

Ordinary Meeting Agenda

PUBLIC

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

Tuesday 10th December 2019, 9:00am

Notice is hereby given that an Ordinary Meeting will be held at the Council Chambers,
Civic Centre, Julia Creek on 10th December 2019 at 9:00am.

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1. OPENING BUSINESS

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

2. ATTENDANCE

Mayor: Cr. B Murphy

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

Staff:

Chief Executive Officer, Mr. Des Niesler

Director of Corporate and Community Services, Ms. Tenneil Cody

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

Executive Assistant, Ms. Maggie Rudolph

Other people in attendance:

Apologies:

3. DECLARATION OF CONFLICT OF INTEREST

4. CONFIRMATION OF MINUTES

That the Minutes of the November Ordinary Meeting on 19th November 2019 be confirmed.



MCKINLAY SHIRE COUNCIL

UNCONFIRMED MINUTES

OF THE

ORDINARY MEETING OF COUNCIL

HELD AT THE

BOARDROOM, CIVIC CENTRE
JULIA CREEK

19th November 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 Council Accommodation Expenditure
- 5.3 Julia Creek Aerodrome Pavement Upgrade
- 5.4 CONFIDENTIAL – Julia Creek Community Precinct Fit Out

6. ENVIRONMENTAL & REGULATORY SERVICES REPORT

- 6.1 Environmental & Regulatory Services Monthly Report
- 6.2 Drinking Water Quality Policy
- 6.3 Trade Waste Policy
- 6.4 Hickman Street Pump Station
- 6.5 Changes to Supply of 1080 in QLD

7. COMMUNITY SERVICES REPORT

- 7.1 Community Services Monthly Report
- 7.2 Donation Request – Kids of the Creek
- 7.3 RADF Quick Response November
- 7.4 SOTA Hire Fee Waiver

8. CORPORATE SERVICES REPORT

- 8.1 Corporate Services Monthly Report
- 8.2 Expenses and Reimbursement Policy
- 8.3 First Quarter Review

9. CHIEF EXECUTIVE OFFICERS REPORT

- 9.1 Tender Consideration Plan

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, Deputy Mayor Neil Walker declared the meeting open at 9:10am.

2. ATTENDANCE ▲

Deputy Mayor: Cr. N Walker

Members: Cr. S Royes, Cr. Janene Fegan, Cr. P Curr (via Teleconference)

Staff:

Chief Executive Officer, Mr. Des Niesler

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

Community Services Team Leader, Mr. John Van Der Meer

Executive Assistant, Ms. Maggie Rudolph

Other people in attendance:

Nil

Apologies:

Mayor: Cr. B Murphy

Director of Corporate & Community Services, Ms. Tenneil Cody

PROCEDURAL MOTION

Cr. Belinda Murphy requests the acceptance of a leave of absence from the November 19th Ordinary Meeting of Council.

Resolution No. 104/1920

Cr. Belinda Murphy is granted a leave of absence from the November 19th Ordinary Meeting of Council.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 4/0

3. DECLARATION OF CONFLICT OF INTEREST ▲

4. CONFIRMATION OF MINUTES ▲

Confirmation of Minutes of the Ordinary Meeting of Council held on 21st October 2019.

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 21st October 2019 be confirmed.

Resolution No. 105/1920

The Minutes of the Ordinary Meeting of Council held on 21st October 2019 are confirmed, after removing the "confidential" in the 5.2 item title.

Moved Cr. S Royes

Seconded Cr. P Curr

CARRIED 4/0

Confirmation of Minutes of the Special Meeting of Council held on 12th November 2019.

RECOMMENDATION

That the Minutes of the Special Meeting of Council held on 12th November 2019 be confirmed.

Resolution No. 106/1920

The Minutes of the Special Meeting of Council held on 12th November 2019 are confirmed.

Moved Cr. P Curr

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 October 2019.

RECOMMENDATION

That Council receives the October 2019 Engineering Works Report.

Resolution No. 107/1920

Council receives the October 2019 Engineering Works Report.

Moved Cr. P Curr

Seconded Cr. J Fegan

CARRIED 4/0

5.2 New Council Accommodation Expenditure

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**

Resolution No. 108/1920

Council resolve to hold over any discussion or decision to the 10th December Ordinary Council Meeting.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 4/0

Adjournment – Cr. N Walker adjourned the Ordinary Meeting of Council at 10:05am.

Adjournment – Cr. N Walker recommenced the Ordinary Meeting of Council at 10:25am.

Attendance – Cr. S Royes left the meeting room at 10:29am.

Attendance – Cr. S Royes re-entered the meeting room at 10:30am.

5.3 Julia Creek Aerodrome Contract No: MSC2017.01.Pavement Upgrade

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.

Resolution No. 109/1920

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

And that the Final Completion Certificate be held from the Contractor until;

1. Council's Legal team engaged to address this issues advises that the certificate can be released and;
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.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 4/0

5.4 CONFIDENTIAL – Julia Creek Community Precinct Fit Out

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*.

PROCEDURAL MOTION

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

Resolution No. 110/1920

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

Moved Cr. S Royes

Seconded Cr. P Curr

CARRIED 4/0

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.

PROCEDURAL MOTION**Resolution No. 111/1920**

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

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 4/0

Resolution No. 112/1920

Council resolve to hold over any discussion or decision to the 10th December Ordinary Council Meeting.

Moved Cr. S Royes

Seconded Cr. J Fegan

CARRIED 4/0

6. ENVIRONMENTAL AND REGULATORY SERVICES ▲**6.1 Environmental and Regulatory Services Report**

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

RECOMMENDATION

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

Resolution No. 113/1920

Council receives the October 2019 Environmental and Regulatory Services Report.

Moved Cr. S Royes

Seconded Cr. J Fegan

CARRIED 4/0

Attendance – Cr. S Royes left the meeting room at 11:17am.

Attendance – Cr. P Curr left the teleconference at 11:18am.

Attendance – Cr. S Royes re-entered the meeting room at 11:19am.

6.2 McKinlay Shire Council – Drinking Water Quality Policy

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 Council adopt the McKinlay Shire Council – Drinking Water Quality Policy 2019.

