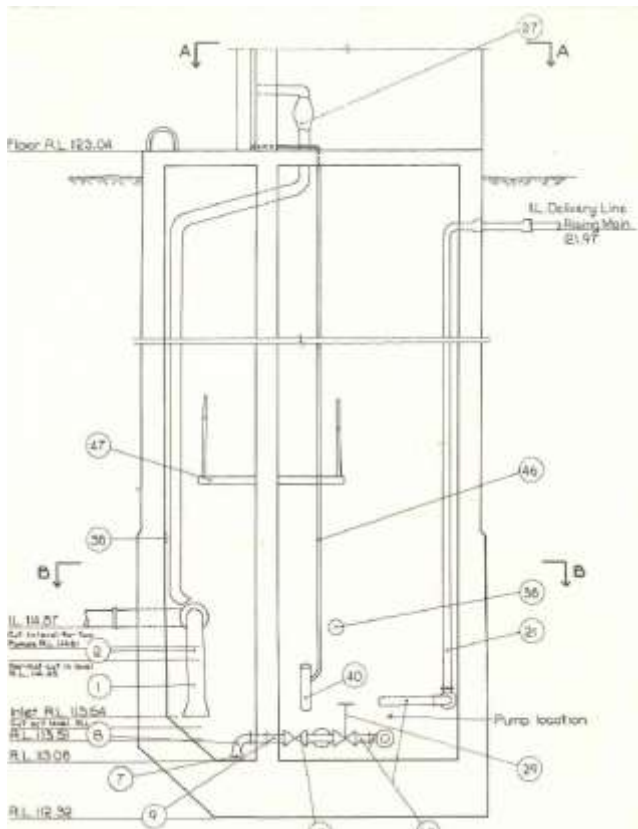
*Ground contamination:* - (High level Risk) around the Dump Point site, via in proper use or general lack of care, this also includes accidental spills.

### Recommendation;

Mount the supply tap on a post mount inside of the compound limit access to the tap via a hand access point through the fence, install backflow prevention device on the tap supply, Install restrict length wash down hose removing entry to Dump Point (controlling the cross contamination risk)

Install a concrete contaminate and spill pad around the Dump Point that incorporates a spill control lip.

The pump stations Wet and Dry Well configuration is shown in the image below “CARNO & DAVIES Australia Pty Ltd, McKinlay Shire Council, Julia Creek Sewerage Scheme, Sewerage Pump Station Pipework Detail layout Details,9005/35-1, (September 1980)”

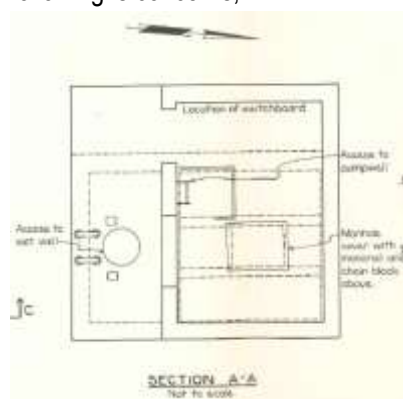


Both Wet and Dry Well are of a depth of 9.8 meters with the reticulation discharge inlet level of 8.53 meters

REF. No	DESCRIPTION	MAT.
1	229 mm dia. special bellmouth and fl. pipe.	C.I.
2	229 mm dia. fl. and fl. closing piece.	C.I.
3	229 mm dia. stop valve.	C.I.
4	229 mm dia. fl. tee.	C.I.
7	102 mm dia. bellmouth	C.I.
8	102 mm dia. short radius 90° bend fl. and fl.	C.I.
9	102 mm dia. with weep fl. fl. and fl.	C.I.
10	102 mm dia. stop valve fl.	C.I.
11	102 mm dia. fl. tee.	C.I.
12	102 mm dia. closing piece fl. and fl.	C.I.
13	Existing vertical centrifugal pumps to be replaced.	
16	102 mm dia. non-return valve.	C.I.
18	102 mm dia. short radius 90° bend fl. and fl.	C.I.
19	102 mm dia. closing piece fl. and fl.	C.I.
20	102 mm x 102 mm Duckfoot tee bend.	C.I.
21	102 mm dia. pipe fl. and fl.	C.I.
27	Electric driven blower fan.	
29	Valve handwheel.	M.S.
38	Bulkhead light fitting.	
40	Sump pump.	
46	Stop valve 19 mm dia.	
47	Platform supporting beam.	Struct. Steel
<b>ITEMS TO BE SUPPLIED UNDER THIS CONTRACT</b>		
61	Electric motor and pump (2 No.)	
63	Pipework to suit location of pump and existing delivery line. (2 Sets No.)	C.I.
<b>ITEMS TO BE SUPPLIED BY OTHERS FOR THIS WORK</b>		
62	Concrete pedestals for pumps. (2 No.)	



Access to the Wells are by slab penetrations and ladder/ platform systems The external Wet Well entry as shown above and the Wet Well itself have the following is concerns;



Pump Station's Floor Plan

*Wet Well entry:* - The entry is non-compliance with the entry lid not constructed from an acceptable load bearing material or fixed to the frame when closed.

Replace the entry lid with a compliance lockable gas tight / weatherproof sealed lid.

*The Ladders access:* - The access ladder and platform system in the Wet Well are in poor condition, raising the risk levels during a controlled entry.

Remove ladders and convert Well to a benched buffeting Well, this would remove the requirements of undertaking a confine space entry.

*The Wet Well's inlet isolation valves:* - The isolation valves on the inlet to the Wet Well are not in a serviceable condition an expanding test plug must be utilized to safety isolate the Raw Sewer inlet pipe.

Replace the valves with single stainless-steel knife valve in the inlet pipe deleting the existing twin valve system, and install a single discharge drop pipe on to new directional benching.

*Dry Well Ladders and access:* - As shown in the images below the current access ladders are in a poor but serviceable condition, the landing layout does not lend itself to rescue environment nor is there any way of controlling an uncontrolled ascent.

Remove the requirement of having to undertake a confine space entry, converting the Dry Well to a full Wet Well by benching the Well base to a railed submersible pump system, with variable speed controls.



*Inlet pipework Dry Well:* - The pump inlet pipework as displayed in the images below the inlet pipework is in a very poor condition with several temporary repairs having been installed awaiting replacement parts.

Adapt the Well's process/ transfer method to one that does not require the pump inlet pipework.

*Pump sets:* - The original pump system were twin shaft drive plinth mounted pump sets, these pump sets have been converted to a pair of semi-submersible pumps mounted on the original plinths, both pumps are of a fixed power and flow, and controlled by a level control system.

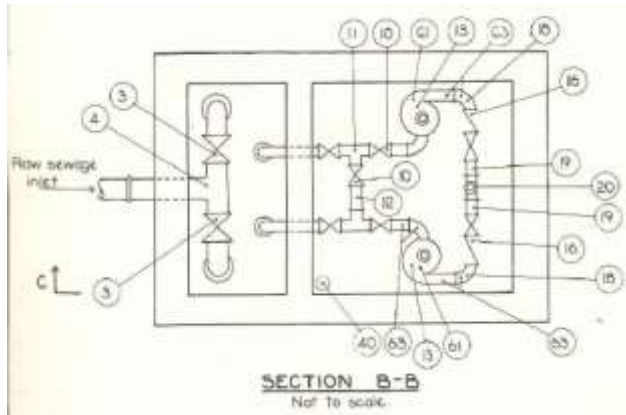
Convert the Dry Well to a full Wet Well by benching the Well's base and installing a railed submersible pump system, with variable speed controls.

*The Pump Stations Rising Main:* - The rising main is a mixture of ductile Iron and asbestos cement pipework, the pipework has reached its normal service life and

Replace the rising main with a upgrade and upsized HDPE rising main, allowing for lower transfer velocities and greater volumes, decreasing the current head

sections of the pressure main have become brittle, the valving on the rising main has become unreliable in its ability to isolation the main, the rising mains check valves have been replaced but the mains capacity to transfer the future loading is in doubt.

pressures on the pumps, and by installing the in Well rising mains from the pumps as a separate risers this would increase the level of redundancy on the system.



**Well Wall conditions:** - The Wet Well's walls have been exposed to sewerage and sewer gas, this has led to a breakdown of the concrete surfaces of the Well, the continuing exposure of these types of products will lead further exposure of the aggregate within the walls, the more the aggregate is exposure greater the risk of the Well's structure becoming weaker or porous.

Refurbish the Well's with a render and polyurethane surface seal.

**Control sets:** - The original pump control systems were float controlled connected to a simple relays with a high and low setting (start and stop) and a single high level alarm.

Council have installed a new control system with remote alarming and text notification, The pump controls have been converted to a multi-smart level sensor giving well level highs and runs. with variable speed controls capacities.

*The Pump Stations Telemetry:* - The Pump Station's alarm system conforms to the Council's EA license (Visual Alarms only) data recording of pump runs and pumping times is manual.

Council has undertaken a telemetry upgrade of the Hickman St Pump Station as part of the 18/19 budget, the upgrade included the installation of a Multi- Smart controller system capable of pump controls, recording , level controls and remote access, the unit has been future proofed with the installation of sonic level controls and connection to the Ethernet via a Elpro radio link to the Council's HMI in the Engineering Office, this installation is SCADA ready and expandable to a full control and totalizing unit.

## Plans for the Future

As the primary pump station for the Julia Creek Sewer Network, it would be feasible that the Council would continue to operate the Hickman St Pump Station for the foreseeable future, and as the pump station's operational conditions are approaching the end of their operational life; a program of replacement – refurbishment and augmentation based not only on the current requirements, but also on the developing program of projected or potential future networks flows and loadings that the pump station may be subjected to over the course of its useable life.

In its future plans Council must consider the following;

1. Ensure the Wastewater Network is maintained at a safe and functional standard.
2. That the Wastewater Network complies with the requirements as set out in council's EA License.
3. That all of their pump stations are maintained to operational standard and are fit for purpose.
4. That Hickman St Pump Station operates with the lowest level of operational risk to the Council, its operators and the public.
5. And that the Hickman St Pump Station is operated and maintained in such a manner as to not cause a hazard to the environment and others.

In addition to the points noted above there are two more key considerations of providing a sustainable sewer transfer pump station;

- The life cycle cost being the average cost over the life cycle of the asset, and
- The total maintenance and capital renewal expenditure required to deliver existing service levels in the next 10 years covered by Council's long term financial plan.

## The Next Steps

As already noted under the Study and Analysis section of this report the current condition of the pump station is poor and the pump station's long-term ability to deal with non-biologicals and the town's future demand would be in doubt without undertaking works to future proof the pump station.

Council has a number of options that it could consider.

### **1. Do nothing;**

This option is a high risk option: - as the Hickman St Pump Station has started to display an increasing amount of technical and physical failures and these failures will continue to increase as the pump station's equipment and structures – reach the end of their operational life cycle.

### **2. Operational equipment replacement program;**

Again this option is a high risk option; - because while it will address operation equipment failures it cannot address the overall structure and inlet systems deterioration, as the replacement program would be on a like for like or similar installation type which in most cases does not lend itself to major upgrades or improvements e.g. replacement of the ladder systems still requires a high risk confined space entry.

### **3. Pump Station Refurbishment Program/ Project;**

This is currently the best option for Council; - with a reduction of the future risk by address all of the operational and structural concerns at a lower cost than a full replacement project.

It has the advantage of utilizing all of the current structures and a large amount of the operational equipment on site, it is for this reason (that this is the option that is detailed in the refurbishment program).

#### **4. Replacement Project;**

This is option offers the best overall reduction of risk to Council and does offers the ability of future proofing the sewer transfer system, its drawbacks are cost and its requirements of having to redirect the sewer network and this transfer lines to and from the new pump station. The construction of a new pump station, inlet network, service connections and discharge systems at these depths, would not be practical of cost efficient at this time.

Again option 3 would be the most practical and cost effective option.

#### **Hickman St Pump Station Refurbishment Proposal;**

The following information is description of the works required to refurbish the Hickman St Pump Station.

**Please note:** The Hickman St Pump Station has operated on a by-pass system during times of operational failure; any upgrade program would be able to utilize the connections and operational procedures made or developed during these events.

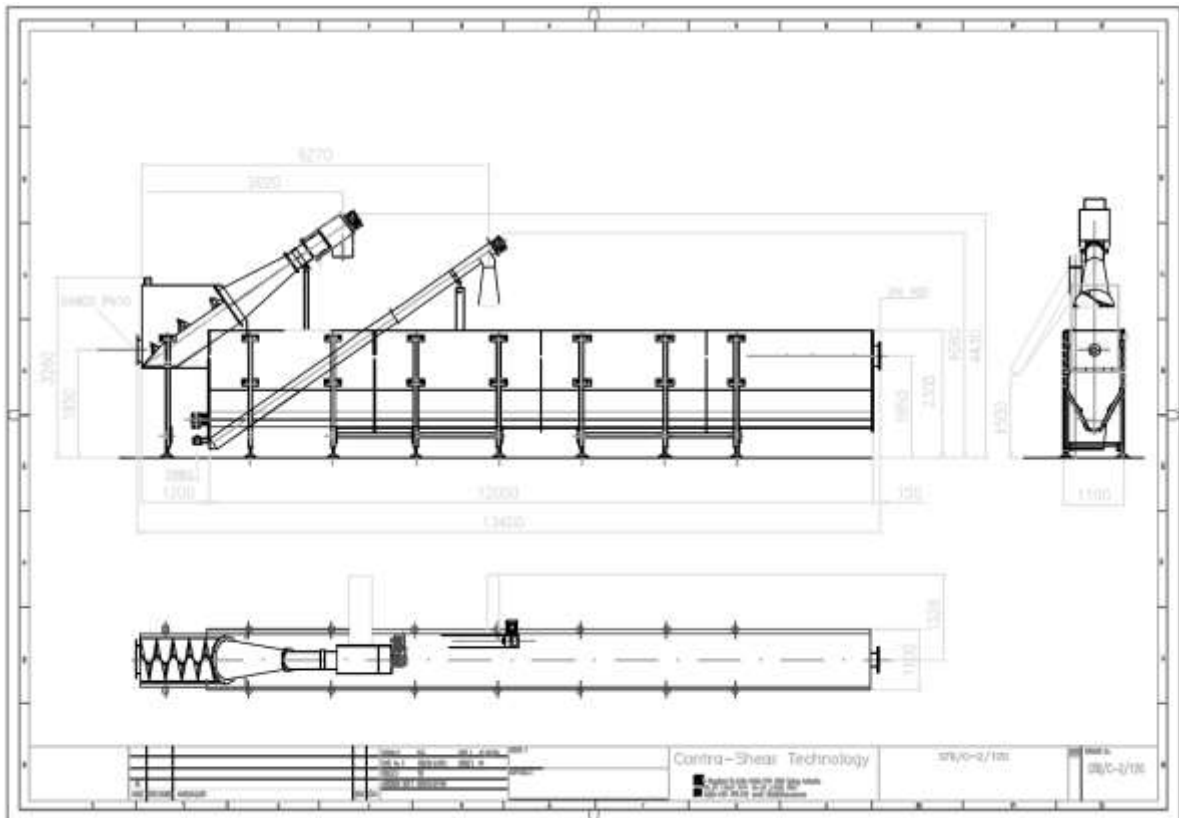
#### **Step One**

One of the first issues at have to be addressed with the current pump station is its inability for deal with grit and rag from the sewer network. The current rag removal system is located on the headworks to the Imhoff tank it is of a Contra Shear type and discharges a compressed rag stream to a waste bin, the unit has a by-pass channel directly into the Imhoff Tank that will operate during high level flows or when the unit fails to operate.

As the current Contra Shear is located at the STP it does not provide any protection for the primary pump station and with the general design of the pump station's Wet Well, being a holding sump for grit and rag, this would mean that an isolation and confined space entry program would be required to clean and clear the Well before the pump inlet pipework gets blocked.

The installation of a new Contra Shear system between the sewer network and the Wet Well would provide prescreening protection from grit and rag for the primary pump station and the STP.

The unit featured below is a general detail of a grit and rag removal system, the proposed unit would be of this type with a 8.5m 60deg rising shaft, 3 mm to 5mm grit screens 40lt/s flow rate.



The unit could be installed parallel to the pump station building on Hickman St. The pump station boundary fence could be relocated to include the unit main body with the discharge chutes and receiving bins located on a concrete slab outside of the fence. This configuration would allow the Council's current bin service to dispose of the rag waste, and a girt hopper installation at 1.2 m would allow a Bobcat type of machine to clear the recovered girt.

The primary advantages of this installation are the removal of rag and girt intrusion into the pump station transfer infrastructure, resulting in longer service life on the pumps via reduced loadings, prescreening and removal of non-biologicals from the treatment process, reduced operator loadings, increased compliance from the removal of non-biologicals from the treatment process, reduced entry requirements to the well systems.



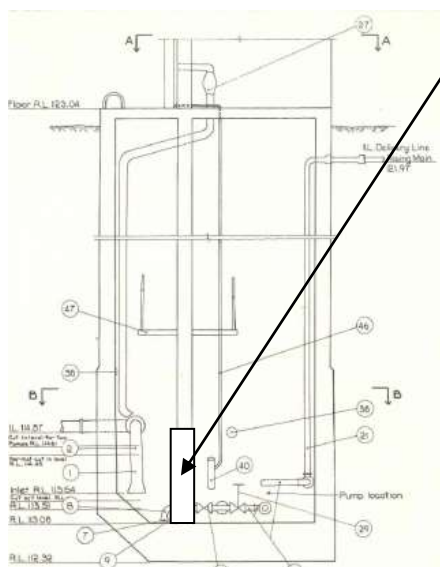
Hickman St Pump Station 2018- Wet Well, (Clearance of pump blockage and removal of grit and rags build up in the Pump Station).



**Pump inlet pipework blockage**

## Step Two

The second part of this proposal is the conversion of the Wet and Dry Wells to a single benched Wet Well, this could be achieved by removing a section of the Wet Wells wall where the pumps inlet pipework is currently located and re-benching the base of the well to direct flows to a type of pump mount, the installation of well washers to the pump systems to direct any solid bio-logical matter towards the pumps inlets.



### Removal of wall section

And by converting the Wet and Dry Well to a full Wet Well, all pump inlet pipework can be removed and a direct suction duck foot pump mount system can be utilized.

The existing walls of the well can be repaired and rendered with a resin/sand filler, resin sealing via; injection into cracked, spalled, fractured walls, floors and ceilings, and a application over coat of a minimum 3mm thick Polyurethane epoxy finish for the purpose of extending the pump stations operational life.

by converting the pump mounts to a railed guided submersible pump system ( Duck foot) would remove the requirements of undertaking a confine space entry, as the pumps could be easily removed for inspection and service.

The installation of variable speed pump controls would allow the extra volume created by the new combined well to control the flow to the STP better as the pumps could be set in operational series, with a over ride to allow the system to handle storm flows and operational isolations, as the well itself would be a operational buffer tank before the Imhoff Tank.

The ladder and platform system would no longer be required as the requirement for confined space entry in to the wells as part of the operations has been removed, and the only foreseeable entry requirements would be the five year annual structure inspection of the wells overall condition.

Typical Polyurethane epoxy finished, Pump Well.



Reference: - Ward Oval Pump Station Cobar NSW.

Typical triple railed guided duck foot pump installation.



The completion of the well's benching and rendering refurbishment would allow for the replacement of the well's inlet pipework and isolation valves, with single stainless-steel knife type isolation valve installed on a single discharge drop pipe discharging on to new directional benching (reference image below); this would remove the current issues with the inlet system. Which is (Non-operational and prone to blockage);

### Third step

Finishing the physical well refurbishment by modifying and installing well entry lids with compliance lockable gas tight / weatherproof seals lids as displayed below would address the current issues with non-compliance of the two current well entry points

Typical isolation valve installation, Pump Well.



Typical safety Pump Well lid installation.



Safety Lid installation, displayed in its open form



This configuration forms a physical safety barrier between operational work area and the surrounding site it is recommended that these types of safety lids be utilized on all well entry points and around the Contra Shears lift shaft.

#### Operational controls;

As noted above Council has undertaken a telemetry upgrade of the Hickman St Pump Station as part of the 18/19 budget. This upgrade included the installation of a Multi- Smart controller system capable of controlling variable speed pump controllers, recording run times and levels, the unit can undertake totalizing calculations for the pumps and meters.

The unit has been future proofed with the installation of sonic level controls and remote access connections to the Ethernet via a Elpro radio link to the Council's HMI in the Engineering Office, this installation is SCADA ready and expandable to a remote full control and totalizing unit once a SCADA system has been installed.

All of the current control and recording units installed at the Hickman St Pump Station are compatible with the proposed refurbishment components and activities.

The completion of the pump station proposed refurbishment would require other additional considerations for this site.

The first being the current caravan dump point this would have to be located before the new screen compactor (Contra Shear) so that prescreening of the receiving products can be achieved before entering the pump station's wet well.

The second would be the transfer rising main to the STP the current main is a 4inch/ 100mm asbestos cement (AC) pressure main with a length of approximately 350 meters. This main is operating at it's under design limit, the refurbishment of the pump stations would allow for the operational upgrading of the flowrates of the pumps. From the current 17lt/s to 32lt/s this increase in flowrates would allow the transfer of higher volumes of liquids during a storm event or period of higher sewer loadings.



The replacement of the rising main with a 150mm HDPE would increase the mains flowrate capacity to the required pump rates without increasing the transfer liquids velocity.

**Current 100mm AC rising main capacities.**

Design Dry Weather Flow (L/s)	17	Maximum Velocity (m/s)	3.5
Design Wet Weather Flow (L/s)	32	Maximum Allowable Detention Time (H)	2
Length of Pressure Main (m)	350	Maximum Number of Starts (per Hr)	8

Minimum internal Diameter of Pressure main (mm)	109	Maximum internal Diameter of Pressure main (mm)	667
---	-----	---	-----

Minimum Allowable Pump Rate (L/s)	32	Maximum Allowable Pump Rate (L/s)	33	Detention Time (H)	0.1
-----------------------------------	----	-----------------------------------	----	--------------------	-----

Wet Well Control Volume (L)	3600	Actual Starts Per Hour	8	Flow Velocity (m/s)	3.4
-----------------------------	------	------------------------	---	---------------------	-----

Increasing the pump flow rates to a level that lowers the risk of an overflow within the town sewer network during events or periods of high loading, would max out the velocity of the current rising main and have the pipeline operating outside of its recommended standards this would also place a higher level of back pressure and head loadings on the pumps.

Increasing the rising mains size to 150mm main has the following effects on the transfer main from the pump station.

**150mm HDPE rising main capacities**

Minimum Allowable Pump Rate (L/s)	32	Maximum Allowable Pump Rate (L/s)	62	Detention Time (H)	0.1
Wet Well Control Volume (L)	4500	Actual Starts Per Hour	8	Flow Velocity (m/s)	2.8

The capacity of the main increases and the liquid velocity decreases allowing the movement of higher loadings between the STP and pump station.

The relocation of the STP's inlet mag-flow meter to a location behind the pump station would allow its connection to the Multi-smart controller and the total pumped volume would then be available at the HIM reader in the office.

This combined with the data from the STP, mag-flows and redlines HMI / telemetry would provide a total treatment and wastewater profile for Council's reporting and operational activities.

A further expansion of the network to a Clear SCADA recording and operational system would have to be an operational goal for the organization.

***Possible layout configuration.***



The installation of a caravan potable water fill point at a distance greater than 20 meters from the dump point should allow for an acceptable level of isolation/ separation the live sewer points reducing the risk of cross connection and contamination.

The Contra Shear's discharge bin area could be setup in such a manner as to allow for the access to the rag bin by the Council's garbage truck and standard wheelie bins could be utilised to facilitate ease of use.

Grit could be deposited in a concrete constructed holding bin of a size and entry greater than a bobcat bucket which would allow for the ease of waste removal and cleaning of the bin.

## Development Works

Future development of the urbane areas' within the town of Julia Creek has the potential of overwhelming the existing sewer network and directly affecting the downstream customers.