Resolution No. 114/1920

Council adopts the McKinlay Shire Council – Drinking Water Quality Policy 2019.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 3/0

6.3 McKinlay Shire Council – Trade Waste Policy

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, issues corrective instructions, apply non-conformance procedures and undertake actions to protect the council's Sewer Network, Pump Stations, Treatment Works and processes.

RECOMMENDATION

That Council adopts the McKinlay Shire Council – Trade Waste Policy 2019.

Resolution No. 115/1920

Council adopts the McKinlay Shire Council – Trade Waste Policy 2019.

Moved Cr. S Royes

Seconded Cr. J Fegan

CARRIED 3/0

6.4 McKinlay Shire Council – Hickman St Pump Station – Operational & Asset Management Plan

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

Resolution No. 116/1920

Council assesses the attached proposal and plans for future works at the Hickman St Pump Station.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 3/0

Attendance – CEO, Des Niesler left the meeting room at 11:34am.

Attendance – CEO, Des Niesler re-entered the meeting room at 11:35am.

6.5 Changes to the Supply of 1080 (sodium fluoroacetate)

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

Resolution No. 117/1920

Council resolve to leave current 1080 baiting programs as is and continue to source 1080 concentrate, from applicable sources.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 3/0

Attendance – Executive Assistant, Maggie Rudolph left and re-entered the meeting 11:41am.

Attendance – Community Services Team Leader, John Van Der Meer entered the meeting room at 11:43am.

Attendance – Director of Engineering, Environment and Regulatory Services, David McKinley left the meeting room at 11:45am.

Attendance – CEO, Des Niesler left and re-entered the meeting room at 11:59am.

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 October 2019.

RECOMMENDATION

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

Resolution No. 118/1920

Council receives the Community Services monthly report for October 2019.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 3/0

7.2 Donation Request – Kids of the Creek

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 for Kids of the Creek.

Resolution No. 119/1920

Council approves a donation of \$908.38 for Kids of the Creek.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 3/0

7.3 Regional Arts Development Fund – Quick Response

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.

Resolution No. 120/1920

Council ratify the recommendations made by the Regional Arts Development Fund Committee:

- McKinlay Shire Council: Crack Up Sister Workshops \$2,000.

Moved Cr. S Royes

Seconded Cr. J Fegan

CARRIED 3/0

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

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.

Resolution No. 121/1920

Council declines the request to waiver the fees.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 3/0

Attendance – Community Services Team Leader, John Van Der Meer left the meeting room at 12:08pm.

Attendance – Cr. S Royes left and re-entered the meeting room at 12:18pm.

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

The Corporate Services Report as of 31st October 2019, which summarizes the financial performance and position is presented to Council.

RECOMMENDATION

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

Resolution No. 122/1920

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

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 3/0

8.2 Expenses and Reimbursement Policy

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.

Resolution No. 123/1920

Council adopts the Expenses and Reimbursement Policy Version 3.0.

Moved Cr. S Royes

Seconded Cr. J Fegan

CARRIED 3/0

8.3 First Quarter Review of the 2019-2020 Operational Plan

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.

Resolution No. 124/1920

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

Moved Cr. S Royes

Seconded Cr. J Fegan

CARRIED 3/0

Adjournment – Cr. N Walker adjourned the Ordinary Meeting of Council at 1:00pm.

Adjournment – Cr. N Walker recommenced the Ordinary Meeting of Council at 1:10pm.

9. CHIEF EXECUTIVE OFFICER ▲**9.1 Tender Consideration Plan – Plant Hire**

The proposed Tender Consideration Plan for the update and extension of the current Register of Pre-Qualified Suppliers – Plan 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.

Resolution No. 125/1920

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.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 3/0

9.2 LATE – Donation of Dongas**RECOMMENDATION**

That Council donate the ownership of three dongas, located in the sand yard depot to QFS for training purposes, in accordance with *Section 236 1(b)(i)* of the *Local Government Regulation 2012*.

Resolution No. 126/1920

Council donate the ownership of three dongas, located in the sand yard depot to QFS for training purposes, in accordance with *Section 236 1(b)(i)* of the *Local Government Regulation 2012*.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 3/0

10. WORKPLACE HEALTH AND SAFETY ▲**10.1 Workplace Health and Safety Monthly Report**

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

11. MEMBERS BUSINESS ▲

Cr. J. Fegan - Visitor Information Centre won gold at State Tourism Awards, make us finalists for National Awards in March 2020
 - general regional discussions with Premier on 18 November
 - her and Mayor presented at the Art of Attraction Summit focused on Grey nomads & Street Art Awards – their presentation was well received

Cr. S. Royes - Mental Health Disaster Recovery Team has presented Birdy's Tree books for the kids of the shire, locations where books can be found; Council, Library, ELC
 - Robyn Smith and Denise Price of the Mental Health Disaster Recovery Team also promoted mental health awareness at the Beach Races

Cr. N. Walker - New Government Pest Strategy 2018-2023 has been released
 - Biosecurity Plan for Shire is ongoing
 - National Drought Strategy has released funding, but no further details
 - Attended MITEZ in Townsville 29 October, where Mayor Belinda Murphy was recognised for her contribution to Tourism across the MITEZ Region

12. CLOSURE OF MEETING ▲

The Chair of the meeting Deputy Mayor Neil Walker declared the meeting closed at 1:45pm.

4.2 BUSINESS ARISING OUT OF MINUTES FROM PREVIOUS MEETING



5.0 ENGINEERING SERVICES



Ordinary Meeting of Council Tuesday, 10th December 2019

5.1 Subject: Engineering Services Monthly Report November 2019
Attachments: Nil
Author: Director Engineering and Environmental & Regulatory Services
Date: 29th November 2019

Executive Summary:

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

Recommendation:

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

Background:

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

Engineering Operations

RMPC

Pothole patching and sign replacement on all four roads. Whipper snipping and poisoning around culvert cleaning works. Heavy shoulder grading on Kynuna and Burke & Wills Roads. Light shoulder grading has been completed on Kynuna and Burke & Wills Roads.

	Actual	Budget
1610 RMPC Works	\$591,399	\$1,420,878

Cannington Road

Cleaning of culverts, floodways has begun for wet season. Pot hole patching and removal of dead animals.

	Actual	Budget
1630 Cannington Road Works	\$53,883	\$580,000

Maintenance

Cleaning of gully pits is taking place around town. Guide posts have been replaced on shire roads. Maintenance grade on Shire Roads is business as usual.

	Actual	Budget
1100 Repairs & Maintenance Shire Roads	\$989,550	\$1,230,000



Ordinary Meeting of Council Tuesday, 10th December 2019

Water and Sewage

- Julia Creek sewerage treatment plant business as usual, Staff implementing maintenance regime;
- New septic tank shortly going to be installed at the McKinlay park;
- Hot & Cold water services to be plumbed into the new Council Staff depot accommodation McKinlay;
- Stand pipe to be relocated from where it is at the McKinlay water treatment plant to within close proximity of SES shed over the coming weeks;
- Trenching works to be carried out over the coming weeks from the water main out side of the Kynuna Police Station to the new nearby amenity block location at the park, this will be followed by the park furniture, sinks and BBQ and
- Telemetry for the Kynuna water treatment plant will be installed a little before Christmas 2019.

	Actual	Budget
1800 Operational Costs – Julia Creek Water	\$68,416	\$190,000

	Actual	Budget
1810 Operational Costs – McKinlay Water	\$6,115	\$15,000

	Actual	Budget
1820 Operational Costs – Kynuna Water	\$18,039	\$35,000

	Actual	Budget
1830 Operational costs – Nelia Water	\$1,685	\$8,000

	Actual	Budget
1900 Operational Costs – Julia Creek Sewerage	\$43,712	\$170,000



Ordinary Meeting of Council Tuesday, 10th December 2019

Work shop

- Rubbish truck repairs; Hydraulic and PTA pump has been over hauled.
- Waiting for sensors and electrical parts to turn up. Hoping to have truck back in service in approximately 10 days.

		Actual	Budget
1510	Repairs and Maintenance - Plant & Vehicles	\$560,545	\$1,195,000

Parks and Garden

- Tree`s have been planted at the Free Camp area.
- Dead tree`s and rubbish have been cleared away from Free Camp area.
- Have serviced all 3 pits at the Wash bay.
- Organized for an electrician to fix lights at wash bay.
- Chainsaw training happening on 26th November.
- Organized a funeral.
- General maintenance of mowing and whipper snipping around town.

		Actual	Budget
2700	Parks & Gardens and Amenities – Operations	\$357,573	\$655,000

Airport

The Airport is operational with no issues identified

		Actual	Budget
1300	Airport Operational Costs	\$77,325	\$125,000



Ordinary Meeting of Council Tuesday, 10th December 2019

2018 Shire Road Flood Damage

Two Contract crews were working fulltime on the Program.

Additional Council crew supplementing when required.

Financial Position		
Revised Approval (Estimated)	\$11,866,836.32	Overlaps Removed
Expenditure to Date (Actual)	\$8,610,854.32	73%
Operational Position		
Overall	90% 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	Byrimine Road	Nelia Yorkshire (in process)
Nelia – Punchbowl Road	Ivellen Road		Julia Creek - Yorkshire
Bezuma Road	Leilavale Road		Kelloshiel
Trenton Woodstock	Toolebuc Road		
Malpas Trenton	Strathfield Road		
Bunda Maxwelton	McKinlay - Nulgara		
Nelia – Bunda	Arizona – Braeside		

2018 Event Highlights

Program at 90% Completion

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	Lodged
5	South West - Unsealed	Lodged
6	Sealed Roads	Lodged
7	Betterment	Approved – Waiting Letter



Ordinary Meeting of Council Tuesday, 10th December 2019

- Emergent Works Claim finalised
- Works commenced on Taldora Road
- Remaining Submissions uploaded in MARS
- Gilliat McKinlay Betterment Submitted
- Council to liaise with landowners to obtain local fill materials for bulk fill operations

Projects

Sewerage Treatment Plant – Stage 2

The project is still under commissioning conditions with a number of required works and adjustments having been identified – the replacement of the filter sand and adjustment of the UV and disinfection units and a desludging of the Imhoff Tank to improve the plants performance.

Bath House Landscaping

The Contractor has forwarded the Building Certifier on to us and we have been working with them to obtain and approved DA for the works. The new Contract has been completed and copies will be available for the (Authorized Persons) signatures before the projects construction starts.

Bush Kitchen

The container arrived a day early than expected, quotations for the services and utilities are being sourced. Issues with the reduction of the servery bench size from what was specified have been noted and we are awaiting a response from the supplier.

D&D Shed

The Painter has completed his section of project; the electrician has to complete the AC installations, lights, power and data. The range hood has been installed; the display fridge's are onsite, fencing and the disable access ramp are still to be installed.

Kynuna Water

The new telemetry is still waiting to be installed. The generator has been exchange for a smaller one that is more compatible with the electrical loadings.

Kynuna Park

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



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Julia Creek Dog Park

Parks and Gardens has undertaken landscaping around the shade structure, the installation of the drinking fountain has been completed.

Consultation: (internal/External)

Finance Manager, Works Staff

Legal Implications:

Nil

Policy Implications:

Nil.

Financial and Resource Implications:

As provided in the report.

InfoXpert Document ID:

109027



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5.2 Subject: Additional R2R funding allocation 2019/20
Attachments: Storm Gully trap Examples November 2019 (*InfoXpert Doc ID: 109026*)
Reseal Works Proposal 2019 R2R (*InfoXpert Doc ID: 109024*)
Author: Director Engineering and Environmental & Regulatory Services
Date: 2nd December 2019

Executive Summary:

Recently, Council was approached and advised by Federal funding body Roads to Recovery (R2R) that the allocations for 2019/20 & 2020/21 have been increased from \$700,484 to \$1,050,726.00.

Engineering Services will present 3 Road project options (with recommendations) within Julia Creek Town Site, for Elected Members to select from. See ***Options for Council to Consider***.

Given the recent injection of flood damage and betterment monies to Shire Roads, this report considers Julia Creek Town Site infrastructure.

Recommendation:

That Council endorse option 3

Background:

Option 1.

It is estimated that the Julia Creek storm water drainage pit/drop structures and associated grated/kerb side entries are about 60 years old. The pits/drop structure although aged, are functional and are not in need of replacement. Some need grouting and a general tidy up and overall are for want of a better word, ok.

The area of concern is the associated inlet grate/kerb side entries, as is clear in the attached photos, the inlet grate/kerb side entries have reached the end of useful life as an asset.