In its current form the best option for any new large scale development would be to direct or attach the supply and disposal demands onto the western estate services as noted below;

Lines A,B,E are a sewer lines that flow directly to the Hickman St Pump Station, large scale development attached to these sewer lines would not affect other customer. And if any development was instructed to lay its structures out in a village/ Urban estate manner, the internal services installation can mirror a domestic estate and once the user had moved on, the Council would inherit a standard serviced estate that would only required sub-division into domestic lots.

The other advantage of development of this area is the increase flows and water usage throughout the western reticulation network, increasing the flow rates will decrease the plate counts in the mains and improve the water quality by reducing the holding times in the mains, leading to a general improvement of the network and a low risk of quality issues for Council.



Other areas of the town would require a network analysis of the current loadings and demands, so that the level of service or affects on other customers would not change.

It would be expected that all of the costs involved in a development of this nature would be passed on to or be a part of the conditions applied to the development and any headworks upgrades or components being substantively subsidized by the developer.

## Capital Upgrade Expenditure Estimate

The following estimate is based on former works and passed projects of this type.

<p><b>Preliminaries;</b></p> <ul style="list-style-type: none"> <li>• <i>Tender Documents;</i> <ul style="list-style-type: none"> <li>▪ Drafting and design</li> <li>▪ Scope and Specifications</li> <li>▪ Procurement</li> </ul> </li> <li>• <i>Engineering;</i> <ul style="list-style-type: none"> <li>▪ Pre-Tender</li> <li>▪ Post – Assessments( sign off)</li> </ul> </li> <li>• Pump Station By- Pass</li> </ul> <p style="text-align: right;"><b>Total=</b></p>	<p>\$4500.00</p> <p>\$11000.00</p> <p>\$5400.00</p> <p><b><u>\$20900.00</u></b></p>
<p><b>Pre-Screening;</b></p> <ul style="list-style-type: none"> <li>• Site Clearing Excavate</li> <li>• Contra Shear Purchase</li> <li>• Concreting and Civils</li> <li>• Bin area</li> <li>• Electrical</li> <li>• Plumbing, Drainage and Stormwater</li> <li>• Lids and Rails</li> </ul> <p style="text-align: right;"><b>Total=</b></p>	<p>\$5000.00</p> <p>\$120000.00</p> <p>\$80000.00</p> <p>\$7500.00</p> <p>\$4500.00</p> <p>\$3500.00</p> <p>\$15000.00</p> <p><b><u>\$220500.00</u></b></p>
<p><b>Pump Station;</b> <i>Well modifications;</i></p> <ul style="list-style-type: none"> <li>• Clean and strip wells</li> <li>• Modify Well Wall to create Single Wet Well.</li> <li>• Installation of new directional benching</li> <li>• Modify well entries to accept new lids</li> <li>• Well Sealing and wall render</li> <li>• Well Sealing final coat sprayed Polyurea coating; with an approximate thickness of 2 - 3mm, with a manufacturer's "fit for purpose" guarantee 20 years minimum. Well one-(Dry-well) Well two-(Wet well)</li> <li>• Three x replacement pump mounts, three x N-type pumps</li> </ul> <p><i>Replacement or repair to the existing pipework;</i></p> <ul style="list-style-type: none"> <li>• New pump manifolds and check valves</li> <li>• New rising main(outlet) HDPE 150- PE 100, PN25 -</li> <li>• New Well ventilation System</li> <li>• Modify existing Well level Controls</li> <li>• Install new Pump Control wiring</li> </ul> <p style="text-align: right;"><b>Total=</b></p>	<p>\$12000.00</p> <p>\$24800.00</p> <p>\$17500.00</p> <p>\$17000.00</p> <p>\$48000.00</p> <p>\$108000.00</p> <p>\$95000.00</p> <p>\$85000.00</p> <p>\$12250.00</p> <p>\$3400.00</p> <p>\$5400.00</p> <p>\$1900.00</p> <p>\$4800.00</p> <p><b><u>\$435,550.00</u></b></p>
<p><b>Rising Main, Pump Station – STP Inlet;</b> Rising Main;</p> <ul style="list-style-type: none"> <li>• 1000 meters -150mm HDPE- PE100, PN25 . Colour Code (Cream Sewer Rising Main Dedicated for pressurised sewer applications and specified by WSAA Branding) must contain word '<b>SEWAGE</b>' * reference Rate has been used to apply a supply and installation rate.</li> </ul>	<p>\$190,000.00</p>

<ul style="list-style-type: none"> <li>Flow meter, cabling telemetry connections, inlet and outfall connections</li> </ul>	\$7500.00
<b>Total=</b>	<b><u>\$197,500.00</u></b>
<i>Sub-total of Project Costs</i>	<b><u>\$874,450.00</u></b>
<p>Project Contingencies</p> <ul style="list-style-type: none"> <li>Feasibility stage - 30%,</li> <li>Concept design stage - 20%,</li> <li>Preliminary design stage - 15%,</li> <li>Detailed design stage - 10%.</li> </ul> <p style="text-align: right;"><b>Project Contingency Averaged @ 20%</b></p>	<b><u>\$174,890.00</u></b>
<b><i>Estimated Total Project Costs</i></b>	<b><u>\$1,049,340.00</u></b>





Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

**6.5 Subject:** Changes to the Supply of 1080 (sodium fluoroacetate)  
**Attachments:** FAQ - Future Supply of 1080 and new training requirements *InfoXpert ID: 108647*  
Changeover to 1080 Concentrate Purchase *InfoXpert ID: 108661*  
**Author:** Director Engineering and Environment & Regulatory Services  
**Date:** 13<sup>th</sup> November 2019

---

**Executive Summary:**

Here in Queensland the responsibility for the procurement of sodium fluoroacetate (1080) for the purpose of reducing pest animal incursion will now be bourn by respective Land Holders and Local Governments through out Queensland.

Previously; the supply and distribution of 1080 to Land Holders and Local Government within Queensland has been the responsibility of Department of Agriculture and Fisheries (DAF) at no cost to Council.

The fiscal responsibility will now switch from DAF to Land Holders and Local Government alike for the future procurement of 1080, this will come into effect sometime in 2020 which is estimated to be when the current 1080 stock pile held by DAF will be depleted and thus 1080 will only be available from commercial suppliers Australia wide.

**Recommendation:**

*That Council advise how to proceed in the future for 1080 baiting supply.*

---

**Background:**

Since the 1970s, the Department of Agriculture and Fisheries has provided 1080 concentrate, associated stores, and a 1080 bait preparation service at no cost to Local Governments or landholders using a stockpile of 1080 powder.

The original purchase of this stockpile in the 1970s was a Queensland Government commitment to exotic disease preparedness that was current at the time. It was purchased using funds provided by Queensland Treasury. The intent was that should an exotic emergency disease outbreak occur in Queensland, then large amounts of 1080 could be deployed during intensive baiting campaigns to reduce the risk of disease spread by invasive animals.

Since then, a nationally-agreed approach has been developed for the response to emergency animal disease incidents in Australia, which is the Australian Veterinary Emergency Plan (AUSVETPLAN).



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

The focus of control is now prevention of spread to invasive animals, strategic control, and vaccination of animals, rather than large scale 1080 baiting programs.

The current stockpile is almost depleted and is estimated to last until mid-2020 at current usage rates. Once the stockpile is exhausted, 1080 concentrate will only be available from commercial 1080 providers.

Dr John Robertson, General Manager, Invasive Plants and Animals Biosecurity Queensland, letter is the first step in a consultation process that the Department is initiating with Local Governments to develop a plan for the future supply of 1080 concentrate.

As part of this consultation, the Department will undertake a detailed examination of the impacts of the cessation of the no cost 1080 service, and will explore all alternative options available, to assist Local Governments and landholders to continue to undertake fresh meat baiting. It is anticipated that this consultation process will result in a 1080 supply strategy which is developed collaboratively with Local Government, industry and landholders.

The Department is interested in understanding the potential impact to council should the Department cease to provide 1080 at no cost, and also would like to consider any alternative funding arrangements or alternative arrangements to the provision of fresh meat baits for your Local Government area.

**Consultation:**

Des Niesler, Chief Executive Officer;

Neil walker, McKinlay Shire Council Councillor;

Colin Malone, McKinlay Shire Council Ranger and

Laura Smith, Acting Senior Policy Officer. Department of Agriculture and Fisheries.

**Legal Implications:**

Previously; the handling and distribution of 1080 was controlled through the Health (Drugs and Poisons) Regulation 1996, as of 1 July 2020 the lead control instrument for the handling and distribution of 1080 will be Medicines and Poisons Act 2019 & associated regulation.

**Policy Implications:**



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

Once the MP Act commences on 1 July 2020, three competencies will be required for State and Local Government officers seeking approval from Queensland Health to obtain, possess and use 1080 concentrate solution:

- AHCCHM307 - Prepare and apply chemicals to control pest, weeds and diseases (supersedes and is equivalent to AHCCHM303);
- AHCCHM304 - Transport and store chemicals, this training will be undertaken at Local Governments expense and
- AHCPMG312 - Apply poison baits for vertebrate pest control in rural and environmental landscapes. This is a new competency that is not widely available. To address this, Biosecurity Queensland will fund a once-only delivery of this competency for Local Government 1080 operators across Queensland. Delivery will commence in November 2019 and will be complete by 30 June 2020. After this date any officer requiring the competency will need to arrange this with a RTO on a user-pays basis.

**Financial and Resource Implications:**

The cost of 1080 concentrate solution from commercial providers currently ranges from around \$65 to \$90 per litre. One litre can be used to prepare approximately 5000 wild dog baits.

Procurement implications to Council, based on the May 2019 and October 2019 – 1080 baiting rounds where combined there was an estimated 24,000kg of baits deposited, then the following apply:

- 0.250kg meat baits yields 4 x baits per kg;
- 10kg meat baits yields 40 baits;
- 4 baits x 24,000kg = 96,000 baits;
- 96,000 baits divided by 5,000 dog baits = approximately 20 litres of 1080 concentrate and
- 20 litres of 1080 x \$90 = \$1,800.00 thereabouts.

The above costing is indicative only and does not reflect transport/handling and distribution. See also attached alternative methodology price break down by Animal Control Technologies.

Council's operational pest animal control program per year is allocated \$75,000 - \$80,000

**Risk Management:**

Nil

**Options for Council to Consider:**

Nil

**InfoXpert Document ID:**

108660

## Future supply of 1080 and new 1080 training requirements – 'Frequently Asked Questions'

### Will Local Government be able to purchase 1080 concentrate solution from commercial providers?

Local Government officers can purchase 1080 concentrate solution from commercial providers if they are authorised to obtain, possess and use 1080 concentrate under the *Health (Drugs and Poisons) Regulation 1996*, or from 1 July 2020, the *Medicines and Poisons Act 2019*. Commercial providers of 1080 concentrate solution are different to Schedule 7 (S7) retailers selling manufactured 1080 baits.

At present, commercial providers of 1080 concentrate solution include: [Animal Control Technologies Australia](#), [Paks National](#) and [4Farmers](#).

### Will Local Government officers still be able to supply fresh meat baits with toxin 1080?

Yes, Local Government officers will still be able to supply fresh meat baits if they are authorised to obtain, possess and use 1080 concentrate solution under the *Health (Drugs and Poisons) Regulation 1996*, or from 1 July 2020, the *Medicines and Poisons Act 2019*.

### What will be the cost of 1080 concentrate solution purchased from commercial providers?

The cost of 1080 concentrate solution from commercial providers currently ranges from around \$65 to \$90 per litre. One litre can be used to prepare approximately 5000 wild dog baits.

### Will pig strength 1080 concentrate solution still be available?

Pig baits can be prepared from the commercial 1080 concentrate solution according to the label directions, which provide the amount of concentrate to be added to the bait. Local Government officers must follow the directions on the label.

### Will fruit baits be able to be used with commercially provided 1080 concentrate solution for the control of feral pigs?

No, currently the Australian Pesticides and Veterinary Medicines Authority (APVMA) label directions on commercially provided 1080 concentrate solution do not provide for the use of fruit as baits.

## **Will landholders be able to purchase 1080 concentrate solution from commercial providers?**

Currently, only Local and State Government officers authorised under the *Health (Drugs and Poisons) Regulation 1996* can access 1080 concentrate solution and provide fresh meat baits.

At present, landholders are able to purchase manufactured 1080 baits directly from S7 retailers without purchasing them through local governments.

From 1 July 2020, the *Medicines and Poisons Act 2019* (MP Act) and subordinate legislation may allow for persons other than State or Local Government officers to obtain, possess and use 1080 concentrate solution in certain circumstances. The legislation is administered by the Queensland Department of Health, who are best placed to answer specific questions about this matter.

## **What are the training requirements for the use of 1080 concentrate solution under the *Medicines and Poisons Act 2019* (MP Act)?**

Once the MP Act commences on 1 July 2020, three competencies will be required for State and Local Government officers seeking approval from Queensland Health to obtain, possess and use 1080 concentrate solution:

- AHCCHM307 - Prepare and apply chemicals to control pest, weeds and diseases (supersedes and is equivalent to AHCCHM303)
- AHCCHM304 - Transport and store chemicals
- AHCPMG312 - Apply poison baits for vertebrate pest control in rural and environmental landscapes

## **What will be the cost to local government to obtain the required accreditations?**

- AHCCHM307 and AHCCHM304 are readily available through Registered Training Organisations (RTO) and the cost is determined by the RTO.
- The competencies also form part of the current Agricultural Chemical Distribution Control (ACDC) course. Local Government staff who do not already hold these competencies will need to be trained in these at the Local Government's expense.
- AHCPMG312 is a new competency that is not widely available. To address this, Biosecurity Queensland will fund a once-only delivery of this competency for Local Government 1080 operators across Queensland. Delivery will commence in November 2019 and will be complete by 30 June 2020. After this date any officer requiring the competency will need to arrange this with a RTO on a user-pays basis.
- There is no retraining requirement under the MP Act. This will reduce on-going costs and time investments associated with the traditional two-year retraining cycle.

## **What role will Biosecurity Queensland in the Department of Agriculture and Fisheries (DAF) have if they no longer provide training for 1080 or 1080 concentrate solution?**

- DAF will continue to support Local Government with pest management coordination and pest management planning.
- DAF will continue to provide support through the transition period as the new competency AHCPMG312 for 1080 training is rolled out in 2019/20.
- Queensland Department of Health are responsible for investigations about misuse of 1080. Queensland Department of Health are best-placed to advise Local Government about the regulation of the *Health (Drugs and Poisons) 1996* and the MP Act.
- Compliance with label directions of 1080 concentrate is regulated by DAF under the *Chemical Usage (Agricultural and Veterinary) Control Act 1988*.
- DAF will no longer require 1080 Record Sheets from Local Government because DAF's record-keeping requirement is associated with DAF owning the permit for the State-owned 1080 concentrate solution. Queensland Health regulates commercial providers of 1080 concentrate solution and they will specify record-keeping requirements.

## Changeover to 1080 Concentrate Purchase and Application

With the looming withdrawal of 1080 supply from the Queensland Government, I have put together some costings as to what it will cost a local government to set up and administer 1080 fresh meat baits on a per tonne basis.

The costings are based on the most up to date price list from **Animal Control Technologies Australia**.

ITEM	DESCRIPTION	COST +gst
Injector Kit	2 guns with alternative feed	\$587.50
Injector Service Kits	Major service including barrel	\$26.00 ea
1080 Signs	50 signs per pack	\$114.75 (A4 Aquatex) \$183.50 (A3 Corflute)
1080 Concentrate	2 x 5 Litre Bottles	\$787.50
Bait Prep/Drying Racks	Fabricated locally	\$???
Accountable Forms	Stock control and Deed Pol books (Currently supplied)	\$???

As the new concentrate is higher concentration than what Queensland currently uses the quantities used will be less but higher in strength.

### DOG BAITS

For Western Qld standard 125gm fresh meat baits the figures are as follows:

- 125gm baits = 8 baits per kilo
- .2ml of solution per bait = 1.6ml of solution per Kilo
- Concentrate costs approx 10c per ml (***please note I have rounded up for ease of calculation***)
- Therefore 16c per kilo = \$160 per tonne

2 X 5 litre bottles will do approximately 6.25 tonne of dog baits

### **250gm meat baits**

- 4 baits per kilo
- .8ml of solution per kg = 10cents per kilo
- 10 cents per kilo = \$100 per tonne

Less baits to be delivered on ground but reduces costs of concentration

### **PIG BAIT**

Pig baits require more solution and therefore higher costs. They are as follows:

- 500gm baits = 2 baits per kilo
- 2.4 ml of solution per bait = 9.6 ml per kilo
- @ 10c per ml = 96c per kilo
- @96c per kilo – 1 tonne of pig baits = \$960
- 2 x 5 litre bottle will bait up just over 1 tonne of pig baits

As another alternative, ACTA currently produce and supply dried 1080 meat baits for wild dogs. These are quite expensive at **150 Baits = \$375 +gst**

An additional cost that I have thought of is also the **administrative costs for Stock Control books and Deed Pol books** that the Qld Government currently supply.

Also add **additional labour costs** as injecting will be slower than rolling baits as we currently do.





## 7.0 COMMUNITY SERVICES

---



**7.1 Subject:** Community Services Monthly Report for the month October 2019  
**Attachments:** Nil  
**Author:** Community Services Team Leader  
**Date:** 8 November 2019

**Executive Summary:**

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

**Recommendation:**

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

**InfoXpert ID: 108419**

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 of grant applications.

**McKinlay Shire Council - Small Business Grant**

As at 8 November, we have received 19 SBG applications. Of those 19 applications, two have been rejected and 17 have been approved and paid out. The closing date is 29 November 2019 and the community email will highlight this deadline.

**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. \$28,415 compared to \$45,047 in September. This represents a decrease of 36%.

Type of service	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER
<b>Data includes GST</b>					
Donga Units	\$3,570	\$1,742	\$2,870	\$3,350	\$3,215
Powered Sites	\$33,049	\$44,269	\$36,389	\$16,709	\$7,648
Cabins	\$20,689	\$12,240	\$15,480	\$13,480	\$11,050
Storage	\$240	\$126	\$461.20	\$640	\$0
Unpowered Sites	\$5,186	\$8,256	\$6,412	\$2,902	\$1,602
<b>Sub Total</b>	<b>\$62,734</b>	<b>\$66,633</b>	<b>\$61,612.20</b>	<b>\$37,161</b>	<b>\$23,515</b>
Artesian Baths incl. salts	\$5,625	\$10,134	\$8,476	\$4,744	\$2,140
McIntyre Park	\$15	\$500	\$575	\$0	\$0
Cheese Platters	\$200	\$550	\$725	\$500	\$175
Laundry	\$1,601	\$2,089	\$2,407	\$942	\$463
Long Term Stay	\$1,560	\$560	0	\$1,700	\$1,959.20
<b>Calculated Total</b>	<b>\$71,720</b>	<b>\$80,466</b>	<b>\$74,117.20</b>	<b>\$45,047</b>	<b>\$28,415</b>

**Table 1: JC Caravan Park Revenues from June 2019 onwards**



### Library and Funeral Services

The month October 2019 saw the (re)opening of the smallest library in Queensland: McKinlay Library. The local constable Ann has stepped up to manage the library and implement new activities and materials. On Monday mornings, the library hosts children's reading sessions whilst simultaneously many of the locals have signed up as a (new) member to show their support for the local library. Consequently, we sent new books, DVDs and children's books to McKinlay to enjoy.

Additionally, our new Centrelink agency has been used several times. We have had people in to send off forms and to check out their accounts and expect more people to use this service in due course.

Finally, with the help of an allocated grant of \$1,600 we ordered new toddler toys to be used at the libraries and JC ELC. The book dividers give the Julia Creek library a more professional and tidy look as well.

Topic	Oct	Sept	Aug	July	June	May	April
New Members May 2019	-9	+15	+4	-17	5	2	4
Adults	276	269	259	261	276	271	269
Juniors	82	98	93	87	89	89	89
Total individuals	358	367	352	348	365	360	358
Institutions	2	2	2	2	2	2	2

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

The library recorded the following Services

Service Provided	Oct	Sept	Aug	July	June	May	April
Reservations Satisfied	77	72	75	89	50	44	99
Requests for Books	60	55	60	97	60	47	51
Internet/computer usage	375	350	325	285	379	369	304
Ipad usage	291	295	280	277	221	298	218
WiFi usage	245	250	225	216	242	228	300
Broadband for Seniors	n/a	n/a	n/a	102	134	62	7

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

The diagrams of the loans and visitors are as follows

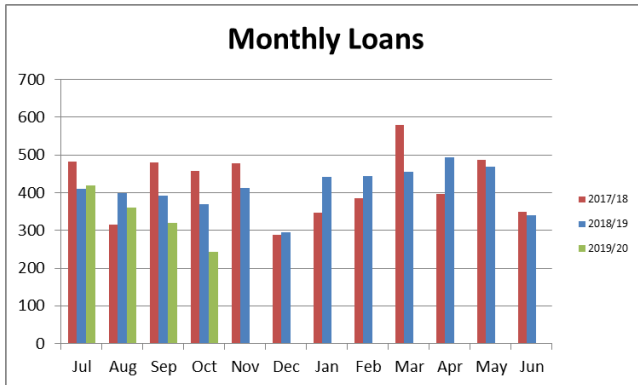


Figure 1: Monthly Loans JC Library 2016 - present

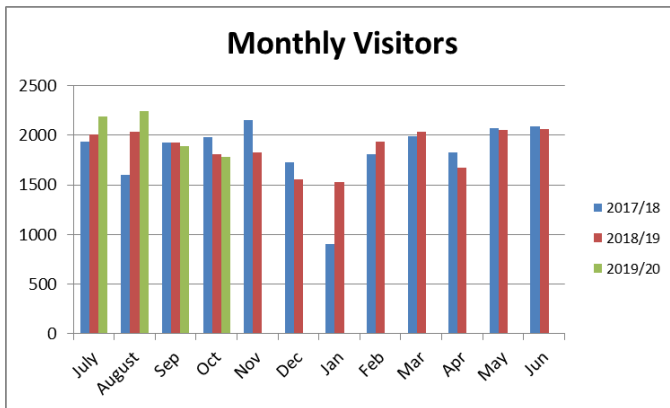


Figure 2: Monthly visitors library years 2016 - present

### Tourism

#### **October 2019 | VIC visitors number | 270 compared to 558 last year, or -51%**

In October 2019, the team welcomed 270 visitors to the Julia Creek Visitor Information Centre (VIC) compared to 558 visitors in October 2018 – a decrease of 51%. The year-to-date data show a total of 11,381 visitors to the VIC compared to 11,712 visitors over the same period in 2018 – a **decrease** of 2.8%.