The asset in question if left, would potentially increase the risk of nuisance to pedestrians, commuters and during flood events (as the inlet grate/kerb side entries progress in age) to neighbouring properties.

Replacement or refurbishment of the existing inlet grate/kerb side entries will go along way to extending the life and functionality of the existing storm water gully/drop structures and in doing so reducing the over all risk to the community.



Option 2.

Reseal of Streets within the Julia Creek Town Site. The proposed Streets are Shaw Street (this will include the RV access Road and the stabilisation of 3 flood ways) Coyne Street and Byrne Street. See attached Option 2 Julia Creek proposed reseal December 2019.

In general, the pavements are in very good condition, the seal in places has over time in various locations separated from the kerb, possibly due to prolonged inundation of roadside sprinkler water saturation or age. This will attract the use of stabilisation and Council preparation works.

On sections; the previous 2 coat seal application in places appears recent and in others aged. Option 2 could be means of reducing the need for further seal works for a further 8 – 10 years bringing it in line with recent Julia Street, Burke Street Lane and this year's proposed Burke Street sealing works.

Option 3.

Undertake Option 1 – 2019/20 & Option 2 – 2020/21

Consultation:

Nil

Legal Implications:

Nil

Policy Implications:

Nil

Financial and Resource Implications:

Option 1.

It is estimated that to replace or refurbish existing inlet grate/kerb side entries for Julia Creek would be:

- | | |
|---|---------------|
| • Purchase per unit (inlet grate/kerb side entries) from supplier | \$ 1,000.00 |
| • Tie-in kerbing works per unit | \$ 1,500.00 |
| • Site preparation works per unit | \$ 1,500.00 |
| • Traffic management | \$ 50,000.00 |
| • Contingency 15% | \$ 43,500.00 |
| • Estimated total (60 units) | \$ 333,500.00 |

Option 2.



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- The sealing works combined from a m² cost vantage point \$322,350.00 and
- What is not included in this costing is contingency or buffer 30k.

Option 3.

- Would allow for expenditure of both R2R surpluses 2019/20 (\$350,242.00) & 2020/21 (\$350,242.00).

Risk Management:

Option 1.

The assets if renewed have a usable life of 60 – 80 years, if left as is, Council faces the prospect of having to replace on mass 70 % of the inlet grate/kerb side entries in Julia Creek Town Site over the coming 5 – 10 or 15 Years.

Options for Council to Consider:

1. There is within the periphery of Julia Creek Town Site 60 – 70 storm water gully traps fed by inlet grate/kerb side entries. The general condition of the storm water gully traps is believed to be reasonable and the assets are functional. It is the aging lintels, inlet grate/kerb side entries that are at the end of useful life (see attached photos).
It is proposed by Engineering Services that Council use the \$350,242.00 R2R monies to replace or refurbish (50 units approx.) storm water gully trap grates/side entry lintels in Julia Creek Town Site (See also photo of Sunset Road storm water gully trap grated/side entry lintels and IPWEA standard drawing).
2. Reseal the following Roads within the Julia Creek Town Site periphery, please view the attached option 2 plan with legend dimensions.
 - Shaw Street;
 - Byrne Street and
 - Coyne Street.
3. Undertake Option 1 – 2019/20 & Option 2 – 2020/21

InfoXpert Document ID:

109028

Julia Creek stormwater grated and side entry pits



Julia Creek stormwater grated and side entry pits



Julia Creek stormwater grated and side entry pits

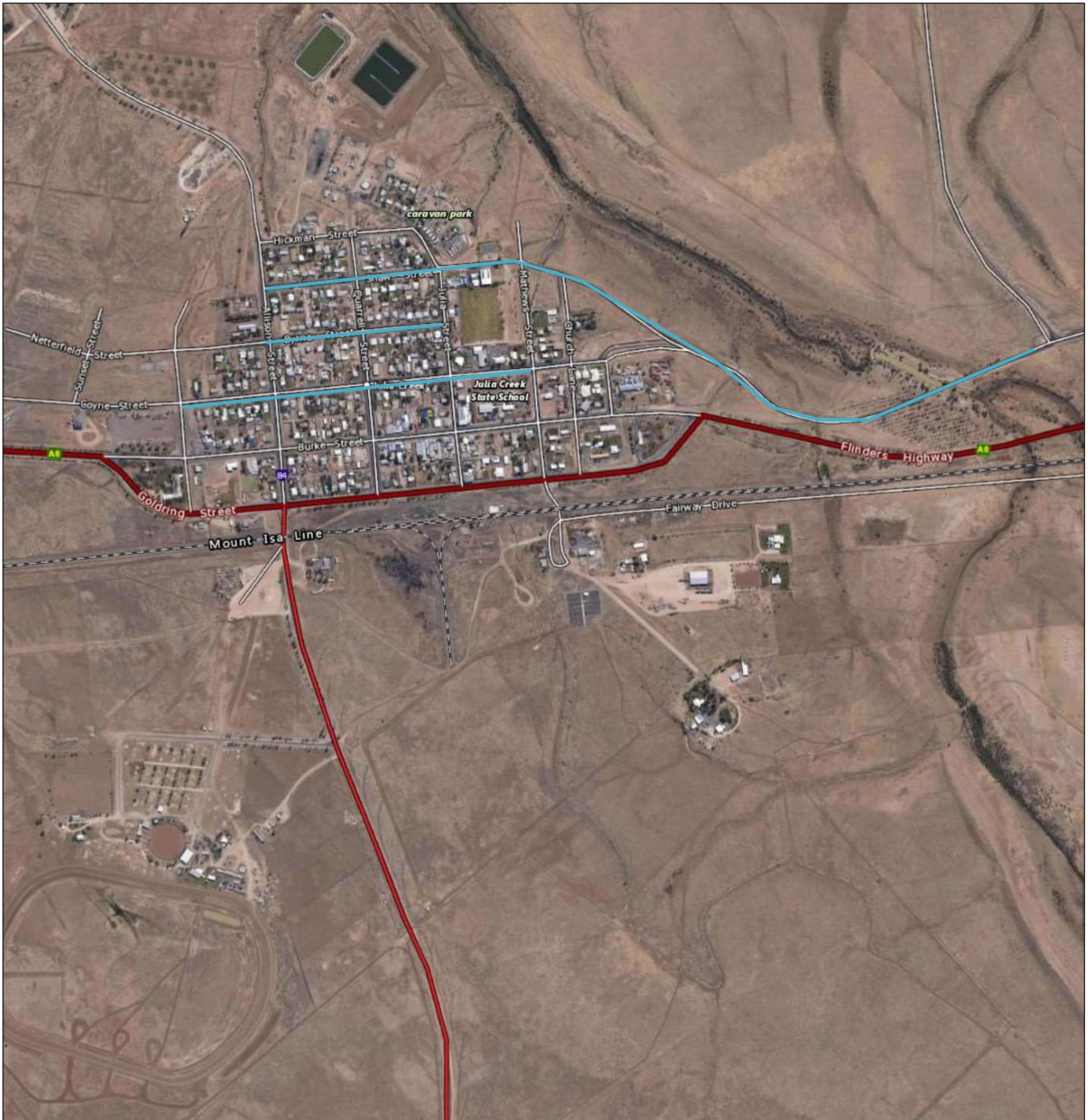


Engineering Services suggest standardising all the Julia Creek Town Site inlet grate/kerb side entries to look similar or like the example above from Sunset Road

Option 2 Julia Creek proposed reseal December 2019

20°38'51"S 141°44'6"E

20°38'51"S 141°45'38"E

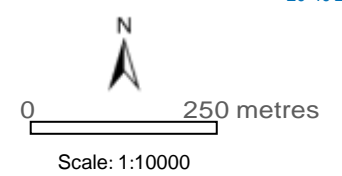


20°40'20"S 141°44'6"E

20°40'20"S 141°45'38"E



Legend located on next page



- Proposed reseal alignment Julia Creek
- Shaw Street, 400m x 13m + 1,600 x 6m = 14,800m² + (900m² flood way stabilisation)
 - Byrne Street, 500m x 13m = 6,500m² and
 - Coyne Street 850m x 13m = 11,050m²



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CONFIDENTIAL

5.3 Subject: Julia Creek Community precinct fit out project scope containerized fridge works
Attachments: Spreadsheet costings (*InfoXpert Doc ID: 109029*)
Author: Director Engineering and Environmental & Regulatory Services
Date: 2nd December 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 120k

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 120k

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

Legal Implications:

Nil



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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:

109030

Dirt n Dust				
Budget Exc Gst	Incl	GST	EX GST	
\$ 400,000.00	\$ 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	\$	\$	\$	Fully Wired awaiting

floor		12,576.00	1,143.27	11,432.73	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	
Remaining				
		\$ 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



CONFIDENTIAL

5.4 Subject: New Council Accommodation expenditure
Attachments: Nil
Author: Director Engineering and Environmental Regulatory Services
Date: 2nd December 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 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.



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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;
- 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.



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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.

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:

109031



5.5 LATE – Artesian Bath House Maintenance Issues

A late report is being prepared regarding the above item. Please see the tabled documents provided at the Ordinary Meeting of Council on Tuesday 10th December, if not already received by email.



6.0 ENVIRONMENTAL & REGULATORY SERVICES



Ordinary Meeting of Council Tuesday, 10th December 2019

6.1 Subject: Environmental and Regulatory Services Report – November 2019
Attachments: Nil
Author: Environmental & Regulatory Services Team Leader
Date: 27th November 2019

Executive Summary:

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

Recommendation:

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

Background:

This report outlines the general activities of the department for the month of November 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, Asset Maintenance Officer, Water and Sewerage Officer, Ranger and Finance Officer.

Legal Implications:

Nil

Policy Implications:

Nil

Financial and Resource Implications:

As provided in the report.

InfoXpert Document ID:

109004



1 – Refuse Collection and Disposal

1.1 - Budget

		Actual	Budget
ENVIRO1.1	3100 - Refuse Collection Revenue	\$41,926	\$82,376

		Actual	Budget
ENVIRO1.2	3100 - Kerbside Rubbish Collection	\$13,997	\$41,000

		Actual	Budget
ENVIRO1.3	3110 - Refuse Disposal Revenue	\$21,130	\$41,678

		Actual	Budget
ENVIRO1.4	3110 - Refuse Disposal Operational Costs	\$58,310	\$85,000

1.2 - Report

Julia Creek Waste Facility

The facility continued to be pushed during the month.

Council had a request from a community member wishing to remove and dump potential asbestos by themselves and were informed that they were to utilise a licenced contractor due to the volume of potential asbestos that was to be dumped.

Two (2) written warnings were issued for the dumping of rubbish in the incorrect area.

The Department of Environment & Science (DES) is undertaking landfill inspections at all waste facilities on Wednesday 27th and Thursday the 28th November 2019. The objectives and scope of the inspection include;

- Identifying and understanding the changes you have made to, or propose to make to, the operations of your activity in order to comply with the requirements of the WRR Act;
- Assessing your compliance with the relevant provisions of the WRR Act; and
- Assessing your compliance with the conditions of environmental authority EPPR00197313 and the relevant provisions of the EP Act and subordinate legislation.

2 – Environmental Health Services

2.1 – Budget

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

		Actual	Budget
ENVIRO2.2	3000 - Environmental Health Services	\$42,237	\$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 November did not show any signs of E.coli in all four townships.

The DWQMP Annual Report and Performance Report were submitted to the regulator 26th November 2019. A copy of the reports is available to view on Council's website.

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.

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	\$1,014	\$1,000
ENVIRO3.3	3210 - Animal Boarding	\$1,648	\$2,500
ENVIRO3.4	3210 - Local Law Administration	\$50,013	\$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) dog euthanized due to ill health
Verbal/Written/Official warning	Three (3) Dog wandering at large One (1) Failure to pay dog registration One (1) Dog Barking



Complaints	Nil
Dog Boarding	Two (2) Dogs
Removal of Dead Animals	One (1)
Trapping Locations & Results	Dog trap placed at a residence in Byrne Street

All infringement notices that have been sent out have been collected except for one (1) which is being investigated. Only two (2) infringement notices have been paid to date with five (5) still outstanding.

The Local Laws Officer is investigating two animal attacks that occurred during the month which resulted in the death of a kitten and a number of chickens at residences in the township.