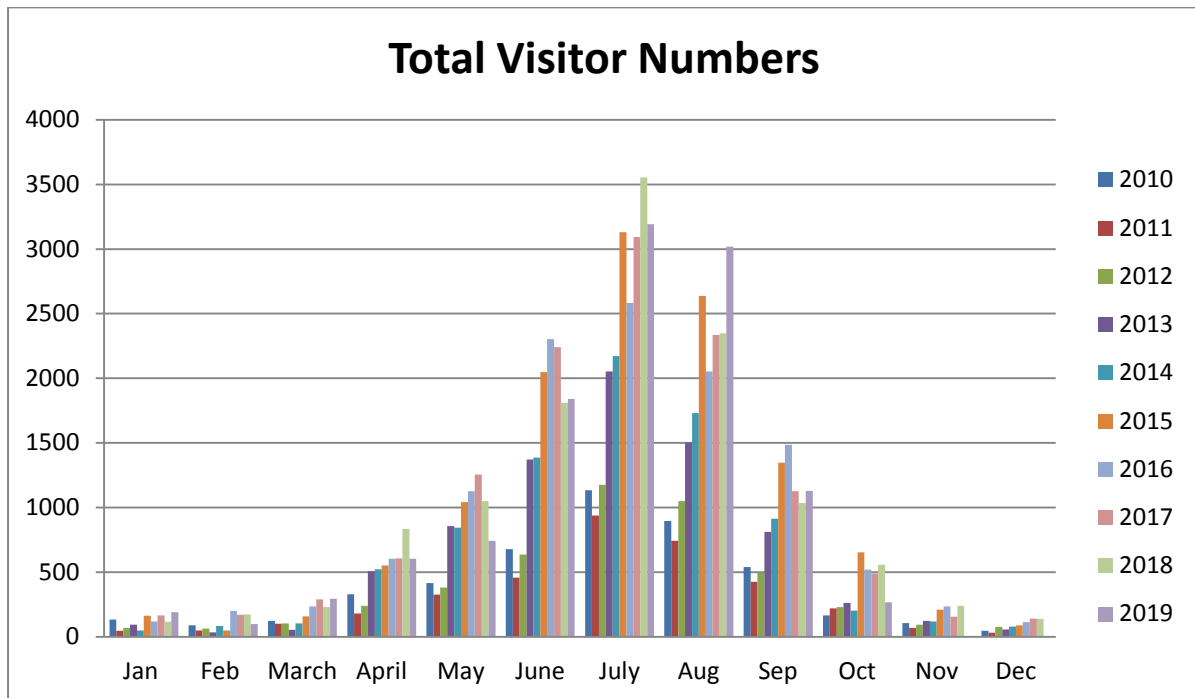


Figure 3: Tourism - total number of visitor 2010-present per month

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%	270	-51%
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>11,381</b>	

Table 4: Detailed visitor numbers 2017 - present per month

**October 2019 | VIC Locals | 27 compared to 16 last year, or +68%**

In October 2019, the VIC team welcomed 27 local visitors compared to 16 in October 2018 – an increase 68%. There have been 342 local visitors to the Julia Creek Visitor Information Centre this year to date (YTD) compared to 369 visitors over the same period in 2018 - a decrease of 7.3% between 2018 and 2019 YTD figures.

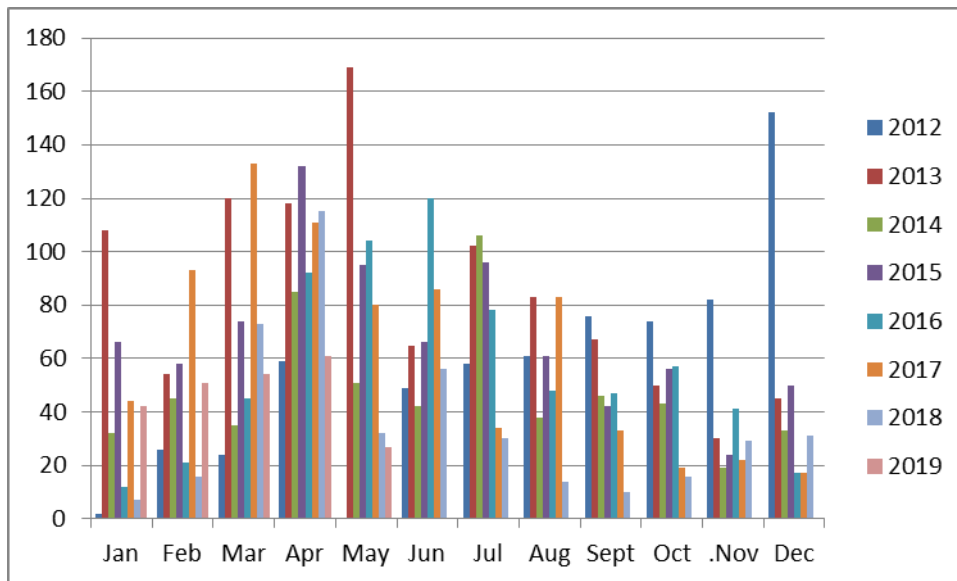


Figure 4: local visitor numbers - 2012 to present per month

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%	27	+68%
November	22	29	31.8%		
December	17	31	82.4%		
<b>Total</b>	<b>755</b>	<b>429</b>	<b>-43.2%</b>	<b>342</b>	

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

The largest markets are visitors from the usual states i.e. Locals (10%) Queensland (43%), NSW (16%) and Victoria (15%) accounting for ~84% of total visitor origins.

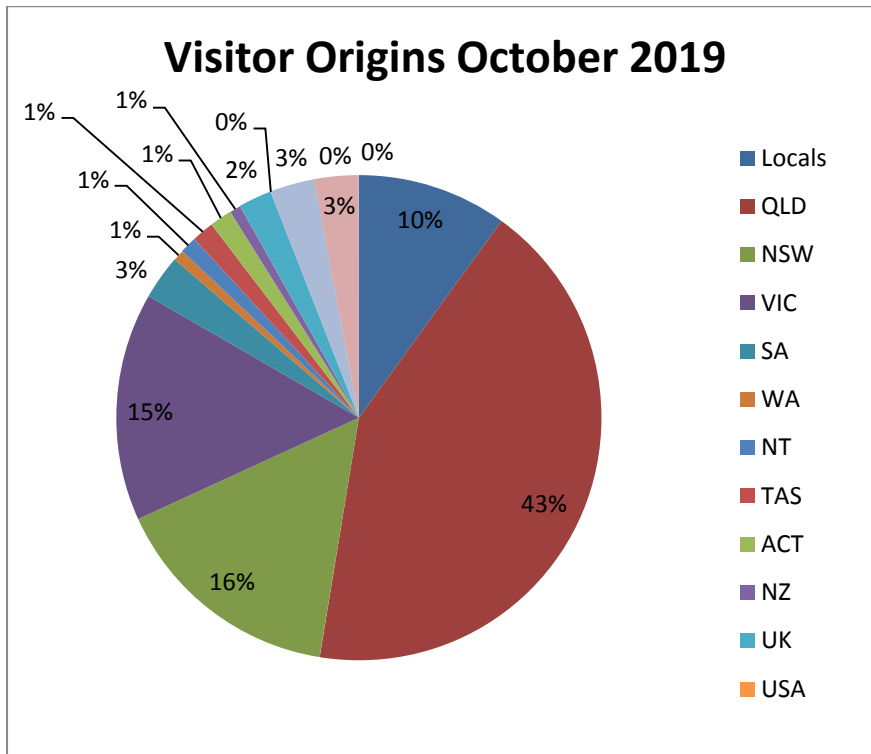


Figure 5: Visitor Origins October 2019 - state and international

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

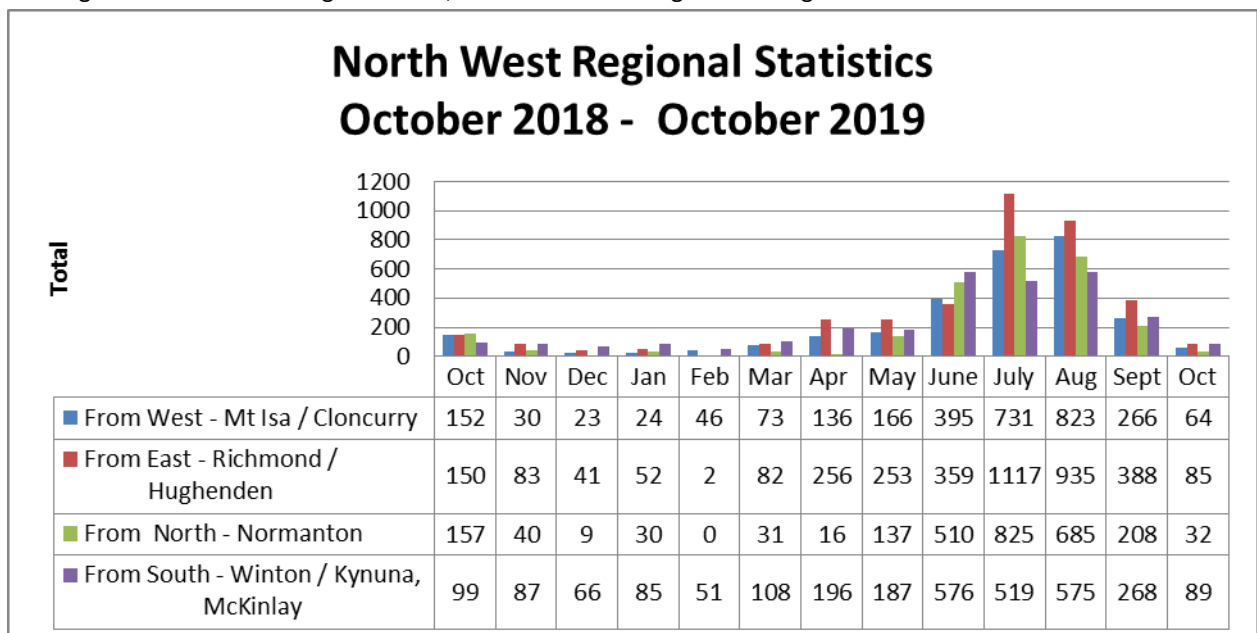


Figure 6: North-West statistics - different regions last 12 months

### Beneath the Creek

There were 65 entries to 'Beneath the Creek' in October 2019 compared to 117 in October 2018 – a 44.4% decrease. Looking at YTD data, we see that there have been 2,751 entries to Beneath the Creek compared to 2,804 over the same period in 2018 which represents a 1.9% decrease.

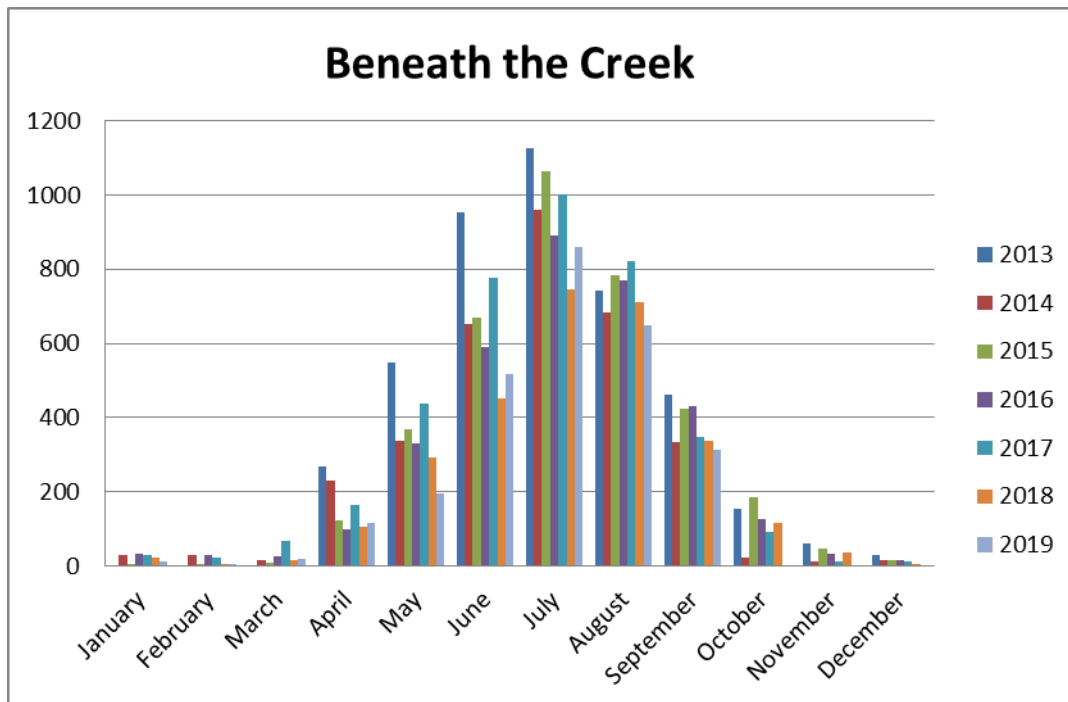


Figure 7: Beneath the Creek visitor numbers 2013 - present

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	65	12	17
November	13	35		7	
December	11	5		2	
<b>Total</b>	<b>3,783</b>	<b>2,844</b>	<b>2,751</b>	<b>21</b>	<b>663</b>

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 October	5,875	3,900	720	1,383	Sessions	Sessions
30 October	5,902	3,950	740	1,450	1,800	431
<b>% Increase</b>	<b>0.45%</b>	<b>1.28%</b>	<b>2.77%</b>	<b>4.38%</b>	<b>Users</b>	<b>Users</b>
<b>Total Facebook Reach</b>	20,961	39,221	-	-	1,300	386

Table 7: social media exposure

**RV Site Permits and Expenditure – 17 in October 2019 compared to 18 last year -/-6%**

There were 17 RV Site Permits issued in October 2019 and 18 in October 2018. This represents a 6% decrease. There have been 2,368 RV Site Permits issued in the Year to Date (YTD) compared to 2,837 over the same period in 2018 which represents a 16.6% decrease.

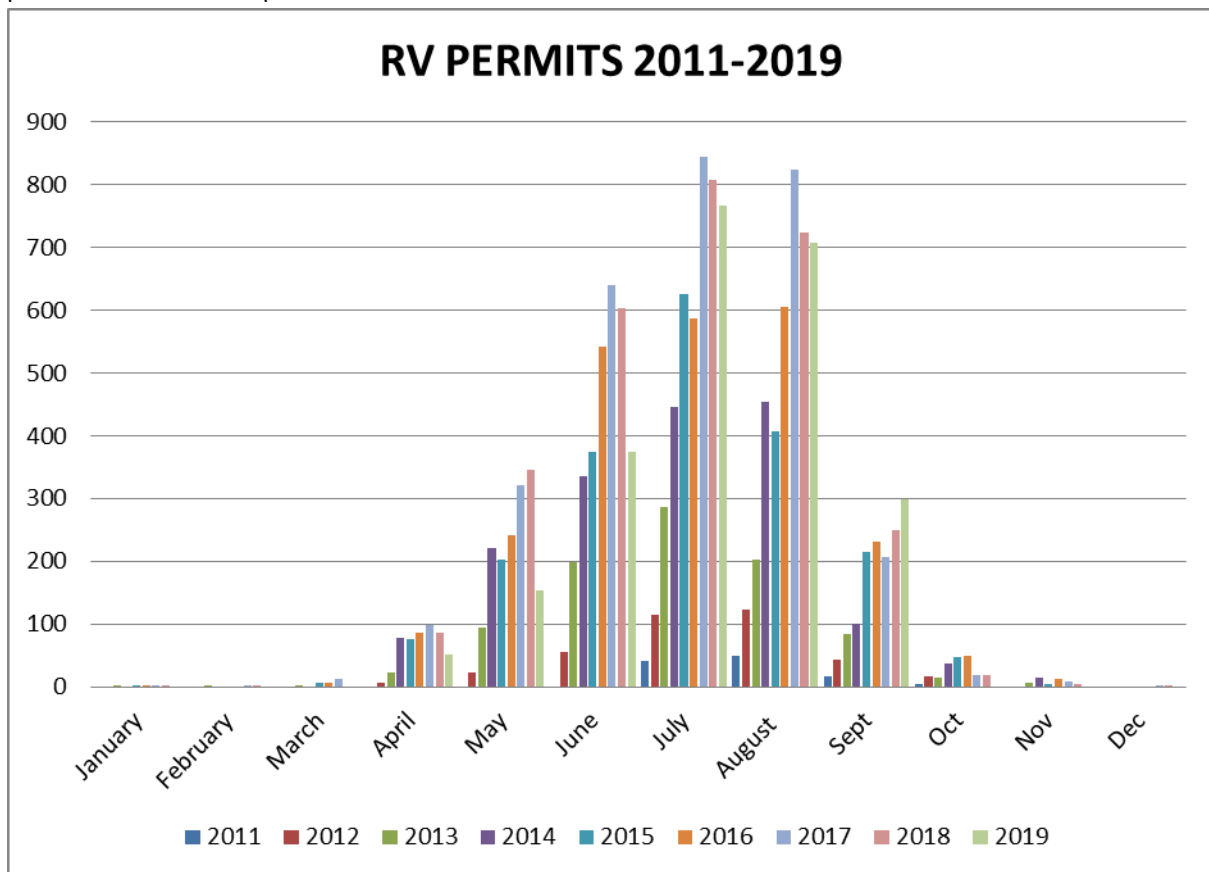


Figure 8: RV Park permits 2011 - present per month

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



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

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	17
November	9	4	
December	2	1	
<b>TOTAL</b>	<b>2,981</b>	<b>2,842</b>	<b>2,368</b>
<b>Average</b>	<b>248</b>	<b>236</b>	<b>237</b>

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
- On family of three children added Monday from October

**New Enrolments**

2 new enrolments received for 2020

2 enrolments forms requested and not returned as yet for 2020

**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:**

- Kindy hosted the town Halloween trick or treat- 50+ children attended, 3 houses and 2 businesses participated- feedback was really good families had a lot of fun
- School transition days began for children going into prep in 2020
- Transition statements have been commenced and to be completed in November
- Staff attended 2 webinars on programming and critical reflection
- Expressions of interest went out for Christmas party, art show and end of year excursion
- Dates confirmed for end of year events- art exhibition 9/11/19, end of year excursion 29/11/19, end of year graduation and Christmas party 5/12/19
- Children have been practising their flips, rolls and hula hooping in preparation for their Crack-up sisters workshops in the first week of November



## Swimming Pool

### Use of pool October 2019

The total numbers for the months May – present 2019 show an increase in the number of visits as the weather gets better and the temperature rises.

Entries	May	June	July	Aug	Sept	Oct
Adult Entry	10	1		17	1	22
Child Entry	19			3		7
<b>Season Passes / Family Pass</b>						
Adult		1		18	90	221
Child				6	104	221
Breakfast Club						0
After School Care						85
JC Swimming Club						68
Aged Care						0
<b>Triathlon Training/ No Charge</b>						
Adult	1	1				2
Child						
J/C State School/ No Charge						
<b>Caravan Park Tokens</b>						
Adult	32	27	115	120	161	127
Child	16	29	111	97	185	78
<b>Free Sunday</b>						
Adult						
Child						
<b>Total Swimmers</b>	<b>78</b>	<b>60</b>	<b>228</b>	<b>261</b>	<b>554</b>	<b>897</b>

Table 9: swimming pool attendance

### Maintenance / Infrastructure

The Water Park, Slides and Bubble Pool are now functional. Systems are only running off one pump currently until second pump is repaired.

**Promotions:** Swimming Lessons have started and feedback from the community has been received.

## Sport & Recreation

### Sporting Schools:

The school was unsuccessful with their funding application for the Sporting Schools program but Council has decided to continue the after school sport for term 4 and take over responsibility of the service. Due to children participating in a wide range of activities during their schooling week, it has been reduced to Tuesday and Wednesday. The children have been participating in a range of sports/games but spending a majority of the time in the pool due to the weather conditions.

### Sport and Recreation Disaster Funding:

Local clubs throughout our Shire will receive the benefits of over \$1 million worth of funding jointly funded by the Commonwealth and Queensland Governments under the Disaster Recovery Funding Arrangements. Council will receive funding to repair and restore sporting facilities at McKinlay Tennis Courts and at McIntyre



## Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

Park on behalf of the clubs who utilise the facility. Julia Creek Combined Sporting Association and Saxby Round Up were also successful with their applications. Approval letters, grant deeds and project schedules have been received and will be returned to the department in early November to execute the respective agreements. Repairs and maintenance to Kev Bannah Oval have begun and the oval will be closed until further notice in an effort to restore it to a high standard.

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

Meetings with Peak Services (Project Management Group), the contractor (JKC Building) and council staff have been conducted. Whilst the project won't be completed by the expected timeframe of the end of November, a start date has been set for early December with the plan to have it completed prior to Christmas. JKC Building is in the process of ordering materials for the project and are hopeful of starting as soon as possible. This will of course depend on the builder's current workload and any early rain or storms which could slow the process.

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

Round 1 of the CBAS for 2019/20 has been released and applications will close on November 15. Local clubs and organisations are invited to apply to Council to receive assistance with funding upgrades to infrastructure, equipment or volunteer training.

### **School Holiday Program:**

Both Jo and I were absent for the final week of the school holiday activities however we received excellent support from Cath our local police officer as well as Lindsay from the ELC. The children were able to participate in a variety of activities including picnics, fun and games, swimming, fishing and a coaching clinic with the Queensland Rugby League and former legends Matty Bowen and Paul Bowman.

### **Swimming Pool:**

Unfortunately the water park has been closed for some time while Council await the services of contractors to undertake vital repairs and maintenance. Whilst it has been a frustrating period for the whole community, the works are scheduled to take place in the first week of November which should allow the park and slides to re-open to the public. On a positive note, Council is currently receiving the benefits of savings on its power bills. Council has engaged Peak Services to do a review of all facilities and their tariffs to ensure the appropriate ones are chosen to maximise savings. Over the course of September and October the pool saved \$1,369 thanks to the changing of tariffs and there is a potential for additional cost-cuts if Peak are successful in dealing with Ergon to change one other tariff.

### **Town v Country/Swim Club Ball/Julia Creek Challenge:**

Julia Creek's population swelled incredibly over the long weekend in October with 3 great events taking place. The Julia Creek Stockman's Challenge ran over the course of the entire weekend and attracted a large number of competitors. Friday night saw the Combined Sporting Association host their annual Town v Country rugby league and netball matches which drew a record number of spectators. This year the committee was able to have special guests Paul Bowman and Matty Bowen attend the event as well as having the matched live-streamed thanks to funding obtained by the Queensland Rugby League through the Year of Outback Tourism Funding Program. Local children were also treated to a special coaching clinic with QRL staff and the two rugby league greats. On Saturday night the Swim Club hosted their annual fundraising ball and also had a record



## Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

number of people attend the event. These events are key fundraising opportunities for the clubs and a huge congratulations must be extended to all committees.

### Daren Ginns Centre:

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

### 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

The Community Health Nurse Report has been changed to accommodate for data sharing with Queensland Health as the nurse is employed by QLD Health. The data is more comprehensive and includes the locations and/or types of services (Personal or Nursing Care). The report now also includes health promotion hours spent and

CHSP Occasions of Services (OoS) October 2019		
	OoS	Hours
Nursing Care	75	42.2
Personal Care	12	3.35
<b>Total</b>	<b>87</b>	<b>45.55</b>

non-CHSP community nursing (OoS)		
	OoS	Hours
Home Visit Clients x 3	10	5
Hospital Visits	2	1
Phone Consults	-	-
Clinic Consults	-	-
Meetings	13	10
Health Promotion	Pink Up Your Town	15 hrs

Locations of OoS	
Home Visits	47
Clinic Visits	14
Phone Consults	5
GP escorts	6
Telehealth / Bloods	2 / 1
Transport to Medical Appointments	10

### Health Promotion

October was Breast Cancer Awareness Month. The Community Nurse joined with the Julia Creek Lions Ladies to fundraise for the McGrath Foundation. Over 2 days (Oct 11-12), as part of the **PINK UP YOUR TOWN** campaign, they made, sold and delivered 90 morning tea plates, engaged with the community by way of raffles at both of the local pubs, and held a family-friendly bingo afternoon. Total raised was over \$5,000 (banking to be done November 2019 before final amount can be confirmed).

### General Business



## Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

This month, the Community Nurse had meetings with NWRH clinicians, Centacare representatives, the new Mental Health Disaster Recovery Team (Robyn Smith and Denise Price) and the new McKinlay Shire Council Community Development Officer, Kylie Davison.

The Community Nurse also participated in online and onsite mandatory training for the NWHHS/MPHS for approx. 6-8 hours this month.

### 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.

#### Statistics

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

Service Offered	Number of Clients or Occasions
Transport	102 Two way trips
Social Support	31 Visits
Personal Care	20 Visits - 2 Clients
EXERCISE	7 Clients in 4 Sessions
Counselling/Support, Information and advocacy (client)	
Shopping	5 Trips (3 attendees, 1 pickup)
GAMES	19 Attended in 4 sessions
Luncheon	51 Attended in 5 sessions
Meals on Wheels	32 Meals delivered
Community Nurse Visits	See community nurse section
Home Maintenance	25 lawns mowed 25 clients
Domestic Assistance	9 clients, 44 visits
Pub Lunch	7 Clients in 1 Session
Craft Morning	
Clients Transported for Doctors Appointments	4 CHSP clients
Clients admitted to Hospital	
Clients Signed up to CHSP	
Clients passed away	

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



Ordinary Meeting of Council Tuesday 19 November 2019

**7.2 Subject:** Donation Request – Kids of the Creek  
**Attachments:** Nil  
**Author:** Director Corporate and Community Services  
**Date:** 6 November 2019

---

**Executive Summary:**

Council is presented with a Donation Request from Kids of the Creek, in accordance with requirements of Council policy.

**Recommendation:**

*That Council approve a donation of \$908.38 as a contribution to acquiring Public Liability Insurance for the group.*

---

**Background:**

An donation request form has been received for a cash donation of \$908.38. The application outlines the request for funds to acquire Public Liability Insurance to coverage for the group in their fundraising activities..

Kids of the Creek Inc is a newly formed not-for-profit organisation fundraising for the children who attend the Julia Creek Early Learning Centre.

**Consultation:**

The Association submitted all required documentation for the application.

**Policy Implications:**

This application has been assessed against the McKinlay Shire Council Community Donations Program Guidelines. The request meets the following criteria:

“Eligibility – organisations/groups must:

- (a) Be a not for profit group or organisation;
- (b) Have no outstanding payments owed to Council;
- (c) Have a current ABN.

**Financial and Resource Implications:**

Council has an allocated budget for Community Donations in the 2019/2020 financial year of \$20,000. With \$5,000 already committed, leaves \$15,000 available for allocation this financial year.

**InfoXpert Document ID:**

108364





Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

**7.3 Subject:** Regional Arts Development Fund – Quick Response  
**Attachments:** Nil  
**Author:** Director of Corporate & Community Services  
**Date:** 6 November 2019

---

**Executive Summary:**

Council have received a Quick Response application for funding through the Regional Arts Development Fund (RADF). The RADF Committee have assessed the application via email and present the recommendations for Council's ratification at the Ordinary Meeting.

**Recommendation:**

*That Council ratify the recommendations made by the Regional Arts Development Fund Committee:*  
*- McKinlay Shire Council : Crack Up Sister Workshops \$2,000;*

---

**Background:**

The McKinlay Shire RADF Committee assessed the funding application submitted through the Quick Response method. The application was assessed against the RADF guidelines. A summary of the project is below:

- McKinlay Shire Council – The grant will be used towards the costs of bringing the Crack Up Sisters to the Shire to host a series of workshop with the children over 3 days and ending in a performance on the Friday night.

**Consultation:** (internal/External)

Council's RADF Guidelines details an option of Quick Response applications that can be received out side of normal funding rounds, therefore no specialised advertising was conducted.

**Legal Implications:**

A media release approved by Arts Queensland must be carried out announcing successful applicants as per Council's funding agreement.

**Policy Implications:**

The RADF program aligns with Council's Arts and Culture policy.

**Financial and Resource Implications:**

Council has a RADF budget of \$48,104 for projects in the 2019/2020 financial year, with no commitments to date.

**InfoXpert Document ID:**

108365



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

**7.4 Subject:** Hire Fee Waiver Request – Mount Isa School of the Air

**Attachments:** Nil

**Author:** Director Corporate and Community Services

**Date:** 6 November 2019

---

**Executive Summary:**

Council is presented with a request for waiver of hire fees in accordance with requirements of Council policy.

**Recommendation:**

*That Council decline the request to waiver the fees.*

---

**Background:**

A request has been lodged from the Mount Isa School of the Air for Council to consider waiving the associated fees for hire of the Julia Creek Civic Centre for their planned activity day on Thursday 20<sup>th</sup> February 2020. The associated cost for this hire is \$96.00. Whilst this amount is within the delegation of the Chief Executive Officer, the total fees waived for this year for the organisation totals ~\$1535.

This request to waiver fees would be considered an in-kind request under our Community Grants Policy. The Mount Isa School of The Air is a government entity and therefore the question is whether the organization would be eligible as they would not be considered a non-profit organisation.

**Consultation:**

Chief Executive Officer.

**Policy Implications:**

Council's Community Grants Policy states the eligibility Criteria as:

*Eligibility Criteria*

In order to apply for a donation the group/organisation must meet the following criteria:

- (a) Be a Non-Profit group or organisation
- (b) Have a current ABN or complete a Statement by a Supplier Form.

**Financial and Resource Implications:**

**InfoXpert Document ID:**

108366



## 8.0 CORPORATE SERVICES

---



Ordinary Meeting of Council Tuesday 19 November 2019

**8.1 Subject:** Corporate Services Report  
**Attachments:** Nil  
**Author:** Corporate Services Team Leader  
**Date:** 6 November 2019

---

**Executive Summary:**

The Corporate Services Report as of 31 October 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 October 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:**

Income has increased from \$9.1 million in the previous month to \$11.3 million in October. A large portion of this increase is due to receiving \$1,630,257.02 for 2018 flood damage from Queensland Reconstruction Authority. Other income that has contributed to this increase in income is the first levy of rates due 3 October, the Australian Taxation Office GST refund of \$136,004.00, Monsoon Trough Grant of \$185,122.00 from the Department of Communities, Disability Services and Seniors, and TRAIC funding of \$66,000.00 received from Department of Health.

In October, there has been a large increase in expenditure as a result of depreciation being calculated and applied to assets in Infrastructure and Works, Corporate Services, Economic Development, and Health, Safety and Development. Expenditure from Infrastructure and Works has doubled since last month due to road works and depreciation. Health Safety & Development expenditure has increased significantly due to payments of the Small Business Grants.



Ordinary Meeting of Council Tuesday 19 November 2019

### INCOME STATEMENT SUMMARY

	Actuals	Variance	YTD Budget	Full Year Budget
<b>Total Income</b>	11,336,902	98%	11,601,691	34,805,072
<b>Total Expenses</b>	(9,460,536)	171%	(5,526,033)	(16,578,099)
<b>Net Result</b>	<b>1,876,366</b>	<b>31%</b>	<b>6,075,658</b>	<b>18,226,973</b>
Less Capital Revenue	7,840,265	96%	8,174,661	24,523,982
<b>Operating Result (excl. Capital Revenue)</b>	<b>\$(5,963,899)</b>	<b>284%</b>	<b>\$(2,099,003)</b>	<b>\$ (6,297,009)</b>

### STATEMENT OF FINANCIAL POSITION

	2020 Actuals	2019 Actuals
Current Assets	20,592,127	19,301,548
Total Non-Current Assets	205,777,689	205,710,184
<b>Total Assets</b>	<b>226,369,816</b>	<b>225,011,732</b>
Total Current Liabilities	1,167,755	1,755,711
Total Non-Current Liabilities	152,909	152,910
<b>Total Liabilities</b>	<b>1,320,665</b>	<b>1,908,621</b>
<b>Net Community Assets</b>	<b>\$ 225,049,151</b>	<b>\$ 223,103,111</b>
<i>Community Equity</i>		
Asset Revaluation Surplus	78,320,428	78,320,427
Retained Surplus	146,328,522	144,382,684
Reserves	400,000	400,000
<b>Total Community Equity</b>	<b>\$ 225,048,951</b>	<b>\$ 223,103,111</b>

### STATEMENT OF CASH FLOWS

	2020 Actuals	2019 Actuals
<b>Cash Flows from Operating Activities</b>	(2,900,331)	2,394,722
Receipts, Payments & Interest Received		
Borrowing Costs		
<b>Cash Flows From Investing Activities</b>	6,143,094	893,869
Payments and Proceeds for PPE		
Capital Income		
<b>Cash Flows from Financing Activities</b>	-	-
Loan Payments		
Net increase (decrease) in cash held	3,242,763	3,288,591
Cash at beginning of the financial year	16,150,832	12,862,241
<b>Cash at the end of the period</b>	<b>\$ 19,393,595</b>	<b>\$ 16,150,832</b>



Ordinary Meeting of Council Tuesday 19 November 2019

### Summary By Departments

Department	Revenue			Expenditure		
	Actuals	%	Budget	Actuals	%	Budget
Infrastructure & Works	7,841,933	30%	26,421,630	6,498,646	26%	24,525,878
Governance & Partnerships	34,095	0%	34,095	324,402	35%	936,958
Corporate Services	2,565,953	45%	5,712,892	632,698	39%	1,642,926
Economic Development	88,130	27%	328,747	343,779	30%	1,151,560
Community Services	757,124	40%	1,877,112	1,308,994	32%	4,127,027
Health Safety & Development	13,709	14%	99,748	242,268	36%	678,150
Environmental Management	110,071	33%	330,848	114,387	19%	605,600
	<b>11,411,015</b>	<b>33%</b>	<b>34,805,072</b>	<b>9,465,174</b>	<b>28%</b>	<b>33,668,099</b>

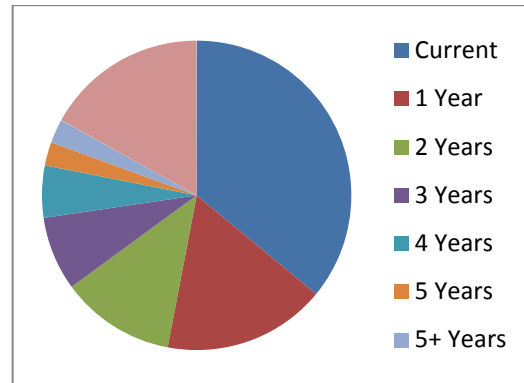
### Capital Works Program 2019-2020 Version 1.1

Infrastructure & Works	Actuals	Budget	Grants/Other	Comments
Roads	\$6,581.34	\$6,750,387.00	\$6,600,387.00	
Wastewater	\$358,246.09	\$471,550.00	\$0.00	
Water	\$37,412.77	\$1,656,000.00	\$1,050,000.00	
Transport	\$19,854.76	\$60,000.00	\$0.00	
Other	\$476,592.02	\$1,636,500.00	\$0.00	
<b>Subtotal</b>	<b>\$898,686.98</b>	<b>\$10,574,437.00</b>	<b>\$7,650,387.00</b>	
Environmental Management	Actuals	Budget	Grants/Other	Comments
Reserves	\$40,660.58	\$200,500.00	\$0.00	
<b>Subtotal</b>	<b>\$40,660.58</b>	<b>\$200,500.00</b>	<b>\$0.00</b>	
Community Services & Facilities	Actuals	Budget	Grants/Other	Comments
Community Buildings & Other Structures	\$419,966.98	\$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	\$72,583.80	\$402,387.00	\$10,000.00	
Council Housing	\$13,023.75	\$47,000.00	\$0.00	
<b>Subtotal</b>	<b>\$505,574.53</b>	<b>\$2,879,253.10</b>	<b>\$1,474,474.57</b>	
Corporate Services	Actuals	Budget	Grants/Other	Comments
Corporate Buildings & Other Structures	\$60,634.03	\$63,700.00	\$80,000.00	
Other	\$0.00	\$30,000.00	\$0.00	
Economic Development	\$0.00	\$450,000.00	\$200,000.00	
<b>Subtotal</b>	<b>\$60,634.03</b>	<b>\$543,700.00</b>	<b>\$280,000.00</b>	
<b>Total</b>	<b>\$1,505,556.12</b>	<b>\$14,197,890.10</b>	<b>\$9,404,861.57</b>	



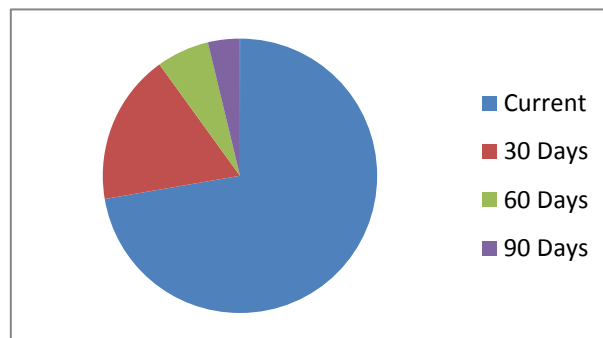
## Outstanding Rates

	Oct-19	Sep-19
<b>Current</b>	75,429	582,363
<b>1 Year</b>	35,674	39,099
<b>2 Years</b>	25,067	27,115
<b>3 Years</b>	16,140	16,319
<b>4 Years</b>	11,434	14,276
<b>5 Years</b>	5,139	7,029
<b>5+ Years</b>	5,246	5,246
<b>Interest</b>	35,502	32,071
<b>Total</b>	<b>209,631</b>	<b>723,518</b>



## Outstanding Debtors

<b>Total</b>	<b>257,765.63</b>
<b>Current</b>	186,324.58
<b>30 Days</b>	45,739.24
<b>60 Days</b>	16,032.36
<b>90 Days</b>	9,669.45



### Consultation:

- Director of Corporate and Community Services

### Legal Implications:

### Policy Implications:

### Financial and Resource Implications:

### InfoXpert Document ID:

108432



Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

**8.2 Subject:** Expenses and Reimbursement Policy  
**Attachments:** Expenses and Reimbursement Policy  
**Author:** Director of Corporate & Community Services  
**Date:** 6 November 2019

---

**Executive Summary:**

Council is required by the provisions of the Local Government Regulation 2012 to adopt an expenses and reimbursement policy. Council has previously adopted the Expenses and Reimbursement Policy in August 2014. In line with practices of good governance, a review of the policy has been carried out, and Council is presented with version 3.0 for consideration.

**Recommendation:**

*That Council adopt the Expenses and Reimbursement Policy Version 3.0 as presented;*

---

**Background:**

In August 2014, the Expenses and Reimbursement Policy version 2.1 was presented to Council and adopted at the Ordinary meeting of Council.

A review of the existing policy was completed and minor changes made to reflect changes to legislation. Additionally a notation was made regarding linkage of private frequent flyer reward program to flights.

**Consultation:** (internal/External)  
Chief Executive Officer

**Legal Implications:**

Policy developed in accordance with the *Local Government Regulation 2012*

**Policy Implications:**

The adoption of this policy will revoke all previous versions.

**Financial and Resource Implications:**

Nil

**InfoXpert Document ID:**

108367





**8.3 Subject:** First Quarter Review of the 2019-2020 Operational Plan  
**Attachments:** 2019-20 Operational Plan and Capital Works Program  
**Author:** Corporate Services Team Leader  
**Date:** 11 November 2019

**Executive Summary:**

In accordance with *section 174 (3) of the Local Government Regulation 2012*, a written assessment of Council's progress towards implementing the annual operational plan for the quarter July to September 2019 is presented to Council.

**Recommendation:**

*That Council accepts the first quarter review of the 2019-2020 Operational Plan.*

**Background:**

A summary is provided to Council of the preliminary operating surplus and the capital works program for the financial year 2019-2020:

<b>Operational Budget</b>	<b>Actuals 30 September 2019</b>	<b>Variance</b>	<b>2019/20 Original Budget</b>
Total Income	\$ 9,115,355	26%	\$ 34,805,072
Total Expenses	-\$ 5,002,989	30%	-\$ 16,578,099
<b>Net Result</b>	<b>\$ 4,112,366</b>	<b>23%</b>	<b>\$ 18,226,973</b>
Less Capital Revenue	\$ 5,918,886	24%	\$ 24,523,982
<b>Operating Result (excl. Capital Revenue)</b>	<b>-\$ 1,806,520</b>	<b>29%</b>	<b>-\$ 6,297,009</b>

<b>Capital Works Budget</b>	<b>Actuals 30 September 2019</b>	<b>Completion Rate</b>	<b>2019/20 Original Budget</b>
INFRASTRUCTURE & WORKS	\$ 1,098,193	10%	\$ 10,574,437
ENVIRONMENTAL MGMT	\$ 40,291	20%	\$ 200,500
COMMUNITY SERVICES	\$ 215,122	7%	\$ 2,879,253
CORPORATE SERVICES	\$ 45,017	8%	\$ 543,700
<b>TOTAL</b>	<b>\$ 1,398,623</b>	<b>10%</b>	<b>\$ 14,197,890</b>

The programs contained in the 2019-2020 Operational Plan are being delivered in accordance with the strategies and objectives outlined.

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

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



### Infrastructure and Works

Program	Percentage of Completion		Comment
2.4 Shire Roads Signage Directional and Advisory	220%	Expenditure	More than half the expenditure is labour costs
5.1 Diesel Fuel rebate	94%	Revenue	A large portion of this revenue is from the previous financial year. The BAS wasn't reported correctly and wasn't corrected until September.
5.2 Plant Program	136%	Revenue	External hire of the bus has been frequent, use for community events such as Julia Creek Races.

Julia Creek, McKinlay, Kynuna, Nelia and Gilliat Water Infrastructure as well as Sewerage Infrastructure revenue are all around 50% due to the first rates levy being issued.

### Corporate Services

Insurance - Revenue is at 102% due to majority of the insurance claims being received.

Capital Grants – Revenue is at 67%. Partial grants received for Dirt 'n' Dust Shed and other General Administration Capital Grants.

### Economic Development

Program	Percentage of Completion		Comment
1.1 Economic Development	57%	Revenue	First rates levy issued and received money for the PV Solar. This will even out at the end of the financial year when the second rates levy has been issued.
2.1 Tourism & Promotional Program	84%	Revenue	Peak tourism season has seen excessive funds come in from the Visitor Information Centre for Beneath the Creek fees, merchandise and RV site donations. Income should slow until tourism season starts again later in the financial year.
3.1 Livestock Weighing & Cattle Train Loading	41%	Revenue	Aurizon's cattle loading agreement charges have increased leading to higher revenue. Has also been increased invoices issued for cattle weighing.

### Community Services and Facilities amateur

Program	Percentage of Completion		Comment
4.1 Julia Creek Library	890%	Revenue	Not budgeted revenue - Department of Human Services access point payment received of \$4,534.46 and the First 5 Forever Grant of \$1,781.61 has also been received.
6.2 Jan Eckford Centre	82%	Expenditure	Insurance premium paid, rates, air conditioning cleaning and pest control. Expenditure should start to even out next year has major costs have been paid.



Ordinary Meeting of Council Tuesday 19 November 2019

7.3 Community Donations	125%	Expenditure	State School received \$20000 for snow camp and \$5000 to the hospital auxiliary.
9.2 McIntyre Park Venue	568%	Revenue	Increased camping at McIntyre Park.
9.3 Kev Bannah Oval Venue	39%	Expenditure	Insurance premium paid, hot water system installed, replaced blown up underground power to light pole and installed metal flex conduit on wires going to lights on top of all four poles.
14.1 Council Housing and Other Properties	74%	Revenue	Housing Capital Grant received, will even out towards EOFY.
	56%	Expenditure	Insurance premium paid, rates paid, furniture purchased for 5 Coyne Street, air conditioners cleaned and pest control services completed. Major costs have been paid, costs will even out.

**Health Safety & Development**

Program	Percentage of Completion		Comment
1.1 Local Disaster Management Group and State Emergency Services (SES)	39%	Expenditure	Insurance premium and rates paid. Will even out towards EOFY.
2.1 Community Environmental Health & Safety Program	93%	Revenue	Food licence and commercial use of roads revenue received.

**Environmental Management**

Refuse Collection and Disposal - Revenue at 52%, this is a result of the first rates levy issued. The revenue will even out closer to the end of financial year.

**Consultation:** (internal/External)

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

**Legal Implications:**

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

**Policy Implications:**

Nil

**Financial and Resource Implications:**

Nil

**InfoXpert Document ID:**

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

	PM	Actuals	%	Budget	Grants/Other	Comments
<b>Infrastructure &amp; Works</b>						
<b>Roads</b>						
Gilliat/McKinlay Road	DERS	-	0%	300,000	300,000	50/50 TIDS R2R
Byrimine Road	DERS	-	0%	200,000	200,000	50/50 TIDS R2R
Burke Street - reseal	DERS	-	0%	500,000	500,000	50/50 TIDS R2R
Julia Creek Truck Bay stabilisation and reseal	DERS	-	0%	100,387	100,387	
Betterment Project - Causeways Taldora Road	DERS	-	0%	3,000,000	3,000,000	
Combo Waterhole Sealing Project	DERS	-	0%	2,500,000	2,500,000	
Install Kerb & Channel - Burke Street	DERS	1,073	1%	100,000		
Footpath Paving - Booth - QGAP and Old Coffee Shop to Museum	DERS	-	0%	50,000		
<b>TOTAL ROADS</b>		<b>1,073</b>	<b>0%</b>	<b>6,750,387</b>	<b>6,600,387</b>	
<b>Wastewater</b>						
Julia Creek Sewerage Upgrade Project	DERS	535,602	149%	360,550		Committed Order \$370,543
Sewerage Lagoon Flow Monitoring	DERS	2,853	10%	30,000		Committed Order \$18,348
Julia Creek Manhole lid Replacement	DERS	22,915	74%	31,000		
Julia Creek Sewerage scada system replacement	DERS	10,958	22%	50,000		Committed Order \$48,374
<b>TOTAL WASTEWATER</b>		<b>572,328</b>		<b>471,550</b>	-	
<b>Water</b>						
Julia Creek Water - New Bore	DERS	317	0%	700,000	350,000	
Water Tower Renewal	DERS	-	0%	700,000	700,000	
Scarda System for Water	DERS	30,868	119%	26,000		
Water Main McIntyre Park	DERS	-	0%	170,000		
Water Meter (backflow prevention) Installation Program	DERS	-	0%	25,000		
Kynuna Water Upgrades	DERS	6,228	21%	30,000		
Kynuna Water Tower Ladder Reinstatement	DERS	-	0%	5,000		
<b>TOTAL WATER</b>		<b>37,413</b>		<b>1,656,000</b>	<b>1,050,000</b>	
<b>Transport</b>						
Julia Creek Airport - Shed	DERS	-	0%	20,000		
Replace PAL System at Julia Creek Airport	DERS	12,891	64%	20,000		Committed Orders \$1,934.15
Julia Creek Airport - Fuel Pods	DERS	-	0%	20,000		
<b>TOTAL TRANSPORT</b>		<b>12,891</b>		<b>60,000</b>	-	
<b>Other</b>						
Plant & Vehicle Replacement	DERS	474,489	30%	1,606,500		Committed Orders \$242,228.12
Diagnostic Computer Reader for all vehicles	DERS	-	0%	30,000		
<b>TOTAL OTHER</b>		<b>474,489</b>		<b>1,636,500</b>	-	
<b>Environment Management</b>						
<b>Reserves Fencing</b>	DERS	<b>40,291</b>				
McKinlay Reserve	DERS		0%	15,000		
Nelia Reserve	DERS	1,666	5%	30,500		Committed Orders \$385.53
Kynuna River Paddock	DERS		0%	15,000		
Kynuna Racecourse Paddock	DERS		0%	15,000		
Julia Creek Dump Paddock (Wiles)	DERS		0%	5,000		
<b>Reserve Water Upgrade and Poly Tanks</b>	DERS					
McKinlay Reserve	DERS		0%	40,000		Committed Orders \$9,656.91
Kynuna Reserve	DERS		0%	40,000		
DIP Paddock	DERS		0%	40,000		

TOTAL ENVIRONMENT MANAGEMENT			\$	40,291		200,500	\$	-	
Community Services & Facilities		PM		Actuals		Budget		Grants/Other	Comments
<b>Buildings &amp; Other Structures</b>									
Caravan Park Landscaping and Bath Houses	DCCS		1,754	1%	326,566.10		244,925	OTIF, Committed Orders \$2,156.40	
Caravan Park replacement shed and concrete pad	DERS		-	0%	5,000.00				
Bush Kitchen	DERS		16	0%	100,000.00			Committed Order \$46,907	
Innovation Hub	DCCS		4,320	0%	1,047,500.00		523,750	Committed Order \$161,162.62. Peak Services engaged to Project Manage and Procure Services. Lead Design Consultant engaged and start up meeting organised for September 12th.	
Duncan McIntyre Museum Renovation	DERS		-	0%	15,000.00				
Julia Creek Community Precinct Fit Out	DERS		71,685	18%	400,000.00		400,000	Committed Orders \$247,600.14	
McKinlay Community Shed	DCCS		-	0%	20,000.00		20,000	Committed Order \$12,069	
Julia Creek SES/Museum extension	DERS		-	0%	10,000.00			fencing	
Kev Bannah Oval Switchboard Upgrade	DERS		-	0%	12,000.00			Committed Order \$11,896	
McIntyre Park Switch board Upgrade	DERS		-	0%	10,500.00			Committed Order \$10,327	
McIntyre Park Power Pole Replacement	DERS		-	0%	5,000.00			Committed Order \$4,145.60	
McIntyre Park Arena Light	DERS		24,348	97%	25,000.00				
McKinlay SES Project	DERS		-	0%	59,800.00		59,800	Committed Orders \$12,524.67	
Julia Creek Swimming Pool Perimeter Fence	DERS		41,857	70%	60,000.00				
John McKinlay Statue	DCCS		-	0%	6,000.00				
Land Purchase	DCCS		-	0%	30,000.00				
Kev Bannah Oval Grandstand	DERS		-	0%	110,000.00		66,000		
Daren Ginns Gym Extension	DCCS		9,832	5%	187,500.00		150,000	Committed Order \$22,735. Peak Services engaged to Project Manage and Procure Services. Construction Contractor Engaged with start up meeting 12th September.	
<b>TOTAL COMMUNITY BUILDINGS &amp; OTHER STRUCTURES</b>			<b>153,811</b>		<b>2,429,866</b>		<b>1,464,475</b>		
<b>Parks &amp; Gardens</b>									
Lions Park - Fencing	DERS		-	0%	30,000		10,000		
McKinlay Garden Beds Middleton Street	DERS		8,952	18%	50,000				
McKinlay Centenary Park Upgrading septic tank	DERS		-	0%	8,000				
Julia Creek Silt Removal	DERS		-	0%	30,000				



## Capital Works Program 2019-2020 Version 1.1

Infrastructure & Works	Actuals		Budget		Grants/Other	
Roads	\$ 1,073.00	\$	6,750,387.00	\$	6,600,387.00	
Wastewater	\$ 572,327.73	\$	471,550.00	\$	-	
Water	\$ 37,412.77	\$	1,656,000.00	\$	1,050,000.00	
Transport	\$ 12,890.81	\$	60,000.00	\$	-	
Other	\$ 474,488.69	\$	1,636,500.00	\$	-	
<b>Subtotal</b>	<b>\$ 1,098,193.00</b>	<b>\$</b>	<b>10,574,437.00</b>	<b>\$</b>	<b>7,650,387.00</b>	
Environmental Management	Actuals		Budget		Grants/Other	
Reserves	\$ 40,291.20	\$	200,500.00	\$	-	
<b>Subtotal</b>	<b>\$ 40,291.20</b>	<b>\$</b>	<b>200,500.00</b>	<b>\$</b>	<b>-</b>	
Community Services & Facilities	Actuals		Budget		Grants/Other	

Community Buildings & Other Structures	\$ 153,811.05	\$	2,429,866.10	\$	1,464,474.57	
Parks & Gardens	\$ 52,764.49	\$	402,387.00	\$	10,000.00	
Council Housing	\$ 8,546.42	\$	47,000.00	\$	-	
<b>Subtotal</b>	<b>\$ 215,121.96</b>	<b>\$</b>	<b>2,879,253.10</b>	<b>\$</b>	<b>1,474,474.57</b>	
Corporate Services	Actuals		Budget		Grants/Other	
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>\$</b>	<b>543,700.00</b>	<b>\$</b>	<b>280,000.00</b>	
<b>Total</b>	<b>\$ 1,398,623.16</b>	<b>\$</b>	<b>14,197,890.10</b>	<b>\$</b>	<b>9,404,861.57</b>	

## Comments

## Comments

## Comments

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.