4 – Noxious Weeds and Pest Control

4.1 – Budget

		Actual	Budget
ENVIRO4.1	3220 - Pest Plant & Animal Control Funding	\$0	\$0

		Actual	Budget
ENVIRO4.2	3220 - Truck Washdown Bay Revenue	\$8,495	\$20,000

		Actual	Budget
ENVIRO4.3	3220 - Dingo Baits (Revenue)	\$589	\$1,200

		Actual	Budget
ENVIRO4.4	3220 - Feral Pig Baits (Revenue)	\$0	\$0

		Actual	Budget
ENVIRO4.5	3220 - Pest Animal Rural Land Owners Fees	\$0	\$43,244

		Actual	Budget
ENVIRO4.5	3220 - Pest Plant Control Program	\$18,798	\$195,000

		Actual	Budget
ENVIRO4.6	3230 - Pest Animal Control Program	\$33,422	\$77,000

4.2 – Report

Pest Control

Fogging occurred at four (4) properties during the month



Feral Animal Control

There were no dingo scalps presented in November.

There were 200 Factory Baits issued in November.

Ranger attended Pest Task Force Meeting in Richmond.

5 – Livestock Operations

5.1 – Budget

		Actual	Budget
ENVIRO5.1	3235 - Livestock Weighing Revenue	\$39,506	\$56,000
ENVIRO5.2	3235 - Livestock Cattle Train Loading Revenue	\$29,184	\$20,000
ENVIRO5.3	3235 - Livestock Operational Costs	\$36,359	\$68,000

5.2 - Report

Julia Creek Livestock Facility

There were 3,534 cattle weighed at the facility during November.

The following works were undertaken around the facility during November;

- Renewed gates leading to loading ramp
- Renewed a couple cattle rails

Livestock Weighing Month and Year Totals

MONTH	2013	2014	2015	2016	2017	2018	2019
JANUARY	0	359	0	0	0	183	0
FEBRUARY	1740	1322	1872	525	467	3241	0
MARCH	676	617	3446	1497	1333	388	0
APRIL	1584	406	5315	951	2487	2217	1034
MAY	3829	1891	8107	615	2062	3065	1768
JUNE	3976	2,109	3,442	1456	1522	742	894
JULY	1,774	0	2,170	2809	2003	1143	TBA
AUGUST	0	374	1183	2582	2311	6291	3023
SEPTEMBER	338	3274	488	2665	1478	765	1280
OCTOBER	1153	790	1252	4613	1127	4708	5492
NOVEMBER	357	508	36	1011	2673	4788	3534



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DECEMBER	0	240	0	234	340		
TOTAL FOR YEAR	15,427	11,890	27,311	18,958	17,803	27,531	17,025

Livestock Operations (Cattle Loading)

A total of 1,668 head of cattle loaded during November with a total of six (6) 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	1668
DECEMBER	0	0	0	144	0	0	
TOTAL FOR YEAR	45572	38826	32711	22344	18772	11371	17833

6 – Stock Routes and Reserves

6.1 – Budget

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

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

		Actual	Budget
ENVIRO6.4	3300 - Trustee Lease Fees	\$2,992	\$70,700

		Actual	Budget
ENVIRO6.5	3300 - Reserves Agistment Fees	\$6,810	\$15,000



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

		Actual	Budget
ENVIRO6.7	3300 - Stock Route Maintenance	\$48,439	\$158,000

		Actual	Budget
ENVIRO6.8	3300 - Reserves Expenses	\$4,031	\$31,500

6.2 - Report

Stock Routes

DNRME Capital Works – Blanches Gully scheduled to be cleaned out from the 30th November 2019.

Reserves

McKinlay Reserve Water Upgrade – Poly line has been completed, tanks to arrive on the 6th December 2019

Kynuna Reserve River Paddock Capital Works – Creek crossing were cleared. Fencing will commence on the 28th November 2019.

Town Common – Common was mustered during the month with some cattle sold. Remaining cattle were needed for 'Botulism'.

Oorindi Bore – New submersible pump installed

6.3 - Cemeteries

6.3.1 – Budget

		Actual	Budget
ENVIRO6.9	3400 - Cemeteries	\$4,323	\$17,000

6.3.2 - Report

There was one (1) funeral during the month.

7 – Work Program (Workcamp)

7.1 - Budget

		Actual	Budget
ENVIRO7.1	3600 - Work Program	\$20,992	\$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

Activity	Details
Mowing of various NFP yards in Julia Creek	Mowing conducted frequently
Mowing of all local churches	Mowing conducted frequently
Mowing/Whipper snipping around Airport Area	Mowing conducted when required
Whipper snipping and various maintenance of McIntyre Park Area including painting of various equipment and cleaning areas	Works conducted when required
Mowing/Whipper Snipping around Sale Yards	Mowing conducted when 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.
Mowing around Kynuna Rodeo Grounds	Mowing conducted when required
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
Trim trees and paint at Swimming Pool	Completed
Assistance with the Beach Races	Completed
Assistance with laying water pipe at McKinlay	Completed
Seven (7) prisoners attended Chainsaw Course	Completed



8 – Housing, FRB and Community Centre

8.1 – Budget

		Actual	Budget
ENVIRO9.1	3810 - Council Property / Staff Housing Program Rev	\$46,298	\$75,000

		Actual	Budget
ENVIRO9.3	3810 - Council Property / Staff Housing Program Exp	\$93,014	\$150,000

8.2 - Report

Council Property / Staff Housing

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

Activity	Number
Properties Available for use	4 Amberley Drive Unit B, 4 Shaw Street 5 Coyne Street
New Tenancies	Nil
Finalised Tenancies	One (1) – 5 Coyne Street
Remedy Breach	Nil
Notice to Leave	Nil
Notes/Repairs	General Maintenance performed when required. New window and laundry tubs installed at 8 Byrne Street New Split Systems installed at Racecourse Residence New Split System installed at 25 Byrne Street New Split System installed at 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	\$13,564	\$30,000

		Actual	Budget
ENVIRO10.5	3820 - FRB Units & Community Ctre Operational Costs	\$31,564	\$63,000

Report

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.

FR Bill Centre

New fridge purchased for kitchen. The old one had numerous compressors replaced, staff are currently investigating to see if the compressor is under warranty and can be repaired so it can be moved to another location.