## Comments



# Infrastructure & Works

*Corporate Plan Program & Strategies: Engineering Services*

## Program: 1. Engineering Administration

<b>1.1</b>	<b>Roads to Recovery (R2R)</b>
Type:	Revenue - Capital Grant
Accountability:	Engineering & Works
Budget:	<b>Budget Revenue \$560,387</b> <b>Budget Expenditure \$0</b>
Actuals:	\$ -
Percentage of Completion:	0%
Description:	Receive capital grant from the Australian Federal Government, Department of Infrastructure and Transport for road infrastructure as eligible in the Roads to Recovery Procedures. Expenditure on the R2R projects are completed through Council's Capital Works program.
Comments	Grant not yet received.
<b>1.2</b>	<b>Transport Infrastructure Development Scheme (TIDS)</b>
Type:	Revenue - Capital Grant
Accountability:	Engineering & Works
Budget:	<b>Budget Revenue \$500,000</b> <b>Budget Expenditure \$0</b>
Actuals:	\$ -
Percentage of Completion:	0%
Description:	Capital Grant received from the Queensland Government Department of Transport and Main Roads to allocate to Shire roads as per the McKinlay Road Strategy Report. Expenditure on the TIDS projects are completed through Council's Capital Works program.
Comments	Claim to be submitted on completion of each project.
<b>1.3</b>	<b>Combo Waterhole Capital Grant</b>
Type:	Revenue - Capital Grant
Accountability:	Engineering & Works
Budget:	<b>Budget Revenue \$2,500,000</b> <b>Budget Expenditure \$0</b>
Actuals:	\$ -
Percentage of Completion:	0%
Description:	Funding to complete sealing works on combo waterhole road.
Comments	Grant not yet received.
<b>1.4</b>	<b>Engineering Program</b>
Type:	Expenditure - Operational Costs
Accountability:	Engineering & Works
Budget:	<b>Budget Revenue \$0</b> <b>Budget Expenditure \$620,000</b>
Actuals:	\$ 172,080
Percentage of Completion:	28%
Description:	Management of the General Engineering Operations function within McKinlay Shire Council. Engineering Operations consist of Works Department Administration wages, Works Supervision, Staff Training, Consultancy Services, Asset Management and other expenses required to operate the Engineering function of Council.

<b>Comments</b>	Currently inline with budget.			
<b>1.5</b>	<b>McKinlay Shire Depot</b>			
<i>Type:</i>	<i>Expenditure - Operational/Maintenance Costs</i>			
<b>Accountability:</b>	Engineering & Works			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$106,000</b>
<b>Actuals:</b>				<b>\$ 53,453</b>
<b>Percentage of Completion:</b>				<b>50%</b>
<b>Description:</b>	Manage and maintain Depots located at Julia Creek and McKinlay. Expenditure consists of general repairs and maintenance and general operations; phones, electricity, rates, insurance.			
<b>Comments</b>	Expenditure currently higher than budget. Insurance premium and rates paid in first quarter. Will need to monitor an review at mid year.			

## Program: 2. Roads and Maintenance

<b>2.1</b>	<b>Financial Assistance Grant (FAGS) Road Component</b>			
<i>Type:</i>	<i>Revenue - Operating Grant</i>			
<b>Accountability:</b>	Engineering & Works			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$500,715</b>	<b>Budget Expenditure</b>	<b>\$0</b>
<b>Actuals:</b>				<b>\$ 124,567</b>
<b>Percentage of Completion:</b>				<b>25%</b>
<b>Description:</b>	Operational Grant received from the Queensland Government Department of Local Government for general purposes and roads. Maximise funding through the provision of accurate data supplied to the Local Government Grants Commission.			
<b>Comments</b>	Revenue inline with budget.			
<b>2.3</b>	<b>Routine Maintenance to McKinlay Shire Road Network</b>			
<i>Type:</i>	<i>Expenditure - Operational/Maintenance Costs</i>			
<b>Accountability:</b>	Engineering & Works			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$1,230,000</b>
<b>Actuals:</b>				<b>\$ 328,013</b>
<b>Percentage of Completion:</b>				<b>27%</b>
<b>Description:</b>	Implement maintenance and inspection schedule for the McKinlay Shire rural road network including grading and culvert maintenance.			
<b>Comments</b>	Shire road maintenance expenditure inline with budget.			
<b>2.4</b>	<b>Shire Roads Signage Directional and Advisory</b>			
<i>Type:</i>	<i>Expenditure - Operational/Maintenance Costs</i>			
<b>Accountability:</b>	Engineering & Works			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$10,000</b>
<b>Actuals:</b>				<b>\$ 21,956</b>
<b>Percentage of Completion:</b>				<b>220%</b>
<b>Description:</b>	Management of all road signs on the McKinlay Shire road network; repairs and replacements.			
<b>Comments</b>	Expenditure significantly over budget. Will need to review and monitor. Labour is the largest expenditure which has not been budgeted for.			
<b>2.5</b>	<b>Town Streets</b>			
<i>Type:</i>	<i>Expenditure - Operational/Maintenance Costs</i>			

<b>Accountability:</b>	Engineering & Works		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$157,000</b>
<b>Actuals:</b>			<b>\$ 29,776</b>
<b>Percentage of Completion:</b>			<b>19%</b>

**Description:** Implement maintenance and inspection schedule to perform maintenance works and cleaning of town streets located in Julia Creek, McKinlay, Kynuna and Nelia

**Comments** Currently below budget. Council's garbage truck has not been in use for part of the quarter.

<b>2.6</b>	<b>Wet Weather</b>		
<b>Type:</b>	<i>Expenditure - Operational Costs</i>		
<b>Accountability:</b>	Engineering & Works		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$20,000</b>
<b>Actuals:</b>			<b>\$ -</b>
<b>Percentage of Completion:</b>			<b>0%</b>

**Description:** Wet Weather Expenses provision to be utilised for all outdoor staff when all other avenues of works to complete during wet weather are exhausted.

**Comments** No wet weather experienced in first quarter.

### Program: 3. Flood Damage Shire Roads

<b>3.1</b>	<b>Natural Disaster Relief and Recovery Arrangements (NDRRA)</b>		
<b>Type:</b>	<i>Revenue &amp; Expenditure - Recoverable Fees and Operational/Maintenance Costs</i>		
<b>Accountability:</b>	Engineering & Works		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$19,083,832</b>	<b>Budget Expenditure</b> <b>\$17,090,000</b>
<b>Actuals:</b>		<b>\$ 5,439,088</b>	<b>\$ 2,657,318</b>
<b>Percentage of Completion:</b>		<b>29%</b>	<b>16%</b>

**Description:** Delivery of Natural Disaster Relief and Recovery Arrangements (NDRRA) & DRFA works on the Shire owned roads network. Deliver the NDRRA 2018 and DRFA 2019 restoration works in accordance with the funding agreement from the Queensland Reconstruction Authority.

**Comments** 2019 Flood Damage revenue received.

### Program: 4. Airport

<b>4.1</b>	<b>Airport</b>		
<b>Type:</b>	<i>Revenue &amp; Expenditure - User Fees and Operational/Maintenance Costs</i>		
<b>Accountability:</b>	Engineering & Works		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$32,000</b>	<b>Budget Expenditure</b> <b>\$125,000</b>
<b>Actuals:</b>		<b>\$ 10,283</b>	<b>\$ 47,541</b>
<b>Percentage of Completion:</b>		<b>32%</b>	<b>38%</b>

**Description:** Maintain and operate the Julia Creek Airport facility. Maintain grounds and buildings and other general operations of the Julia Creek Airport. Collect revenue as per Fees and Charges Schedule

**Comments** Revenue received is from Avdata for landing fees. Expenditure includes the insurance premium paid, pest control services and legal costs.

<b>4.2</b>	<b>Airport Capital Grant</b>		
<b>Type:</b>	<i>Revenue &amp; Expenditure - Capital Income</i>		
<b>Accountability:</b>	Engineering & Works		

## Operational Plan 2019/20 Version 1

<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$125,000</b>	<b>Budget Expenditure</b>	<b>\$0</b>
<b>Actuals:</b>		\$ -		
<b>Percentage of Completion:</b>		0%		
<b>Description:</b>	Receive a contribution to fund the capital works program - Julia Creek Airport. Building Our Regions			
<b>Comments</b>	Grant not received yet.			

### Program: 5. Plant and Workshop Operations

<b>5.1</b>	<b>Diesel Fuel Rebate</b>			
<b>Type:</b>	<i>Revenue - Receive Rebate Income</i>			
<b>Accountability:</b>	Engineering & Works			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$40,000</b>	<b>Budget Expenditure</b>	<b>\$0</b>
<b>Actuals:</b>		\$ 37,715		
<b>Percentage of Completion:</b>		94%		
<b>Description:</b>	Claim diesel fuel rebate from the Australian Taxation Office. Submit the eligible rebate claims monthly via the Business Activity Statement as per the Diesel Fuel Rebate Scheme.			
<b>Comments</b>	Claim made this financial year included May and June as reporting wasn't performed correctly.			
<b>5.2</b>	<b>Plant Program</b>			
<b>Type:</b>	<i>Revenue &amp; Expenditure - User Fees and Operational/Maintenance Costs</i>			
<b>Accountability:</b>	Engineering & Works			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$500</b>	<b>Budget Expenditure</b>	<b>\$1,195,000</b>
<b>Actuals:</b>		\$ 682		\$ 234,756
<b>Percentage of Completion:</b>		136%		20%
<b>Description:</b>	Management of Council's Workshop and routine inspections, services and repairs to Council's Plant and Equipment. Provide plant hire to external parties. Charge external parties plant hire as per the hire charges. Fees to be paid either before hire or invoiced upon credit application approval.			
<b>Comments</b>	Revenue well over budget as external bus hire has been more frequent for community events.			
<b>5.3</b>	<b>Plant Hire Recoveries</b>			
<b>Type:</b>	<i>Recoverables</i>			
<b>Accountability:</b>	Engineering & Works			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>(\$2,000,000)</b>
<b>Actuals:</b>				(\$836,105.04)
<b>Percentage of Completion:</b>				42%
<b>Description:</b>	Council to recover costs for usage of Plant and Equipment. Recoup plant costs as hire charges against activities to cover all maintenance, depreciation and operating costs.			
<b>Comments</b>	Currently ahead of budget which is largely attributable to current road works.			

### Program: 6. Recoverable Works

<b>6.1</b>	<b>Road Maintenance Performance Contract (RMPC)</b>			
<b>Type:</b>	<i>Revenue &amp; Expenditure - Maintenance Contract Recoverable Works</i>			
<b>Accountability:</b>	Engineering & Works			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$1,420,878</b>	<b>Budget Expenditure</b>	<b>\$1,420,878</b>
<b>Actuals:</b>		\$ 73,768		\$ 223,446
<b>Percentage of Completion:</b>		5%		16%

<b>Description:</b>	Implement the RMPC program in accordance with the contract submitted and agreed by both Council the Department of Transport and Main Roads, to undertake routine maintenance on the state highways - Wills Development Road, Flinders Highway and the Julia Creek to Kynuna Road.			
<b>Comments</b>	Claims made monthly, have only received payment for Claim 1, revenue will even out with budget as year progresses and we receive further claims. Will need to monitor and review expenditure to keep inline the budget.			
<b>6.2 Cannington / Toolebuc Road</b>				
<b>Type:</b>	<i>Revenue &amp; Expenditure - Maintenance Contract Recoverable Works</i>			
<b>Accountability:</b>	Engineering & Works			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$580,000</b>	<b>Budget Expenditure</b>	<b>\$580,000</b>
<b>Actuals:</b>	\$	-	\$	35,518
<b>Percentage of Completion:</b>		0%		6%
<b>Description:</b>	Road maintenance completed on Toolebuc Road (Cannington Mine Access Road) by Council in accordance with the Purchase Order provided by South 32. Claims are lodged to South 32 online to recoup expenditure.			
<b>Comments</b>	First quarter expenses not claim yet. Need to review and monitor the expenditure to ensure we are inline with the budget.			
<b>6.3 Recoverable Works - Other</b>				
<b>Type:</b>	<i>Revenue &amp; Expenditure - Council Recoverable Works</i>			
<b>Accountability:</b>	Engineering & Works			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$50,000</b>	<b>Budget Expenditure</b>	<b>\$50,000</b>
<b>Actuals:</b>	\$	327	\$	9,357
<b>Percentage of Completion:</b>		1%		19%
<b>Description:</b>	Other services provided by Council that are not specified under a particular program. Works completed or services provided as approved by Senior Management. Works undertaken in this program will consist of use of Council resources and will be claimed through the Council's Debtor function.			
<b>Comments</b>	Minimal private works revenue received yet, will even out when invoices are issued.			

## Program: 7. Water Infrastructure

<b>7.1 Julia Creek Water Infrastructure</b>				
<b>Type:</b>	<i>Revenue &amp; Expenditure - Utility Charges and Operational/Maintenance Costs</i>			
<b>Accountability:</b>	Engineering & Works			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$283,752</b>	<b>Budget Expenditure</b>	<b>\$190,000</b>
<b>Actuals:</b>	\$	141,549	\$	36,200
<b>Percentage of Completion:</b>		50%		19%
<b>Description:</b>	Maintenance and general operations of the Julia Creek Water Supply. Undertake water supply infrastructure planning for the Julia Creek water area, and issue two rates levies as per Council's Revenue Statement.			
<b>Comments</b>	Revenue received in first biannual rates levy. Expenditure includes electricity, insurance and general maintenance.			
<b>7.2 Julia Creek Water Infrastructure Capital Grant</b>				
<b>Type:</b>	<i>Revenue - Capital Funding</i>			
<b>Accountability:</b>	Engineering & Works			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$525,000</b>	<b>Budget Expenditure</b>	<b>\$0</b>

Actuals: \$ -  
 Percentage of Completion: 0%

<b>Description:</b>	Capital funding for Julia Creek Water Tower rehabilitation and new bore Julia Creek.
<b>Comments</b>	Capital grant not yet received.

<b>7.3 McKinlay Water Infrastructure</b>	
<i>Type:</i>	Revenue & Expenditure - Utility Charges and Operational/Maintenance Costs
<b>Accountability:</b>	Engineering & Works
<b>Budget:</b>	<b>Budget Revenue \$18,645      Budget Expenditure \$15,000</b>
<b>Actuals:</b>	<b>\$ 9,791      \$ 2,932</b>
<b>Percentage of Completion:</b>	<b>53%      20%</b>

<b>Description:</b>	Maintenance and general operations of the McKinlay Water Supply. Undertake water supply infrastructure planning for the McKinlay water area, and issue two rates levies as per Council's Revenue Statement.
<b>Comments</b>	Revenue received in first biannual rates levy. General maintenance.

<b>7.4 Kynuna Water Infrastructure</b>	
<i>Type:</i>	Revenue & Expenditure - Utility Charges and Operational/Maintenance Costs
<b>Accountability:</b>	Engineering & Works
<b>Budget:</b>	<b>Budget Revenue \$12,309      Budget Expenditure \$35,000</b>
<b>Actuals:</b>	<b>\$ 5,994      \$ 12,228</b>
<b>Percentage of Completion:</b>	<b>49%      35%</b>

<b>Description:</b>	Maintenance and general operations of the Kynuna Water Supply. Undertake water supply infrastructure planning for the Kynuna water area, and issue two rates levies as per Council's Revenue Statement.
<b>Comments</b>	Revenue received in first biannual rates levy. General maintenance.

<b>7.5 Nelia Water Infrastructure</b>	
<i>Type:</i>	Revenue & Expenditure - Utility Charges and Operational/Maintenance Costs
<b>Accountability:</b>	Engineering & Works
<b>Budget:</b>	<b>Budget Revenue \$2,384      Budget Expenditure \$8,000</b>
<b>Actuals:</b>	<b>1296.12      \$ 1,271</b>
<b>Percentage of Completion:</b>	<b>54%      16%</b>

<b>Description:</b>	Maintenance and general operations of the Nelia Water Supply. Undertake water supply infrastructure planning for the Nelia water area, and issue two rates levies as per Council's Revenue Statement.
<b>Comments</b>	Revenue received in first biannual rates levy. General maintenance.

<b>7.6 Gilliat Water Infrastructure</b>	
<i>Type:</i>	Revenue - Utility Charges
<b>Accountability:</b>	Engineering & Works
<b>Budget:</b>	<b>Budget Revenue \$2,534      Budget Expenditure \$0</b>
<b>Actuals:</b>	<b>\$ 1,343</b>
<b>Percentage of Completion:</b>	<b>53%</b>

<b>Description:</b>	Maintenance and general operations of the Gilliat Water Supply. Undertake water supply infrastructure planning for the Gilliat water area, and issue two rates levies as per Council's Revenue Statement.
---------------------	---

<b>Comments</b>	Revenue received in first biannual rates levy.
-----------------	--

**Program: 8. Sewerage Infrastructure**

<b>8.1</b>	<b>Sewerage Infrastructure</b>		
<i>Type:</i>	<i>Revenue &amp; Expenditure - Utility Charges and Operational/Maintenance Costs</i>		
<b>Accountability:</b>	Engineering & Works		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$210,599</b>	<b>Budget Expenditure</b> <b>\$170,000</b>
<b>Actuals:</b>		<b>\$ 109,641</b>	<b>\$ 19,202</b>
<b>Percentage of Completion:</b>		<b>52%</b>	<b>11%</b>
<b>Description:</b>	Maintenance and general operations of the Julia Creek Sewerage Services. Undertake water supply infrastructure planning for the Julia Creek Sewer Systems, and issue two rates levies as per Council's Revenue Statement.		
<b>Comments</b>	Revenue received in first biannual rates levy. General maintenance.		

# Governance and Partnerships

*Corporate Plan Program & Strategies: Governance & Partnerships*

## Program: 1. Governance

1.1		Governance Operations			
<b>Type:</b>	<i>Revenue &amp; Expenditure - Operating Grant &amp; Operational Costs</i>				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$34,095</b>	<b>Budget Expenditure</b>	<b>\$531,500</b>	
<b>Actuals:</b>		\$ -		\$ 165,373	
<b>Percentage of Completion:</b>		0%		31%	
<b>Description:</b>	Deliver the Governance function of Council. Operational costs include maintaining the CEO and Executive Assistant positions, memberships and subscriptions, training, conferences and meetings, management of the Asset Management Plan, Corporate Plan, Financial Sustainability and the Internal Audit. Building Better Regions Fund - Community Plan.				
<b>Comment</b>	Grant not yet received. Expenditure is inline with budget. Large part of expenditure is the LGAQ membership.				
1.2		Members Remuneration			
<b>Type:</b>	<i>Expenditure - Remuneration Costs</i>				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$349,458</b>	
<b>Actuals:</b>				\$ 57,174	
<b>Percentage of Completion:</b>				16%	
<b>Description:</b>	Remuneration and reimbursements paid to Mayor and Councillors. Pay Councillor remuneration including travel and other Council Business reimbursements as per Council Policies.				
<b>Comment</b>	Expenditure only includes councillor remuneration for July and August, September will be paid early October				
1.3		Councillor Training and Conference Expenses			
<b>Type:</b>	<i>Expenditure - Operational Costs</i>				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$45,000</b>	
<b>Actuals:</b>				\$ 9,530	
<b>Percentage of Completion:</b>				21%	
<b>Description:</b>	To provide Councillors with required training and attending Council Business meetings and conferences. Provision for costs associated with Councillors attending meetings and conferences as required in their role.				
<b>Comment</b>	Costs associated with councillors attendance at LGAQ conference, OQTA Tourism awards, Bush Councils Conference.				
1.4		Council Election Expenses			
<b>Type:</b>	<i>Expenditure - Operational Costs</i>				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$11,000</b>	
<b>Actuals:</b>				\$ -	



Percentage of Completion:

0%

Description:

Provision for Council Election Expenses. Allow for a By Election and Contributions to Electoral Commission Local Government Office.

Comment

Expenditure not required until further into the year.

---

## Corporate Services

*Corporate Plan Program & Strategies: Corporate Services*

### Program: 1. Employee Costs & Recovery

<b>1.1</b>	<b>Employee Costs and Recovery</b>			
Type:	Expenditure - Recoverables and Operational Costs			
Accountability:	Corporate and Community Services			
Budget:	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$138,425</b>
Actuals:				<b>(\$19,609)</b>
Percentage of Completion:				<b>-14%</b>
Description:	Deliver the Employee Costs and Recovery program. Payment of employee entitlements inclusive of Annual Leave, Long Service Leave, Sick Leave and Superannuation.			

**Comment** Sick leave and Fringe Benefits Tax currently higher than budget and Public Holidays Expense below budget. All other expenditure is inline with the budget.

### Program: 2. Administration General

<b>2.1</b>	<b>Financial Assistance Grants (FAGS) Administration Component</b>			
Type:	Revenue - Operating Grant			
Accountability:	Corporate and Community Services			
Budget:	<b>Budget Revenue</b>	<b>\$2,264,746</b>	<b>Budget Expenditure</b>	<b>\$0</b>
Actuals:		<b>\$ 567,884</b>		
Percentage of Completion:		<b>25%</b>		
Description:	Operational Grant received from the Queensland Government Department of Local Government for general purposes; administration. Maximise funding through the provision of accurate data supplied to the Local Government Grants Commission. The data returns are estimated to be lodged by November each year.			

**Comment** Revenue inline with budget. Grant received in August.

<b>2.2</b>	<b>Capital Grants</b>			
Type:	Revenue - Capital Grants			
Accountability:	Corporate and Community Services			
Budget:	<b>Budget Revenue</b>	<b>\$600,000</b>	<b>Budget Expenditure</b>	<b>\$0</b>
Actuals:		<b>\$ 400,000</b>		
Percentage of Completion:		<b>67%</b>		
Description:	Drought Communities Funding - allocated to various capital projects. Building Our Regions - Innovation Hub			

**Comment** Grant received from the Drought Communities Program. Half was allocated to the Dirt 'n' Dust shed capital grant.

<b>2.3</b>	<b>Insurance</b>			
Type:	Applications for Compensation			
Accountability:	Corporate and Community Services			
Budget:	<b>Budget Revenue</b>	<b>\$119,800</b>	<b>Budget Expenditure</b>	<b>\$0</b>
Actuals:		<b>\$ 122,629</b>		
Percentage of Completion:		<b>102%</b>		

<b>Description:</b>	Insurance claims.
---------------------	-------------------

**Comment** Actuals well ahead of budget as majority of the insurance claims have been received.

<b>2.4</b>	<b>Bank and Investment Interest</b>		
<i>Type:</i>	<i>Revenue - Interest</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$300,000</b>	<b>Budget Expenditure</b> <b>\$0</b>
<b>Actuals:</b>		<b>\$ 68,901</b>	
<b>Percentage of Completion:</b>		<b>23%</b>	
<b>Description:</b>	Investment of Council funds to earn interest. Invest Council funds to facilitate a higher interest return as per the current Investment Policy.		

**Comment** Just below budget predictions.

<b>2.5</b>	<b>Other Revenue</b>		
<i>Type:</i>	<i>Revenue - User Fees</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$8,500</b>	<b>Budget Expenditure</b> <b>\$0</b>
<b>Actuals:</b>		<b>\$ 1,691</b>	
<b>Percentage of Completion:</b>		<b>20%</b>	
<b>Description:</b>	Collect other revenue. Receive revenue that is not specified under a particular program, but is specified in the Fees and Charges schedule; photocopying etc.		

**Comment** Below budget. Main revenue is printing fees.

<b>2.6</b>	<b>Finance and Administration Program</b>		
<i>Type:</i>	<i>Expenditure - Operational Costs</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$997,400</b>
<b>Actuals:</b>			<b>\$ 261,637</b>
<b>Percentage of Completion:</b>			<b>26%</b>
<b>Description:</b>	Deliver the Finance and Administration Operational program. Operational costs involve payroll, contract and consulting fees, IT hardware and software maintenance, subscriptions, staff amenities, staff training, conferences and meetings, audit fees, printing and stationary, telephone, mobile and internet, electricity, banking and asset valuations. Administration overhead cost recoveries.		

**Comment** Material and Services slightly ahead of budget with Labour just below.

### Program: 3. Rates and Charges

<b>3.1</b>	<b>General Rate Collection &amp; Fees</b>		
<i>Type:</i>	<i>Revenue - Differential General Rates &amp; User Fees</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$2,419,847</b>	<b>Budget Expenditure</b> <b>\$0</b>
<b>Actuals:</b>		<b>\$ 1,248,357</b>	
<b>Percentage of Completion:</b>		<b>52%</b>	

<b>Description:</b>	Issue two rate levies for the financial year as per the current Revenue Statement and Revenue Policy. Levy and issue two rate levies for general rates on the nine differential rate categories specified in the Revenue Statement. Any outstanding rates are to be collected in accordance with the current Debtor Policy.
---------------------	---

<b>Comment</b>	Ahead of budget as first biannual rates levy issued.
----------------	--

### 3.2 General Rates Expenses

<b>Type:</b>	<i>Expenditure - Operational Costs</i>		
--------------	--	--	--

<b>Accountability:</b>	Corporate and Community Services		
------------------------	----------------------------------	--	--

<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$30,000</b>
----------------	-----------------------	------------	---------------------------	-----------------

<b>Actuals:</b>			\$	-
-----------------	--	--	----	---

<b>Percentage of Completion:</b>				0%
----------------------------------	--	--	--	----

<b>Description:</b>	Issue payments to the Department of Natural Resources, Mines and Energy (DNRME). Payments issued to DNRME annually to ensure Council receives all valuation roll updates.
---------------------	---

<b>Comment</b>	Invoice from DNRME not received in this quarter.
----------------	--

### 3.3 Council Rates & Charges

<b>Type:</b>	<i>Expenditure - Operational Costs</i>		
--------------	--	--	--

<b>Accountability:</b>	Corporate and Community Services		
------------------------	----------------------------------	--	--

<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$52,700</b>
----------------	-----------------------	------------	---------------------------	-----------------

<b>Actuals:</b>			\$	19,168
-----------------	--	--	----	--------

<b>Percentage of Completion:</b>				36%
----------------------------------	--	--	--	-----

<b>Description:</b>	Recognise expenses for Council owned vacant land. Issue two rate levies for service charges within the rates module (water and sewerage) and ensure vacant land is maintained; mowed and cleared of any debris. Fees for sale of land (recoverable through general rate revenue).
---------------------	--

<b>Comment</b>	First rates levy for vacant land owned by Council.
----------------	--

## Program: 4. Stores and Purchasing

### 4.1 Stores and Purchasing

<b>Type:</b>	<i>Expenditure - Operational Costs</i>		
--------------	--	--	--

<b>Accountability:</b>	Corporate and Community Services		
------------------------	----------------------------------	--	--

<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$75,000</b>
----------------	-----------------------	------------	---------------------------	-----------------

<b>Actuals:</b>			\$	23,090
-----------------	--	--	----	--------

<b>Percentage of Completion:</b>				31%
----------------------------------	--	--	--	-----

<b>Description:</b>	Maintain Stores located at the Council Depot. Conduct store and arrange all purchasing for engineering and other Council activities. Complete stock take at the end of each financial year. Recoup store costs on engineering works.
---------------------	--

<b>Comment</b>	Slightly ahead of budget, will even out through the year.
----------------	---

## Program: 5. Workplace Health and Safety

### 5.1 Work Cover

<b>Type:</b>	<i>Applications for Compensation</i>		
--------------	--------------------------------------	--	--

<b>Accountability:</b>	Corporate and Community Services		
------------------------	----------------------------------	--	--

<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>(\$10,000)</b>
----------------	-----------------------	------------	---------------------------	-------------------

<b>Actuals:</b>				(\$6,915.50)
-----------------	--	--	--	--------------

<b>Percentage of Completion:</b>				69%
----------------------------------	--	--	--	-----

<b>Description:</b>	Recovery of Wages for Workers Compensation. Workers Compensation paid to employees for any workplace incidents that are eligible under the Workplace Health and Safety Workers Compensation Insurance. Claims are submitted to the Local Government Workcare.
---------------------	---

<b>Comment</b>	Claims received for employee.
----------------	-------------------------------

<b>5.2</b>	<b>Workplace Health and Safety Program</b>
------------	--

<b>Type:</b>	<i>Expenditure - Operational Costs</i>			
<b>Accountability:</b>	Corporate and Community Services, Environment and Regulatory Services			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$267,000</b>
<b>Actuals:</b>			<b>\$</b>	<b>39,818</b>
<b>Percentage of Completion:</b>				<b>15%</b>

<b>Description:</b>	Maintain the Workplace Health and Safety Program. General operations for the Workplace Health and Safety program; payroll, first aid, stationary and consumables, workers compensation, safety wear, extinguisher services, training, meetings and conferences.
---------------------	---

<b>Comment</b>	Not using a temporary WHS Officer, so costs will be under budget as budget has been set based on previous year costs.
----------------	---

<b>5.3</b>	<b>WH&amp;S Overhead Recoveries Program</b>
------------	---

<b>Type:</b>	<i>Recoverables</i>			
<b>Accountability:</b>	Corporate and Community Services, Environment and Regulatory Services			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>(\$55,000)</b>
<b>Actuals:</b>				<b>(\$12,717)</b>
<b>Percentage of Completion:</b>				<b>23%</b>

<b>Description:</b>	Cost recoveries for WH&S. Internal On-Cost recovery system for expenses associated with WH&S.
---------------------	---

<b>Comment</b>	Just below budget
----------------	-------------------

## Program: 6. Human Resources

<b>6.1</b>	<b>Recruitment Expenses</b>
------------	-----------------------------

<b>Type:</b>	<i>Expenditure - Operational Costs</i>			
<b>Accountability:</b>	Corporate and Community Services			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$35,000</b>
<b>Actuals:</b>			<b>\$</b>	<b>7,606</b>
<b>Percentage of Completion:</b>				<b>22%</b>

<b>Description:</b>	Deliver the program in recruiting of all Council positions. Operational costs in recruiting for Council positions include advertising, interview, inductions, medicals and position appointments. Collect when eligible, revenue for incentives for apprenticeships/traineeships.
---------------------	---

<b>Comment</b>	Just below budget. Only recruiting expenses occur when positions required.
----------------	--

<b>6.2</b>	<b>Relocation Expenses</b>
------------	----------------------------

<b>Type:</b>	<i>Expenditure - Operational Costs</i>			
<b>Accountability:</b>	Corporate and Community Services			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$10,000</b>
<b>Actuals:</b>			<b>\$</b>	<b>6,631</b>
<b>Percentage of Completion:</b>				<b>66%</b>

<b>Description:</b>	Provide incentive of Relocation Costs to future employees. Relocation costs provided to eligible staff as per Council Policy.		
<b>Comment</b>	Expenses are to relocate DERS. Should even out as year continues.		
<b>6.3</b>	<b>Certified Agreement Agreement (CA)</b>		
<b>Type:</b>	<i>Expenditure - Operational Costs</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$6,000</b>
<b>Actuals:</b>			\$ -
<b>Percentage of Completion:</b>			0%
<b>Description:</b>	Maintain CA. Costs incurred in the ongoing agreement period of McKinlay Shire Council CA.		
<b>Comment</b>	Not required.		
<b>6.4</b>	<b>Rewards &amp; Recognition Program</b>		
<b>Type:</b>	<i>Expenditure - Operational Costs</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$1,000</b>
<b>Actuals:</b>			\$ -
<b>Percentage of Completion:</b>			0%
<b>Description:</b>	To improve the health & wellbeing of our employees. To implement initiatives accessible to Council employees that can focus on increasing their health and wellbeing.		
<b>Comment</b>	Program not carried out yet.		
<b>6.5</b>	<b>Employee Team Meetings, Training and Development Program</b>		
<b>Type:</b>	<i>Expenditure - Operational Costs</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$1,000</b>
<b>Actuals:</b>			\$ -
<b>Percentage of Completion:</b>			0%
<b>Description:</b>	Council employees program to allow for whole of Council staff meetings, training and development.		
<b>Comment</b>	Not required during the quarter.		
<b>6.6</b>	<b>Traineeship and Apprenticeship</b>		
<b>Type:</b>	<i>Revenue - Subsidies</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$0</b>
<b>Actuals:</b>			
<b>Description:</b>	Receive traineeship or apprenticeship subsidies when eligible. Apply for subsidies through the Department of Education and Training when staff enrol to complete an apprenticeship or traineeship.		

## Economic Development

*Corporate Plan & Strategies: Economic Development*

### Program: 1. Economic Development

<b>1.1</b>	<b>Economic Development</b>		
<b>Type:</b>	<i>Revenue &amp; Expenditure - Special Charges, Contributions and Operational Costs</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$30,157</b>	<b>Budget Expenditure</b> <b>\$255,000</b>
<b>Actuals:</b>		<b>\$ 17,225</b>	<b>\$ 25,360</b>
<b>Percentage of Completion:</b>		<b>57%</b>	<b>10%</b>
<b>Description:</b>	Deliver the Economic Development program. Deliver and participate in the following initiatives; Mitez, SWER and any general economic initiatives that will enhance and support the local economy. Collect Special Rates Levy for the PV Solar.		
<b>Comment</b>	Revenue ahead of budget as PV solar charges were received in the first rates levy issued during the quarter.		

### Program: 2. Tourism

<b>2.1</b>	<b>Tourism and Promotional Program</b>		
<b>Type:</b>	<i>Revenue &amp; Expenditure - Sales and Operational/Maintenance Costs</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$22,590</b>	<b>Budget Expenditure</b> <b>\$337,500</b>
<b>Actuals:</b>		<b>\$ 18,987</b>	<b>\$ 110,345</b>
<b>Percentage of Completion:</b>		<b>84%</b>	<b>33%</b>
<b>Description:</b>	Deliver Tourism operational program. Operational costs consist of the general maintenance and operations of the At the Creek Information Centre. Maintaining commitment to NWOQTA and OQTA, promotional advertising, brochure reprints, attendance at meetings, famils and conferences as applicable, staff training, allocation of funds towards new tourism products. Collect revenue for tourism promotional products on behalf of Council and OQTA funding.		
<b>Comment</b>	Peak tourism season has seen excessive funds come in from the Visitor Information Centre for Beneath the Creek fees, merchandise and RV site donations. Income should slow until tourism season starts again later in the financial year.		

<b>2.2</b>	<b>Street Lighting</b>		
<b>Type:</b>	<i>Expenditure - Operational Costs</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$28,000</b>
<b>Actuals:</b>			<b>\$ 3,790</b>
<b>Percentage of Completion:</b>			<b>14%</b>
<b>Description:</b>	Operate the Street Lighting network.		
<b>Comment</b>	Expenditure not inline with budget as only July and August bills have been paid.		

### Program: 3. Livestock Operations

<b>3.1</b>	<b>Livestock Weighing &amp; Cattle Train Loading</b>		
<b>Type:</b>	<i>Revenue &amp; Expenditure - User Fees and Operational/Maintenance Costs</i>		

<b>Accountability:</b>	Environment and Regulatory Services			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$76,000</b>	<b>Budget Expenditure</b>	<b>\$68,000</b>
<b>Actuals:</b>		<b>\$ 31,228</b>		<b>\$ 20,956</b>
<b>Percentage of Completion:</b>		<b>41%</b>		<b>31%</b>

**Description:** Operate the Council owned Livestock Weighing facility. Operations consist of general maintenance and operational costs to continue to operate a commercial service. Fees for weighing are invoiced as per the current Fees and Charges schedule through Council's Debtor system, and recovered as per Council's Debtor Policy.

**Comment** Aurizon's cattle loading agreement charges have increased leading to higher revenue. Has also been increased invoices issued for cattle weighing. Expenditure is inline with budget with general operational costs.

<b>3.2</b>	<b>Livestock Facility Capital Grant</b>			
<b>Type:</b>	<i>Revenue - Capital Grant</i>			
<b>Accountability:</b>	Environment and Regulatory Services			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$200,000</b>	<b>Budget Expenditure</b>	<b>\$0</b>
<b>Actuals:</b>		<b>\$ -</b>		
<b>Percentage of Completion:</b>		<b>0%</b>		
<b>Description:</b>	Secure funding to assist in the delivery of a new Dip Facility and yards.			

**Comment** Grant not yet received.



## Community Services and Facilities

*Corporate Plan Program & Strategies: Community Services and Facilities*

### Program: 1. Community Services Administration

<b>1.1</b>	<b>Community Services</b>				
<i>Type:</i>	<i>Expenditure - Operational/Maintenance Costs</i>				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<table border="0"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$290,000</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$634,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$290,000</b>	<b>Budget Expenditure</b>	<b>\$634,000</b>
<b>Budget Revenue</b>	<b>\$290,000</b>	<b>Budget Expenditure</b>	<b>\$634,000</b>		
<b>Actuals:</b>	<table border="0"> <tr> <td>\$ 74,114</td> <td>\$ 41,785</td> </tr> </table>	\$ 74,114	\$ 41,785		
\$ 74,114	\$ 41,785				
<b>Percentage of Completion:</b>	<table border="0"> <tr> <td>26%</td> <td>7%</td> </tr> </table>	26%	7%		
26%	7%				
<b>Description:</b>	<p>Services of Director of Corporate and Community Services and the Community Services Team Leader. Deliver the program to maintain and coordinate the positions for the Director of Corporate and Community Services and the Community Services Team Leader. Maintain and operate the McKinlay Crafty Old School House. Inclusive of funding and operational costs of Community Development Officer (CDO)</p>				

**Comment** Expenditure is portion of wages for Director and Team Leader. Expenditure currently under budget, will review and monitor.

### Program: 2. Caravan Park

<b>2.1</b>	<b>Julia Creek Caravan Park</b>				
<i>Type:</i>	<i>Revenue &amp; Expenditure - User Fees and Operational/Maintenance Costs</i>				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<table border="0"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$348,500</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$292,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$348,500</b>	<b>Budget Expenditure</b>	<b>\$292,000</b>
<b>Budget Revenue</b>	<b>\$348,500</b>	<b>Budget Expenditure</b>	<b>\$292,000</b>		
<b>Actuals:</b>	<table border="0"> <tr> <td>\$ 174,389</td> <td>\$ 66,802</td> </tr> </table>	\$ 174,389	\$ 66,802		
\$ 174,389	\$ 66,802				
<b>Percentage of Completion:</b>	<table border="0"> <tr> <td>50%</td> <td>23%</td> </tr> </table>	50%	23%		
50%	23%				
<b>Description:</b>	<p>Operate the Council owned Julia Creek Caravan Park. Operations consist of general maintenance and operational costs to maintain current level of service. This is inclusive of wages for staff and caretaker of park. Revenue is collected by the caretaker and issued to the Council Administration on a weekly basis.</p>				

**Comment** Revenue is above budget due to success full tourism during the quarter. As season has come to an end for the year, should even out as year goes on and next years season begins.

<b>2.2</b>	<b>Julia Creek Caravan Park - Capital Grant</b>				
<i>Type:</i>	<i>Revenue - Capital Funding</i>				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<table border="0"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$244,925</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$0</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$244,925</b>	<b>Budget Expenditure</b>	<b>\$0</b>
<b>Budget Revenue</b>	<b>\$244,925</b>	<b>Budget Expenditure</b>	<b>\$0</b>		
<b>Actuals:</b>	<table border="0"> <tr> <td>\$ -</td> <td></td> </tr> </table>	\$ -			
\$ -					
<b>Percentage of Completion:</b>	<table border="0"> <tr> <td>0%</td> <td></td> </tr> </table>	0%			
0%					
<b>Description:</b>	<p>Complete funding claims and acquittal as per funding agreement of the Outback Tourism Infrastructure Fund (OTIF)</p>				

**Comment** Grant not yet received.

### Program: 3. Medical Centre

<b>3.1</b>	<b>Julia Creek Medical Centre</b>			
<i>Type:</i>	<i>Revenue &amp; Expenditure - Recoverable Fees and Operational/Maintenance Costs</i>			
<b>Accountability:</b>	Corporate and Community Services			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$7,300</b>
<b>Actuals:</b>			<b>\$</b>	<b>3,826</b>
<b>Percentage of Completion:</b>				<b>52%</b>
<b>Description:</b>	Operations consist of general maintenance and operational costs to of the facility.			

**Comment**

Expenditure over budget due to insurance premium, pest control services and rates being paid during the quarter.

### Program: 4. Library Services

<b>4.1</b>	<b>Julia Creek Library</b>			
<i>Type:</i>	<i>Revenue &amp; Expenditure - User Fees, Grants and Operational/Maintenance Costs</i>			
<b>Accountability:</b>	Corporate and Community Services			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$710</b>	<b>Budget Expenditure</b>	<b>\$157,000</b>
<b>Actuals:</b>	<b>\$</b>	<b>6,316</b>	<b>\$</b>	<b>28,750</b>
<b>Percentage of Completion:</b>		<b>890%</b>		<b>18%</b>

**Description:**

Maintain the Council's Julia Creek Library. Operations consist of general maintenance and operational costs to provide high standard library service in Julia Creek through appropriately trained staff. To provide commitment to computer and photocopying services for the public. Allowance for purchase of any furnishings for benefit of library users. Complete SLQ documentation in order to receive CLS grant. Collect fees to assist in the provision of internet, computer and photocopying access. Ensure fees are collected in relation to overdue library books and lost/stolen books.

**Comment**

Revenue well over budget due to Department of Human Services access point payment received of \$4,534.46 and the First 5 Forever Grant of \$1,781.61 has also been received. This revenue was not budgeted for. Expenditure below budget, compared to previous year, there hasnt been any large purchases for equipment.

<b>4.2</b>	<b>McKinlay Library</b>			
<i>Type:</i>	<i>Expenditure - Operational/Maintenance Costs</i>			
<b>Accountability:</b>	Corporate and Community Services			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$10,000</b>
<b>Actuals:</b>			<b>\$</b>	<b>2,866</b>
<b>Percentage of Completion:</b>				<b>29%</b>

**Description:**

Maintain the Council's McKinlay Library. Operations consist of general maintenance and operational costs to McKinlay Library. Service is provided one day per week to the community.

**Comment**

Expenditure inline with budget, insurance premium, rates and pest control services paid.

## Program: 5. Events and Civic Receptions

<b>5.1</b>	<b>Events and Civic Receptions</b>				
<i>Type:</i>	<i>Revenue &amp; Expenditure - User Fees, Funding and Operational/Maintenance Costs</i>				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$66,000</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$154,500</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$66,000</b>	<b>Budget Expenditure</b>	<b>\$154,500</b>
<b>Budget Revenue</b>	<b>\$66,000</b>	<b>Budget Expenditure</b>	<b>\$154,500</b>		
<b>Actuals:</b>	\$ - \$ 42,678				
<b>Percentage of Completion:</b>	0% 28%				
<b>Description:</b>	Provisions for specified events to be facilitated by Council to the community. Specified events are - ANZAC Day, Australia Day, Seniors Week, Christmas Lights Comp, Community Christmas Tree, openings of new Council facilities and other misc civic receptions. Expenses are incurred and revenue is collected by Council. Funding/Grants revenue may occur on notification of any rounds available.				

**Comment** Grant not received in quarter. Expenditure inline with budget. Large payment was for catering at the Governor General Thank you Dinner.

## Program: 6. Heritage and Culture

<b>6.1</b>	<b>Julia Creek Museum and the Opera House</b>				
<i>Type:</i>	<i>Expenditure - Operational/Maintenance Costs</i>				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$0</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$11,200</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$11,200</b>
<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$11,200</b>		
<b>Actuals:</b>	\$ 6,281				
<b>Percentage of Completion:</b>	56%				
<b>Description:</b>	Maintain the Julia Creek Museum and the Opera House. Operations consist of general maintenance and operational costs to the Julia Creek Museum and the Opera House.				

**Comment** Expenditure well above budget due to insurance premium, rates, pest control services and air conditioning cleaning paid for. Will even out as year continues.

<b>6.2</b>	<b>Jan Eckford Centre</b>				
<i>Type:</i>	<i>Expenditure - Operational/Maintenance Costs</i>				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<table border="1"> <tr> <td><b>Budget Revenue</b></td> <td><b>\$0</b></td> <td><b>Budget Expenditure</b></td> <td><b>\$7,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$7,000</b>
<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$7,000</b>		
<b>Actuals:</b>	\$ 5,734				
<b>Percentage of Completion:</b>	82%				
<b>Description:</b>	Maintain the Jan Eckford Centre. Operations consist of general maintenance and operational costs to the Jan Eckford Centre.				

**Comment** Expenditure well above budget due to insurance premium, rates, pest control services and air conditioning cleaning paid for. Will even out as year continues.