9 – Land and Building Development

9.1 – Budget

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

		Actual	Budget
ENVIRO11.2	3900 - Town Planning Program	\$11,284	\$51,000



9.2 - Report

Regulatory Services, Land and Building Development

No DA's were received for the month.

10 – Local Disaster Management

10.1 – Budget

		Actual	Budget
ENVIRO12.1	2760 - SES Grants	\$20,568	\$80,368
ENVIRO12.2	2760 - Natural Disaster Grants	\$6,102	\$6,780
ENVIRO12.3	2760 - Disaster Management Operational Costs	\$105,947	\$25,500

10.2 - Report

Disaster Management

No incidents activated the LDMG during the month of November.

SES

On November 9th and 10th a team from Julia Creek SES attended a Working Safely at Heights Course in Cloncurry.

The Julia Creek members have been extremely active with training and preparing for the wet season. This has included on going training with the other emergency services in Julia Creek.

The official hand over of the SES Storm trailer was conducted. This is a vital piece of equipment for our SES Unit, with its many features it will be a great asset for our community.

Cam Darby and Brian Cox Acting Assistant Commissioner for SES attended a meeting with Council on Thursday 28th discussing how SES works with Council and how the unit operates within Julia Creek.



Ordinary Meeting of Council Tuesday, 10th December 2019

6.2 Subject: Application for Renewal of TL 0/216553 described as Lot 7 on SX19 (over RES 3199 - Camping & Water purposes) Expiry Date: 30/09/2021

Attachments: 1. Email Correspondence from DNRME (*InfoXpert ID: 108928*)

Author: Director Engineering, Environmental & Regulatory Services

Date: 27th November 2019

Executive Summary:

Council's views or requirements are sought on the application for renewal of Term Lease 0/216553 over Lot 7 on SX19 (RES 3199 – Camping and Water Purposes).

Recommendation:

That in reference to the renewal of Term Lease 0/216553 over Lot 7 on SX19 Council advises the Department of Natural Resources Mines & Energy that it has no objections or requirements.

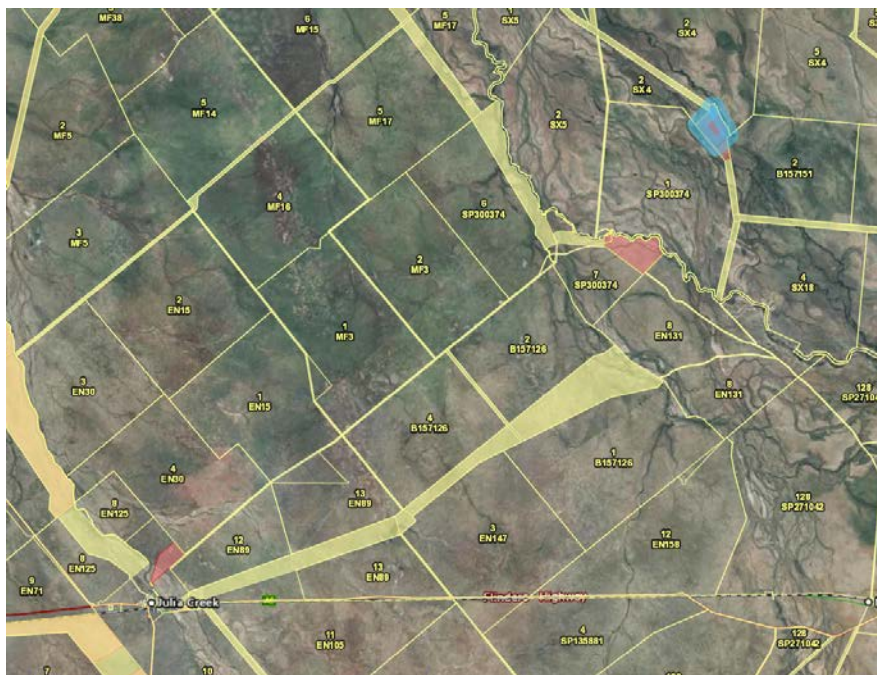
Background:

The Department of Natural Resources Mines and Energy has advised that the above lease expires on the 30 September 2021.

The Department has asked Council to advise its views or requirements that the department should consider when assessing the renewal. Objections or any views or requirements were due by 16 November 2019 however the Department has approved an extension of time to the 18th December 2019.

The Department is the trustee of this reserve. The land is currently leased to Brett and Vanda Hick. Below is a google image of the area. (highlighted in blue).

Note - If land is required for a public purpose, it can be acquired at any time by negotiation and where necessary acquisition.





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Comments:

Nil

Consultation: (internal/External)

NA

Legal Implications:

NA

Policy Implications:

Nil

Financial and Resource Implications:

NA

Risk Management

NA

Options for Council to Consider

- a. Advise that Council has no objections or requirements in regard to the lease renewal
- b. Advise that Council has the following requirements, views or objections in regard to the lease renewal:

InfoXpert Document ID:

108927

Good morning,

The department has received the abovementioned application.

Please note the department is the current trustee of the reserve.

Please advise the Department of your views or requirements that the department should consider when assessing this application for renewal. Objections to the application, and any views or requirements that may affect the future use of the land should be received by close of business on **16 November 2019**. If you offer an objection to the application, a full explanation stating the reason for the objection should be forwarded to this Office.

Note - If land is required for a public purpose, it can be acquired at any time by negotiation and where necessary acquisition.

If you wish to provide a response but are unable to do so before the due date, please contact the author before the due date to arrange a more suitable timeframe. If a response is not received by the due date and no alternative arrangements have been made, it will be assumed you have no objections or requirements in relation to this matter.

This information has been provided to you in confidence for the purpose of seeking your views on this matter. It is not to be used for any other purpose, or distributed further to any person, company, or organisation, without the express written permission of the department unless required.

If you wish to discuss this matter please contact Angela Garrett on (07) 4447 9176.

All future correspondence relative to this matter is to be referred to the contact Officer at the address below or by email Townsville.SLAMS@dnrme.qld.gov.au.

Please quote reference number 2018/006554 in any future correspondence.