<b>6.3</b>	<b>Regional Arts Development Fund (RADF)</b>			
Type:	Revenue & Expenditure - Operating Grants/Funding and Operational Costs			
Accountability:	Corporate and Community Services			
Budget:	<b>Budget Revenue</b>	<b>\$25,000</b>	<b>Budget Expenditure</b>	<b>\$50,904</b>
Actuals:		<b>\$ 22,000</b>		<b>\$ 1,150.00</b>
Percentage of Completion:		<b>88%</b>		<b>2%</b>
Description:	Deliver the RADF program. Applications for RADF grant submitted and allocation approved, Council committed funds and income from projects received. Funds allocated to successful RADF applications by RADF Committee.			

**Comment** RADF grant received. Expenditure below budget as only one RADF application has been paid. Expenditure will increase as the year continues.

### Program: 7. Community Support

<b>7.1</b>	<b>Support Community Organisations</b>			
Type:	Expenditure - Operational Costs			
Accountability:	Corporate and Community Services			
Budget:	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$110,000</b>
Actuals:				<b>\$ 25,200</b>
Percentage of Completion:				<b>23%</b>
Description:	Provide financial support to community organisations. Provide financial support to community organisations in line with adopted Council Policies. Allocation for Dirt and Dust Festival support as per MOU.			

**Comment** Expenditure inline with budget. Dirt and Dust first payment made as per MOU and payment made to Julia Creek Amateur Swimming Club.

<b>7.2</b>	<b>Community Small Grants Program</b>			
Type:	Expenditure - Operational Costs			
Accountability:	Corporate and Community Services			
Budget:	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$20,000</b>
Actuals:				<b>\$ 5,000</b>
Percentage of Completion:				<b>25%</b>
Description:	Provide the Community Small Grants round to the Shire Community. Allocation to provide Community Small Grants as per policy and grant guidelines.			

**Comment** Expenditure includes payment made to Julia Creek campdraft Association. Inline with budget.

<b>7.3</b>	<b>Community Donations</b>			
Type:	Expenditure - Operational Costs			
Accountability:	Corporate and Community Services			
Budget:	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$20,000</b>
Actuals:				<b>\$ 25,000</b>
Percentage of Completion:				<b>125%</b>

<b>Description:</b>	Remit donations at the discretion of the Council. Donations applied to Council in writing and submitted to the subsequent Council Meeting for consideration and approval. Donation requests must comply with Council policies.
---------------------	--

**Comment** Expenditure above budget, will review and monitor.

**7.4 Commonwealth Home Support Program (CHSP) and Meals on Wheels (MOW)**

<b>Type:</b>	<i>Revenue &amp; Expenditure - Operating Grants and Operational/Maintenance Costs</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$178,523</b>	<b>Budget Expenditure</b> <b>\$175,223</b>
<b>Actuals:</b>		<b>\$ 49,615</b>	<b>\$ 34,330</b>
<b>Percentage of Completion:</b>		<b>28%</b>	<b>20%</b>

<b>Description:</b>	Provide CHSP services to eligible McKinlay Shire Residents and maintain the MOW program. Receive CHSP funding and provide CHSP services as per the funding agreement guidelines. Operational costs associated with MOW program delivery and the collection of revenue for meal costs on delivery and receive MOW annual grant.
---------------------	--

**Comment** MOW revenue tracking below budget. Received one payment for the Commonwealth Home Support Programme (Social support and Transport). Expenditure is below budget, will review and monitor.

**7.5 Aged Care**

<b>Type:</b>	<i>Revenue &amp; Expenditure - Operating Grants and Operational Costs</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$10,000</b>
<b>Actuals:</b>			<b>\$ -</b>
<b>Percentage of Completion:</b>			<b>0%</b>

<b>Description:</b>	Provide home access services to the Senior Citizens of McKinlay Shire and receive grants. Provide home access services to the Senior Citizens of McKinlay Shire. Receive grant for Broadband for Seniors.
---------------------	---

**Comment** Budget not required during the quarter.

**7.6 Community Health**

<b>Type:</b>	<i>Expenditure - Operational/Maintenance Costs</i>		
<b>Accountability:</b>	Corporate and Community Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b> <b>\$75,000</b>
<b>Actuals:</b>			<b>\$ 15,413</b>
<b>Percentage of Completion:</b>			<b>21%</b>

<b>Description:</b>	Provide a Community Health Nurse to all McKinlay Shire Residents. Expenditure received as per MOU with Queensland Health for the Community Health Nurse position. Maintain the Community Health Nurse position as per the funding agreement guidelines. Operate and maintain the McKinlay Medical Centre.
---------------------	---

**Comment** Expenditure just below budget as invoice for Community Nurse for September not received during the quarter.

7.7 Julia Creek Early Learning Centre					
Type:	Revenue & Expenditure - User Fees, Rebates, Funding and Operational/Maintenance Costs				
Accountability:	Corporate and Community Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$383,766</td> <td>Budget Expenditure</td> <td>\$609,350</td> </tr> </table>	Budget Revenue	\$383,766	Budget Expenditure	\$609,350
Budget Revenue	\$383,766	Budget Expenditure	\$609,350		
Actuals:	\$ 109,187	\$ 100,227			
Percentage of Completion:	28%	16%			
Description:	Maintain the Julia Creek Early Learning Centre. Operations consist of general maintenance, staff wages and the collection of fees, rebates and funding. Special project included for the business case and design plans for potential new hub.				
Comment	Revenue inline with budget. Expenditure below budget, labour is inline with budget, material and services is well below budget.				

7.8 Middle School					
Type:	Revenue & Expenditure - User Fees and Operational/Maintenance Costs				
Accountability:	Corporate and Community Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$500</td> <td>Budget Expenditure</td> <td>\$6,100</td> </tr> </table>	Budget Revenue	\$500	Budget Expenditure	\$6,100
Budget Revenue	\$500	Budget Expenditure	\$6,100		
Actuals:	\$ -	\$ 72			
Percentage of Completion:	0%	1%			
Description:	Provide assistance to the Julia Creek Middle School by contribution of a Teacher Aid and collection of quarterly fees for students to attend.				
Comment	Invoices for middle school have not been sent for the quarter.				

### Program: 8. Work Program

8.1 Work Program					
Type:	Expenditure - Operational Costs				
Accountability:	Environment and Regulatory Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$0</td> <td>Budget Expenditure</td> <td>\$22,000</td> </tr> </table>	Budget Revenue	\$0	Budget Expenditure	\$22,000
Budget Revenue	\$0	Budget Expenditure	\$22,000		
Actuals:		\$ 8,466			
Percentage of Completion:		38%			
Description:	Maintain Work Program. Provide administrative and financial support to the Work Program through the Community Advisory Committee (CAC).				
Comment	Large amount of expenditure is plant hire.				

### Program: 9. Sport and Recreation

9.1 McIntyre Park Users					
Type:	Revenue & Expenditure - User Contribution Fees and Operational/Maintenance Costs				
Accountability:	Corporate and Community Services				
Budget:	<table border="1"> <tr> <td>Budget Revenue</td> <td>\$9,000</td> <td>Budget Expenditure</td> <td>\$0</td> </tr> </table>	Budget Revenue	\$9,000	Budget Expenditure	\$0
Budget Revenue	\$9,000	Budget Expenditure	\$0		
Actuals:	\$ -				
Percentage of Completion:	0%				

<b>Description:</b>	Maintain contribution from identified users of McIntyre Park in association with the Land management Plan. McIntyre Park Users invoiced by Council their contribution to the facilities for the current financial year.
---------------------	---

**Comment** Invoices have not been sent out in the quarter to McIntyre Park users.

<b>9.2 McIntyre Park Venue</b>					
<i>Type:</i>	Revenue & Expenditure - User Fees and Operational/Maintenance Costs				
<b>Accountability:</b>	Corporate and Community Services, Environment and Regulatory Services				
<b>Budget:</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"><b>Budget Revenue</b></td> <td style="text-align: right;"><b>\$200</b></td> <td style="width: 50%;"><b>Budget Expenditure</b></td> <td style="text-align: right;"><b>\$121,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$200</b>	<b>Budget Expenditure</b>	<b>\$121,000</b>
<b>Budget Revenue</b>	<b>\$200</b>	<b>Budget Expenditure</b>	<b>\$121,000</b>		
<b>Actuals:</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: right;">\$ 1,136</td> <td style="width: 50%; text-align: right;">\$ 46,788</td> </tr> </table>	\$ 1,136	\$ 46,788		
\$ 1,136	\$ 46,788				
<b>Percentage of Completion:</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: right;">568%</td> <td style="width: 50%; text-align: right;">39%</td> </tr> </table>	568%	39%		
568%	39%				
<b>Description:</b>	Charge hire fees for the usage of McIntyre Park facilities and keep the facilities maintained. Collect fees for the hire of the McIntyre Park facilities as per the current Fees and Charges Schedule and Hire Policy. Operations consist of general maintenance and operational costs of the facilities by Council in line with the Land Management Plan.				

**Comment** Revenue is well over budget due to increased camping at McIntyre Park. Expenditure over budget due to insurance premium and rates being paid, also switchboard works completed.

<b>9.3 Kev Bannah Oval Venue</b>					
<i>Type:</i>	Revenue & Expenditure - User Fees and Operational/Maintenance Costs				
<b>Accountability:</b>	Corporate and Community Services, Environment and Regulatory Services				
<b>Budget:</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"><b>Budget Revenue</b></td> <td style="text-align: right;"><b>\$1,200</b></td> <td style="width: 50%;"><b>Budget Expenditure</b></td> <td style="text-align: right;"><b>\$86,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$1,200</b>	<b>Budget Expenditure</b>	<b>\$86,000</b>
<b>Budget Revenue</b>	<b>\$1,200</b>	<b>Budget Expenditure</b>	<b>\$86,000</b>		
<b>Actuals:</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: right;">\$ 689</td> <td style="width: 50%; text-align: right;">\$ 33,142</td> </tr> </table>	\$ 689	\$ 33,142		
\$ 689	\$ 33,142				
<b>Percentage of Completion:</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: right;">57%</td> <td style="width: 50%; text-align: right;">39%</td> </tr> </table>	57%	39%		
57%	39%				
<b>Description:</b>	Charge hire fees for the usage of Kev Bannah Oval facilities and keep the facilities maintained. Collect fees for the hire of the Kev Bannah Oval facilities as per the current Fees and Charges Schedule and Hire Policy. Operations consist of general maintenance and operational costs by Council for the Kev Bannah Oval facilities; Skate Park, Community Recreation Centre and the Oval.				

**Comment** Revenue performing over budget due to increased hire of the venue. Expenditure ahead of budget due to insurance premium paid, hot water system installed, replaced blown up underground power to light pole and installed metal flex conduit on wires going to lights on top of all four poles.

<b>9.4 Burke St Recreational / Events Venue</b>					
<i>Type:</i>	Revenue & Expenditure - Venue Hire Fees and Operational/Maintenance Costs				
<b>Accountability:</b>	Corporate and Community Services				
<b>Budget:</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"><b>Budget Revenue</b></td> <td style="text-align: right;"><b>\$0</b></td> <td style="width: 50%;"><b>Budget Expenditure</b></td> <td style="text-align: right;"><b>\$9,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$9,000</b>
<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$9,000</b>		
<b>Actuals:</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"></td> <td style="width: 50%; text-align: right;">\$ 4,086</td> </tr> </table>		\$ 4,086		
	\$ 4,086				
<b>Percentage of Completion:</b>	45%				

<b>Description:</b>	Charge hire fees for the usage of the Shed and Grounds as per the current Fees and Charges Schedule and Hire Policy. Operations consist of general maintenance and operational costs by Council.
---------------------	--

<b>Comment</b>	Expenditure ahead of budget as insurance premium paid and works completed at the venue during the period.
----------------	---

<b>9.5</b>	<b>Julia Creek Sporting Precinct Venue</b>			
<b>Type:</b>	<i>Revenue &amp; Expenditure - User Fees and Operational/Maintenance Costs</i>			
<b>Accountability:</b>	Corporate and Community Services, Environment and Regulatory Services			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$15,000</b>	<b>Budget Expenditure</b>	<b>\$41,000</b>
<b>Actuals:</b>		<b>\$ 2,945</b>		<b>\$ 13,511</b>
<b>Percentage of Completion:</b>		<b>20%</b>		<b>33%</b>

<b>Description:</b>	Charge hire fees for the usage of the Indoor Sports Centre and the Participation Space (Gym) and keep the facilities maintained. Collect fees for the hire of the Indoor Sports Centre and the Participation Space (Gym) as per the current Fees and Charges Schedule and Hire Policy. Operations consist of general maintenance and operational costs by Council.
---------------------	--

<b>Comment</b>	Revenue performing below budget, likely because not all gym users are paying their memberships. Expenditure is slightly ahead of budget, this would be due to insurance premium and rates being paid.
----------------	---

<b>9.6</b>	<b>Sport and Recreation - other</b>			
<b>Type:</b>	<i>Revenue -Capital Grants and Subsidies</i>			
<b>Accountability:</b>	Corporate and Community Services			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$105,000</b>	<b>Budget Expenditure</b>	<b>\$0</b>
<b>Actuals:</b>		<b>\$ -</b>		
<b>Percentage of Completion:</b>		<b>0%</b>		

<b>Description:</b>	Manage capital funding received for the Gym extension in accordance with the terms and conditions of the funding agreement.
---------------------	---

<b>Comment</b>	Grant not received yet.
----------------	-------------------------

<b>9.7</b>	<b>Sport and Recreation</b>			
<b>Type:</b>	<i>Revenue &amp; Expenditure - User Fees and Operational Costs</i>			
<b>Accountability:</b>	Corporate and Community Services			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$6,800</b>	<b>Budget Expenditure</b>	<b>\$115,000</b>
<b>Actuals:</b>		<b>\$ 3,200</b>		<b>\$ 32,612</b>
<b>Percentage of Completion:</b>		<b>47%</b>		<b>28%</b>

<b>Description:</b>	Receive other revenue not specified under the Sport and Recreation programs. Collect revenue for programs made available to the community through out the current year; School Holiday Program and other sporting events held by Council. Maintain the Sport and Recreation function within Council. Deliver the program to maintain the Sport and Recreation Officer positions including training, meeting and conference attendance, sporting equipment and other general operational costs.
---------------------	--



## Comment

Revenue ahead of budget, have received Sporting Schools Term 3 payment in quarter, will even out throughout year.

### Program: 10. Parks, Gardens and Amenities

<b>10.1</b>	<b>Parks, Gardens and Amenities</b>
<i>Type:</i>	<i>Expenditure - Operational/Maintenance Costs</i>
<b>Accountability:</b>	Engineering & Works
<b>Budget:</b>	<b>Budget Revenue \$10,000</b> <b>Budget Expenditure \$655,000</b>
<b>Actuals:</b>	<b>\$ - \$ 197,760</b>
<b>Percentage of Completion:</b>	<b>0% 30%</b>
<b>Description:</b>	Maintain the Shire's parks, gardens and amenities. Operations consist of maintaining parks, grass control, watering, fertilising and associated landscaping activities within the McKinlay Shire including streetscape. General maintenance and operational costs of all amenity facilities. These operations are delivered in the towns of Julia Creek, McKinlay and Kynuna.

## Comment

### Program: 11. Civic Centre and Old HACC Centre

<b>11.1</b>	<b>Civic Centre &amp; Old HACC Centre</b>
<i>Type:</i>	<i>Revenue &amp; Expenditure - User Fees and Operational/Maintenance Costs</i>
<b>Accountability:</b>	Corporate and Community Services, Environment and Regulatory Services
<b>Budget:</b>	<b>Budget Revenue \$2,500</b> <b>Budget Expenditure \$102,050</b>
<b>Actuals:</b>	<b>\$ 1,423 \$ 33,284</b>
<b>Percentage of Completion:</b>	<b>57% 33%</b>
<b>Description:</b>	Charge hire fees for the usage of the Civic Centre venue and keep the facilities maintained. Collect fees for the hire of the Civic Centre venue as per the current Fees and Charges Schedule and Hire Policy. Operations consist of general maintenance and operational costs by Council.

## Comment

Revenue ahead of budget due to increase in Civic Centre hire. Expenditure slightly ahead of budget due to insurance, rates, air conditioning cleaning and pest control services being paid.

### Program: 12. Cemeteries

<b>12.1</b>	<b>Cemeteries</b>
<i>Type:</i>	<i>Expenditure - Operational/Maintenance Costs</i>
<b>Accountability:</b>	Corporate and Community Services, Environment and Regulatory Services
<b>Budget:</b>	<b>Budget Revenue \$0</b> <b>Budget Expenditure \$17,000</b>
<b>Actuals:</b>	<b>\$ 4,123</b>
<b>Percentage of Completion:</b>	<b>24%</b>

<b>Description:</b>	Maintain cemeteries within McKinlay Shire. Operations consist of general maintenance of cemetery grounds and graves in the Julia Creek, McKinlay, Kynuna and Nelia cemeteries. Maintain records for the cemeteries heritage information to the community.
---------------------	---

**Comment** Expenditure inline with budget.

### Program: 13. Swimming Pool

<b>13.1 Julia Creek Swimming Pool</b>					
<b>Type:</b>	<i>Expenditure - Operational/Maintenance Costs</i>				
<b>Accountability:</b>	Environment and Regulatory Services				
<b>Budget:</b>	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;"><b>Budget Revenue</b></td> <td style="text-align: right;"><b>\$0</b></td> <td style="width: 50%;"><b>Budget Expenditure</b></td> <td style="text-align: right;"><b>\$267,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$267,000</b>
<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$267,000</b>		
<b>Actuals:</b>	<b>\$ 44,964</b>				
<b>Percentage of Completion:</b>	<b>17%</b>				
<b>Description:</b>	Maintain the Julia Creek Swimming Pool and collect fees and charges for admission and canteen. Operations consist of general maintenance, operational costs and contract management fees to provide a swimming pool service to the community.				

**Comment** Expenditure below budget, electricity for the period not paid in this quarter.

### Program: 14. Housing and FR Bill Bussutin Centre

<b>14.1 Council Housing and Other Properties</b>					
<b>Type:</b>	<i>Revenue &amp; Expenditure - Rental Income and Operational/Maintenance Costs</i>				
<b>Accountability:</b>	Corporate and Community Services, Environment and Regulatory Services				
<b>Budget:</b>	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;"><b>Budget Revenue</b></td> <td style="text-align: right;"><b>\$154,838</b></td> <td style="width: 50%;"><b>Budget Expenditure</b></td> <td style="text-align: right;"><b>\$150,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$154,838</b>	<b>Budget Expenditure</b>	<b>\$150,000</b>
<b>Budget Revenue</b>	<b>\$154,838</b>	<b>Budget Expenditure</b>	<b>\$150,000</b>		
<b>Actuals:</b>	<b>\$ 113,988</b>				
<b>Percentage of Completion:</b>	<b>74%</b>				
<b>Description:</b>	Deliver a Staff Housing Program for McKinlay Shire employees and contractors and manage rentals on all other Council properties. Operations consist of general maintenance and operational costs to maintain the Council owned houses, flats, sheds and land. Staff, contractors or other can occupy the houses, sheds, other structures and land as approved by Senior Management on completion of a lease agreement with Council. Rent to be collected as per lease agreement and Fees and Charges Schedule.				

**Comment** Capital grant for council housing received. Also rent received for 2 Netterfield Street from Ergon has increased the revenue. Expenditure over budget due to insurance premium, airconditioning cleaning, pest controls and rates being paid. Furniture has also been purchased for some council properties.

<b>14.2 FR Bill Bussutin Community Centre</b>					
<b>Type:</b>	<i>Revenue &amp; Expenditure - User Fees and Operational/Maintenance Costs</i>				
<b>Accountability:</b>	Corporate and Community Services, Environment and Regulatory Services				
<b>Budget:</b>	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;"><b>Budget Revenue</b></td> <td style="text-align: right;"><b>\$4,000</b></td> <td style="width: 50%;"><b>Budget Expenditure</b></td> <td style="text-align: right;"><b>\$0</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$4,000</b>	<b>Budget Expenditure</b>	<b>\$0</b>
<b>Budget Revenue</b>	<b>\$4,000</b>	<b>Budget Expenditure</b>	<b>\$0</b>		
<b>Actuals:</b>	<b>\$ 2,864</b>				
<b>Percentage of Completion:</b>	<b>72%</b>				

<b>Description:</b>	Collect fees and charges for the hire of the FR Bill Bussutin Community Centre. Charge as per Fees and Charges Schedule for hire of the FR Bill Bussutin Community Centre.
---------------------	--

**Comment** Invoicing to third parties for use of consult rooms.

<b>14.3</b>	<b>FR Bill Bussutin Centre Senior Living</b>		
<i>Type:</i>	<i>Revenue &amp; Expenditure - Rental Income and Operational/Maintenance Costs</i>		
<b>Accountability:</b>	Corporate and Community Services, Environment and Regulatory Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$30,000</b>	<b>Budget Expenditure</b> <b>\$63,000</b>
<b>Actuals:</b>		<b>\$ 8,582</b>	<b>\$ 19,911</b>
<b>Percentage of Completion:</b>		<b>29%</b>	<b>32%</b>

<b>Description:</b>	Provide housing to eligible McKinlay Shire Senior Citizen residents and maintain the operations of the community centre. Operations consist of general maintenance and operational costs to maintain the Seniors Living and Community Centre Complex. Rent to be collected as per lease agreement and hire fees as per the Fees and Charges Schedule.
---------------------	---

**Comment** Expenditure slightly over budget, due to insurance, rates, pest control services and air conditioning cleaning all in the quarter.

## Health Safety & Development

*Corporate Plan Program & Strategies: Environment & Regulatory Services*

### Program: 1. Disaster Management

<b>1.1</b>	<b>Local Disaster Management Group and State Emergency Services (SES)</b>			
<b>Type:</b>	<i>Revenue &amp; Expenditure - Grant and Operational Costs</i>			
<b>Accountability:</b>	Environmental and Regulatory Services			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$87,148</b>	<b>Budget Expenditure</b>	<b>\$25,500</b>
<b>Actuals:</b>		<b>\$ 6,102</b>		<b>\$ 10,065</b>
<b>Percentage of Completion:</b>		<b>7%</b>		<b>39%</b>
<b>Description:</b>	<p>Provide effective disaster strategies through the implementation of a Local Disaster Management Group. Provide assistance to the SES volunteer organisation. Develop disaster preparations and strategies as per the Local Disaster Management Plan to ensure community safety.</p> <p>Assist in providing emergency help during and after declared (natural or otherwise) disasters. The SES may provide a support role to other agencies, particularly police and fire.</p>			
<b>Comment</b>	Grant received for National Disaster Government Support, SES grant still to be received. Expenditure ahead of budget as insurance premium and rates paid.			

### Program: 2. Community Environmental Health and Safety

<b>2.1</b>	<b>Community Environmental Health &amp; Safety Program</b>			
<b>Type:</b>	<i>Revenue &amp; Expenditure - User Fees and Operational/Maintenance Costs</i>			
<b>Accountability:</b>	Environmental and Regulatory Services			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$1,600</b>	<b>Budget Expenditure</b>	<b>\$229,000</b>
<b>Actuals:</b>		<b>\$ 1,487</b>		<b>\$ 13,766</b>
<b>Percentage of Completion:</b>		<b>93%</b>		<b>6%</b>
<b>Description:</b>	<p>Provide Environmental Health services across McKinlay Shire. Ensure compliance with Environmental Health legislation and implement pricing policy to recoup costs. Administer obligations under the Food Act 2006, Public Health (Personal Appearance Services) Act 2003, Public Health Act 2005, Environmental Protection Act 1994 and Water Supply (Safety and Reliability) Act 2008. Deliver and maintain the Director of Environmental and Regulatory Health and Environmental Health and Tech Officer/Assistant positions.</p>			
<b>Comment</b>	Revenue ahead of budget as annual food licences and Commercial Use of Roads permits fees received. Expenditure is well under budget, will need to be monitored and reviewed.			

### Program: 3. Local Law Enforcement

<b>3.1</b>	<b>Local Law Enforcement</b>			
<b>Type:</b>	<i>Revenue &amp; Expenditure - Fees, Charges and Operational/Maintenance Costs</i>			
<b>Accountability:</b>	Environmental and Regulatory Services			
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$8,500</b>	<b>Budget Expenditure</b>	<b>\$90,000</b>
<b>Actuals:</b>		<b>\$ 5,057</b>		<b>\$ 26,106</b>
<b>Percentage of Completion:</b>		<b>59%</b>		<b>29%</b>

<b>Description:</b>	Enforce Local Laws as approved by Council. McKinlay Shire Council Local Laws consist of animal management as per the Local Government Act 2009 and the Animal Management Act 2008; Dogs and other animals annual registration fees, impounding of animals and animal boarding fees as per the current Fees and Charges Schedule.
---------------------	--

**Comment** Revenue is ahead of budget as animal registrations have been issued in the quarter. Expenditure is inline with budget.

### Program: 4. Land and Building Development

<b>4.1</b>	<b>Town Planning</b>		
<i>Type:</i>	<i>Revenue &amp; Expenditure - Fees, Charges and Operational/Maintenance Costs</i>		
<b>Accountability:</b>	Environmental and Regulatory Services		
<b>Budget:</b>	<b>Budget Revenue</b>	<b>\$2,500</b>	<b>Budget Expenditure</b> <b>\$51,000</b>
<b>Actuals:</b>	\$ -		\$ 2,098
<b>Percentage of Completion:</b>		0%	4%

<b>Description:</b>	Assessments of all development applications. Assess applications in line with the provisions of the SPA and consistent with the McKinlay Shire Council Planning Scheme.
---------------------	---

**Comment** Revenue not inline with budget as no building approvals or development applications received. Expenditure will increase throughout the year when valuation and town planning advice expenses are incurred.

## Environmental Management

*Corporate Plan Program & Strategies: Environment & Regulatory Services*

### Program: 1. Refuse Collection & Disposal

1.1 Refuse Collection					
<b>Type:</b>	Revenue & Expenditure - Utility Charges and Operational/Maintenance Costs				
<b>Accountability:</b>	Environmental and Regulatory Services				
<b>Budget:</b>	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"><b>Budget Revenue</b></td> <td style="text-align: right;"><b>\$82,377</b></td> <td style="width: 50%;"><b>Budget Expenditure</b></td> <td style="text-align: right;"><b>\$41,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$82,377</b>	<b>Budget Expenditure</b>	<b>\$41,000</b>
<b>Budget Revenue</b>	<b>\$82,377</b>	<b>Budget Expenditure</b>	<b>\$41,000</b>		
<b>Actuals:</b>	\$ 42,852	\$ 5,994			
<b>Percentage of Completion:</b>	52%	15%			
<b>Strategy:</b>	Provide domestic and commercial kerbside rubbish collections in Julia Creek. Rubbish collections provided to Julia Creek residents and businesses once a week and only Council approved bins will be collected. Service charges will be collected through the rating system that is levied twice in a financial year.				

**Progress Comments:** Revenue received by services charged on the first biannual rates levy.

1.2 Refuse Disposal					
<b>Type:</b>	Revenue & Expenditure - Utility Charges and Operational/Maintenance Costs				
<b>Accountability:</b>	Environmental and Regulatory Services				
<b>Budget:</b>	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"><b>Budget Revenue</b></td> <td style="text-align: right;"><b>\$41,678</b></td> <td style="width: 50%;"><b>Budget Expenditure</b></td> <td style="text-align: right;"><b>\$85,000</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$41,678</b>	<b>Budget Expenditure</b>	<b>\$85,000</b>
<b>Budget Revenue</b>	<b>\$41,678</b>	<b>Budget Expenditure</b>	<b>\$85,000</b>		
<b>Actuals:</b>	\$ 21,607	\$ 15,156			
<b>Percentage of Completion:</b>	52%	18%			
<b>Strategy:</b>	Manage and operate Waste Facilities in the McKinlay Shire. Provide and maintain the Waste Facilities at Julia Creek, McKinlay, Kynuna and Nelia. Refuse Management service charges will be collected through the rating system that is levied twice in a financial year.				

**Progress Comments:** Revenue received by services charged on the first biannual rates levy.

### Program: 2. Pest Plant and Animal Control

2.1 Truck Washdown Bay					
<b>Type:</b>	Revenue - User Fees				
<b>Accountability:</b>	Environmental and Regulatory Services				
<b>Budget:</b>	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"><b>Budget Revenue</b></td> <td style="text-align: right;"><b>\$20,000</b></td> <td style="width: 50%;"><b>Budget Expenditure</b></td> <td style="text-align: right;"><b>\$0</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$20,000</b>	<b>Budget Expenditure</b>	<b>\$0</b>
<b>Budget Revenue</b>	<b>\$20,000</b>	<b>Budget Expenditure</b>	<b>\$0</b>		
<b>Actuals:</b>	\$ 6,535				
<b>Percentage of Completion:</b>	33%				
<b>Strategy:</b>	Collect fees from the Truck Washdown Bay. Collect fees for the delivery of service as per the current Fees and Charges schedule. Administration of the accounts and pre paid accounts is completed by Company Avdata. Payments less commission is submitted to Council on a monthly basis. Operations consist of general maintenance and operational costs for the Washdown Bay.				

**Progress Comments:** Revenue slightly ahead of budget. Fees continue to be collected by Avdata.

<b>2.2</b>	<b>Dingo Baits</b>
Type:	Revenue - User Fees
Accountability:	Environmental and Regulatory Services
Budget:	<b>Budget Revenue \$1,200</b> <b>Budget Expenditure \$0</b>
Actuals:	\$ 295
Percentage of Completion:	25%
Strategy:	Supply factory baits to McKinlay Shire residents. Assist with Pest Control outside of coordinated baiting times. Supply factory baits as per the current Fees and Charges schedule.

**Progress Comments:** Revenue inline with budget. Doggone Factory baits supplied to two residents.

<b>2.3</b>	<b>Feral Pig Baits</b>
Type:	Revenue - User Fees
Accountability:	Environmental and Regulatory Services
Budget:	<b>Budget Revenue \$0</b> <b>Budget Expenditure \$0</b>
Actuals:	
Strategy:	Supply factory baits to McKinlay Shire residents. Assist with Pest Control outside of coordinated baiting times. Supply factory baits as per the current Fees and Charges schedule.

**Progress Comments:** Feral Pig baits not supplied this year.

<b>2.4</b>	<b>Pest Plant Control Program</b>
Type:	Revenue & Expenditure - Funding and Operational/Maintenance Costs
Accountability:	Environmental and Regulatory Services
Budget:	<b>Budget Revenue \$0</b> <b>Budget Expenditure \$195,000</b>
Actuals:	\$ 11,527
Percentage of Completion:	6%
Strategy:	Deliver the Pest Plant Control Program within McKinlay Shire. Control pest plants on land under the control of McKinlay Shire Council and regulate on other land within McKinlay Shire.

**Progress Comments:** Further works to commence in next quarter

<b>2.5</b>	<b>Pest Animal Control Program</b>
Type:	Revenue & Expenditure - Funding and Operational/Maintenance Costs
Accountability:	Environmental and Regulatory Services
Budget:	<b>Budget Revenue \$43,244</b> <b>Budget Expenditure \$77,000</b>
Actuals:	\$ - \$ 2,052
Percentage of Completion:	0% 3%
Strategy:	Deliver the Pest Animal Control Program within McKinlay Shire. Facilitate the control of pest animals within the McKinlay Shire. Coordinate baiting programs with qualified staff and Senior Management. Manage the bonus program of dingos as approved by Council.

**Progress Comments:** Revenue received from first biannual rates levy, revenue has been allocated to another GL account. Expenditure is not inline with budget as baiting program will commence in October.

### Program: 3. Stock Routes and Reserves

<b>3.1 Stock Route and Reserve Program</b>					
<b>Type:</b>	<i>Revenue &amp; Expenditure - User/Lease Fees and Operational/Maintenance Costs</i>				
<b>Accountability:</b>	Environmental and Regulatory Services				
<b>Budget:</b>	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"><b>Budget Revenue</b></td> <td style="text-align: right;"><b>\$142,300</b></td> <td style="width: 50%;"><b>Budget Expenditure</b></td> <td style="text-align: right;"><b>\$189,500</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$142,300</b>	<b>Budget Expenditure</b>	<b>\$189,500</b>
<b>Budget Revenue</b>	<b>\$142,300</b>	<b>Budget Expenditure</b>	<b>\$189,500</b>		
<b>Actuals:</b>	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; text-align: right;"><b>\$ 17,619</b></td> <td style="width: 50%; text-align: right;"><b>\$ 30,087</b></td> </tr> </table>	<b>\$ 17,619</b>	<b>\$ 30,087</b>		
<b>\$ 17,619</b>	<b>\$ 30,087</b>				
<b>Percentage of Completion:</b>	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; text-align: center;">12%</td> <td style="width: 50%; text-align: center;">16%</td> </tr> </table>	12%	16%		
12%	16%				
<b>Strategy:</b>	<p>Manage the Stock Routes in McKinlay Shire. Provide land reserve leasing opportunities and agistment on the town common to the community. Maintain stock route network in McKinlay Shire and collect fees for stock route permits on an application basis as per the current Fees and Charges schedule.</p> <p>Deliver reserves program; maintain reserves, complete lease agreements for land reserves with assistance from solicitors and provide agistment to shire residents as per the current Fees and Charges Schedule.</p>				
<b>Progress Comments:</b>	Revenue not inline with budget as trustee lease holders have a 12 month moratorium on the payment of fees, commencing 1 February 2019, due to the leased areas being inundated by flood waters resulting in damages to infrastructure. General maintenance being carried out.				
<b>3.2 Precept Expenses</b>					
<b>Type:</b>	<i>Expenditure - Operational Costs</i>				
<b>Accountability:</b>	Environmental and Regulatory Services				
<b>Budget:</b>	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"><b>Budget Revenue</b></td> <td style="text-align: right;"><b>\$0</b></td> <td style="width: 50%;"><b>Budget Expenditure</b></td> <td style="text-align: right;"><b>\$18,100</b></td> </tr> </table>	<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$18,100</b>
<b>Budget Revenue</b>	<b>\$0</b>	<b>Budget Expenditure</b>	<b>\$18,100</b>		
<b>Actuals:</b>	\$ -				
<b>Percentage of Completion:</b>	0%				
<b>Strategy:</b>	Contribution to the Department of Agriculture, Fisheries and Forestry for weed and pest management.				
<b>Progress Comments:</b>	Have not received invoice yet, likely to be received later in the financial year.				





## **9.0 CHIEF EXECUTIVE OFFICER**

---



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

**Attachments:** Nil

**Author:** Chief Executive Officer

**Date:** 19<sup>th</sup> November 2019

---

**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 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. *to extend the term of the Register of Pre Qualified Suppliers - Plant Hire (Register) for a further 12 months to expire on 31 December 2020; and*
  - c. *to give the opportunity to the existing Pre-Qualified Suppliers to review their current tendered rates and to submit new plant hire rates for the additional 12 month period if they choose to do so.**
2. *to adopt the Tender Consideration Plan as prepared and recommended in this Report; and*
3. *to delegate the authority to the Chief Executive Officer to:
  - a. *appoint new suitably qualified local Suppliers to the Register; and*
  - b. *to update and extend the term of the Register for a further 12 month period; and*
  - c. *to notify the Suppliers of the Council decision to extend the term of the Register until 31 December 2020.**
4. *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 Register and to sign all relevant documentation as necessary or required.*

---

**OFFICER REPORT**

**Introduction**

McKinlay Shire Council invited tenders (Tender Invitation) on 6 October 2018 pursuant to section 232 (3) 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 provision in the Tender Invitation which would allow Council to renew the Register for a further term under the terms of the Tender Invitation.

### **Background**

In March 2018 North and North West Queensland Low and Associated Rainfall and Flooding was activated.

The Council obtained funding from the Queensland Reconstruction Authority through a Disaster Recovery Funding Arrangement (NDRRA) 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 NDRRA is already or will be allocated for the flood damage works (Works) to be undertaken by the Suppliers over the next 12 – 24 months.

Contracts in the order of \$10 million have been awarded to current Suppliers in accordance with the NDRRA, 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 February 2019, North and Far North Queensland Monsoon Trough occurred and 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 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 will occur after the current Register expires in December 2019. The 2019 event on top of the 2018 event has exacerbated the current situation and has expanded the value in works by some \$30 Million.

Since the flooding disaster, a number of new plant hire operators moved to and opened up local businesses to provide plant hire services within the McKinlay Shire but these new plant hire operators are not on the current Register.

Given the scale of the flooding disaster and the amount of Works that will be required to restore and completed to satisfy the DFRA and the fact that Council is satisfied that these new local plant hire operators are suitably qualified to undertake the Works within the necessary time frames, Council intends to appoint, where appropriate to do so, these local plant hire operators as Suppliers on the Register in accordance with this Tender Consideration Plan.



Not only will this ensure that the Works are expedited and completed within the funding periods under the DFRA and before further damage is incurred in the coming wet seasons, the appointment of the new local plant hire operators 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 other 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(3) 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 (1) and (2) 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 the recent flooding disaster 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 Council and the Suppliers to invite tenders for the establishment of a new Register before 31 December 2019.



The Plan will assist Council to appoint the new local plant hire operators 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 the recent flooding disaster within the local government area. This will also reduce the cost to Council as the extension of the Register for a 12 month period 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 operators who apply for appointment as a Supplier on the Register are suitably qualified for appointment as Suppliers to the Register and are able to expedite the Works program to meet DFRA time frames;
- (b) To give the opportunity for these new local plant hire operators 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 that are entered into with the Suppliers on the Register are entered into in accordance with the sound contracting principles and will meet probity and compliance requirements;
- (d) Establish a list of competitive rates for each item of plant which is required by Council to undertake the Works (Benchmark Rates) and which are comparable to plant hire rates offered generally to ensure that the rates offered by the Suppliers are fair, reasonable and competitive;
- (e) Engaging Suppliers at competitive rates to complete the Works to ensure value for money;
- (f) Avoid any delay in the allocation and completion of contracts for the Works program which are funded under the current DFRA; and
- (g) Avoid incurring additional costs to establish a new Register in the current circumstances where the Register was established less than 12 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 complete the Works within the DFRA funding time frames before the coming wet seasons.

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

The objectives will be achieved by:

- 1) requesting that new local plant hire operators submit an application for appointment as a Supplier to the Register which will detail:
  - (a) they are a local business;
  - (b) competitive plant hire rates;
  - (c) evidence of qualifications and experience and
  - (d) include copies of all relevant approval, permits and insurance policies.
- 2) notifying the Suppliers of Council's intention to extend the current Register for a further 12 month period to allow additional time for the current Works program to be completed under the NDFA;



- 3) allowing the current Suppliers on the Register to resubmit plant hire rates starting at a minimum rate based on the Benchmark Rates established by Council for the extended term of the Register if they should choose to do so to ensure that the Suppliers remain viable and competitive in the market while ensuring Council has value for money.
- 4) negotiating a successful extension of the current Register with the Suppliers in accordance with Councils Procurement Policy and clear and transparent processes.
- 5) contracting with known and already approved Suppliers and the new local Suppliers from the Register to undertake the Works.
- 6) contracting with the Suppliers on the basis of the terms set out in the Tender Invitation for plant hire pre-qualified suppliers for the 2019 year subject to any updated plant hire rates which are acceptable to Council at its sole discretion.

### **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 including any updated plant hire rates which are approved by Council;
- (c) Suppliers maintaining insurances and holding all relevant approvals and permits as required for appointment to the Register;
- (d) evidence that all contracts are 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 which have been approved by Council at the commencement of the new term of the current Register.

### **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) Be an added impost on the Suppliers to prepare and submit tenders for the additional 12 months when the preference is to have the Suppliers undertaking the Works;



- (c) Delay completion of the Works and acquittal of funding under the NDFA which would be detrimental to the community rebuilding efforts;
- (d) Delay rectification of Councils infrastructure, roads and assets which will impact on the economic recovery of the businesses and the community of McKinlay Shire;
- (e) 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 same or resubmitted competitive plant hire rates as approved by Council .

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	
2020						

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 which are at the Benchmark Rates or higher depending on the plant with the term of the Register to be extended by a period of 12 months only which would have minimal impact on the market or obtaining competitive rates for Council contracts.



*Financial*

- there is limited additional cost to Council to review any updated rates submitted by the existing Suppliers and to extend the term of the current Register arrangements including the preparation of this Plan and notification to the Suppliers.

*Staff*

- 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.

---

**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 individual contracts for the Works under a LG arrangement e.g. Localbuy

---

**Comments:**

**Consultation:**

Chief Executive Officer

**Legislative:**

Local Government Regulation 2012

**Policy Implications:**

Nil





Ordinary Meeting of Council Tuesday 19<sup>th</sup> November 2019

**Financial and Resource Implications:**

Nil

**InfoXpert Document ID:**

108662



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

---

## Workplace Health, Safety and Risk Report

<b>DATE;</b> <i>6 November 2019</i>	<input checked="" type="checkbox"/> Monthly	<input type="checkbox"/> Quarterly	<input type="checkbox"/> Yearly	<input type="checkbox"/> Two Yearly
<b>October 2019</b>				
<b>Objectives of WH&amp;S Management System Plan 2019-2021</b>				
<ol style="list-style-type: none"> <li>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>Contribute to a Management framework that allows all work areas to manage WH&amp;S in a preventative way;</li> <li>Ensure that WH&amp;S is an integral part of effective business practice; and</li> <li>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>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.</li> </ul> </li> <li>Risk Management</li> <li>Fit for work</li> <li>Plant Risk Management</li> </ul> </li> </ol>				
<b>New Projects -</b>				
<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 &amp; 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>				
<b>Quarterly KPI's</b>	<b>Measurement / Score</b>	<b>Detail / Information</b>		
80% of completed items indicated in QAP's	75%	Figure is ongoing.		
20% of carry over items indicated in QAP's	Added to RAP	See QAP's, Per Quarter and accumulative tally		
<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%	
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

## 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%
October	70%	79%	79%

### Key Performance Indicators

As per 'Schedule, Hazard Management Inspection Register', and MSC WHS Safety Management System Plan 2019-2021 Including Quarterly 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%	0	0	0	0	195	11	8			
Apr-Jun 19	12	12	10	83%	80%	2	17%	0	0	0	0	397	37	4			
Jul-Sep 19	12	12	11	92%	80%	1	8%	0	0	0	292	493	19	18			
Oct-Dec 19	12	12	7	58%	80%							91	5				14
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>51</b>	<b>75%</b>	<b>80%</b>	<b>82</b>	<b>21%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1248</b>	<b>73</b>	<b>34</b>	<b>0</b>		

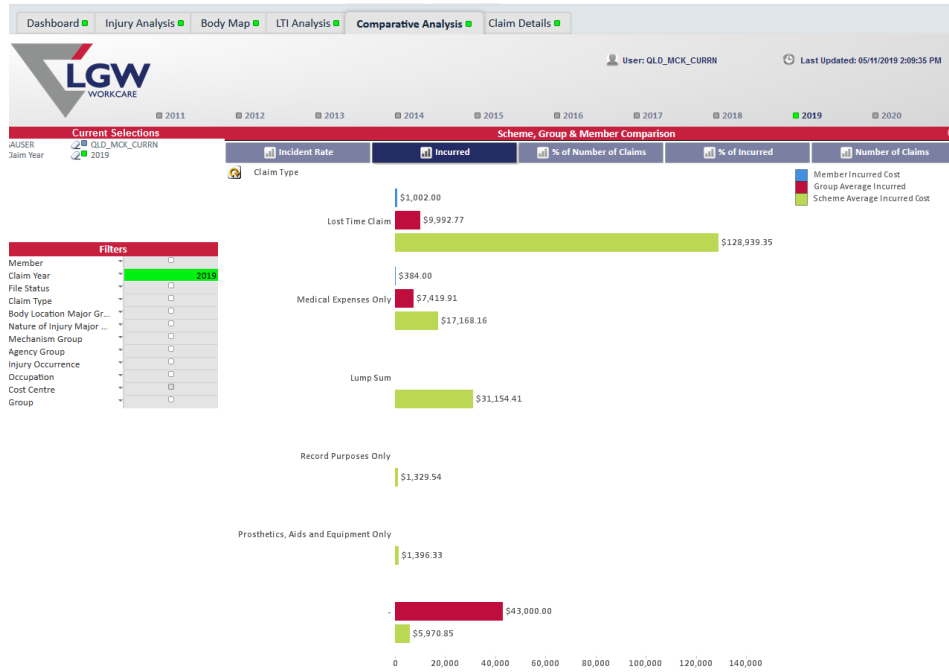
OUTSTANDING ACTIONS	Extreme Risk	High Risk	Moderate Risk	Low Risk	Details / Comments
Total 152	1	24	89	38	At 06/11/2019

*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

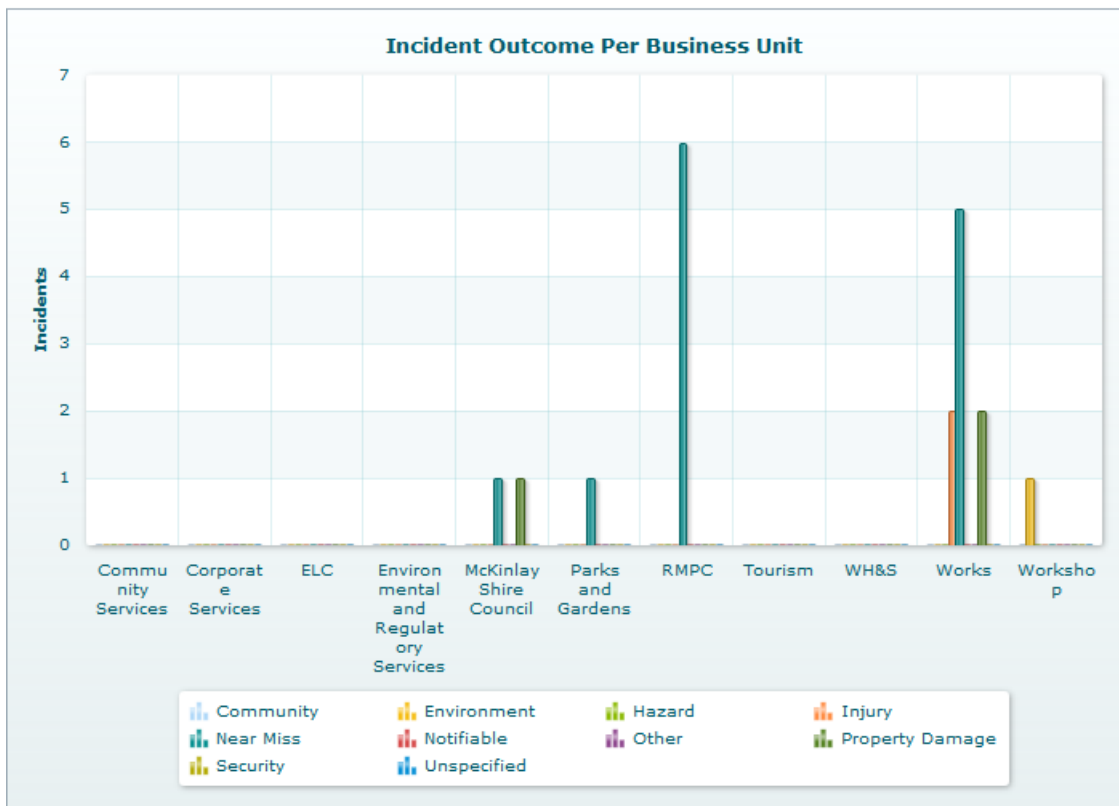
As at 6 November 2019;



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

## Incidents and Events

Incidents for MSC - 2019 YTD by Business Unit



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		Incl RRTW Days	Incl RRTW Hrs (7.6)
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	1									1					
Nov-19	0														
Dec-19	0														
<b>Total 2019</b>	<b>18</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>11</b>	<b>0</b>	<b>0</b>

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



## 11. MEMBERS BUSINESS

## 12. CLOSE