Kind regards,



Angela Garrett
Land Officer
State Land Asset Management | North Region
Department of Natural Resources, Mines and Energy

P: (07) 4447 9176

E: angela.garrett@dnrme.qld.gov.au

A: 445 Flinder Street , Townsville, QLD, 4810 | P.O. Box 5318, Townsville, QLD, 4810

W: www.dnrme.qld.gov.au





7.0 COMMUNITY SERVICES



7.1 Subject: Community Services Monthly Report for the month November 2019

Attachments: Nil

Author: Community Services TL

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: **November 2019**.

Recommendation:

That Council receives the Community Services monthly report for November 2019

InfoXpert ID: 109032

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

Grants – incoming and outgoing

This part describes submitted, approved and updates grant applications.

McKinlay Shire Council - Small Business Grant

As at 2 December 2019, we have received 21 SBG applications. Of those 21 applications, two have been rejected and 19 have been approved and paid out. The Grant closed on 29 November 2019 and the community has been informed. The applications amount to \$109,500 of which \$10,000 was rejected and \$99,500 paid out.

Building our Regions – QLD State – Feasibility Study RV Park Extension

DSDMIP indicated that they expect to be able to let us know before Christmas if our application is successful. The Infrastructure business cases – which take precedence – have been assessed and any remaining funds will be allocated to the Planning projects like ours.

Drought Communities Fund – Extension – 2019/20

The project selected for the \$1 million dollar fund is "Hickman Street Pump Station". We have contacted the Federal Department overseeing the funding and informed them about the project. They indicated that the project is eligible and as key infrastructure essential to our ability to deliver services and accommodate future growth.

State Library Queensland Grant Funding

We applied for 3 grants:

- First 5 Forever: reading to and with toddlers and parents at the libraries (JC and McKinlay), will be working with ELC, School and P&C
- First 5 Forever: Local Literacy Champion with a suggested development of an app to provide livestreams, recorded videos, tips and tricks
- Tech Savvy Seniors: envisions a tailor-made program for locals 40 years and over to accommodate e.g. safe use of internet, devices, and computers. If approved, we will hold a survey amongst the locals and inventory what the needs are and what the levels of digital skills are prior to developing the program.



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. \$33,874 compared to \$28,419 in October of this year. This increase of 19% is caused by higher than expected dongas and cabins reservations.

Type of service	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER
Data includes GST						
Donga Units	\$3,570	\$1,742	\$2,870	\$3,350	\$3,215	\$4,965
Powered Sites	\$33,049	\$44,269	\$36,389	\$16,709	\$7,648	\$3,130
Cabins	\$20,689	\$12,240	\$15,480	\$13,480	\$11,050	\$23,722
Storage	\$240	\$126	\$461.20	\$640	\$0	\$0
Unpowered Sites	\$5,186	\$8,256	\$6,412	\$2,902	\$1,602	\$506
Sub Total	\$62,734	\$66,633	\$61,612.20	\$37,161	\$23,515	\$32,323
Artesian Baths incl. salts	\$5,625	\$10,134	\$8,476	\$4,744	\$2,140	\$621
McIntyre Park	\$15	\$500	\$575	\$0	\$0	\$0
Cheese Platters	\$200	\$550	\$725	\$500	\$175	\$0
Laundry	\$1,601	\$2,089	\$2,407	\$942	\$463	\$490
Long Term Stay	\$1,560	\$560	0	\$1,700	\$1,959.20	\$280
Calculated Total	\$71,720	\$80,466	\$74,117.20	\$45,047	\$28,415	\$33,874

Table 1: JC Caravan Park Revenues from June 2019 onwards

Library and Funeral Services

The month started off with several university exams accommodate in the office. We are happy to be able to provide locals with a private space to sit their exams. Also, the office – which is an official DHS Access Point – has welcomed more people using the services provided. Finally, we accommodate the DAF representatives on a regular basis on the condition that, when the office is in use or booked for DHS services, that takes precedence. That office is open to the public and should therefore be left tidy and clean.

New toys were delivered as part of an allocated funding by SLQ of \$1,600 and the children have enjoyed them. Some of the toys were sent to the McKinlay Library and some to the ELC. The kindy received a large bucket of Duplo to enjoy. McKinlay library is running well at this point in time with dedicated volunteers. As part of the arrangements, several new books and some First Five Forever packs, to welcome any new children to the library, were sent to McKinlay, too. It was good to see Fourier here at the library; we were able to have a couple of glitches fixed. As always, Friday's are popular among the children with ice cream making being last weeks highlight.



The figures for the months are as follows

Topic	Nov	Oct	Sept	Aug	July	June	May	April
New Members	+4	-9	+15	+4	-17	5	2	4
Adults	280	276	269	259	261	276	271	269
Juniors	82	82	98	93	87	89	89	89
Total individuals		358	367	352	348	365	360	358
Institutions	2	2	2	2	2	2	2	2

Table 2: Members overview changes JC Library

The library recorded the following Services

Service Provided	Nov	Oct	Sept	Aug	July	June	May	April
Reservations Satisfied	24	77	72	75	89	50	44	99
Requests for Books	18	60	55	60	97	60	47	51
Internet/computer usage	290	375	350	325	285	379	369	304
Ipad usage	130	291	295	280	277	221	298	218
WiFi usage	202	245	250	225	216	242	228	300
Broadband for Seniors	20	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

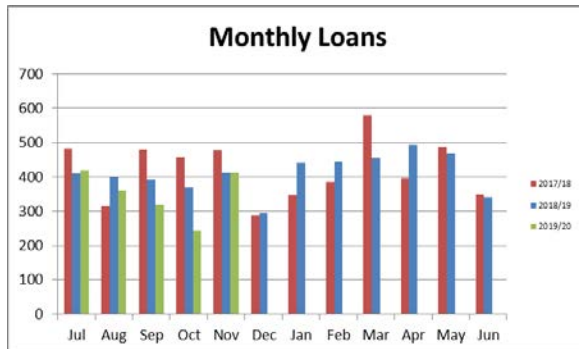


Figure 1: Monthly Loans JC Library 2016 - present



Figure 2: Monthly visitors library years 2016 - present



Tourism

November 2019 | VIC visitors number | 149 compared to 240 last year, or -38%

In November 2019, the team welcomed 149 visitors to the Julia Creek Visitor Information Centre (VIC) compared to 240 visitors in November 2018 – a decrease of 38%. The year-to-date data show a total of 11,530 visitors to the VIC compared to 11,952 visitors over the same period in 2018 – a decrease of 3.5%.

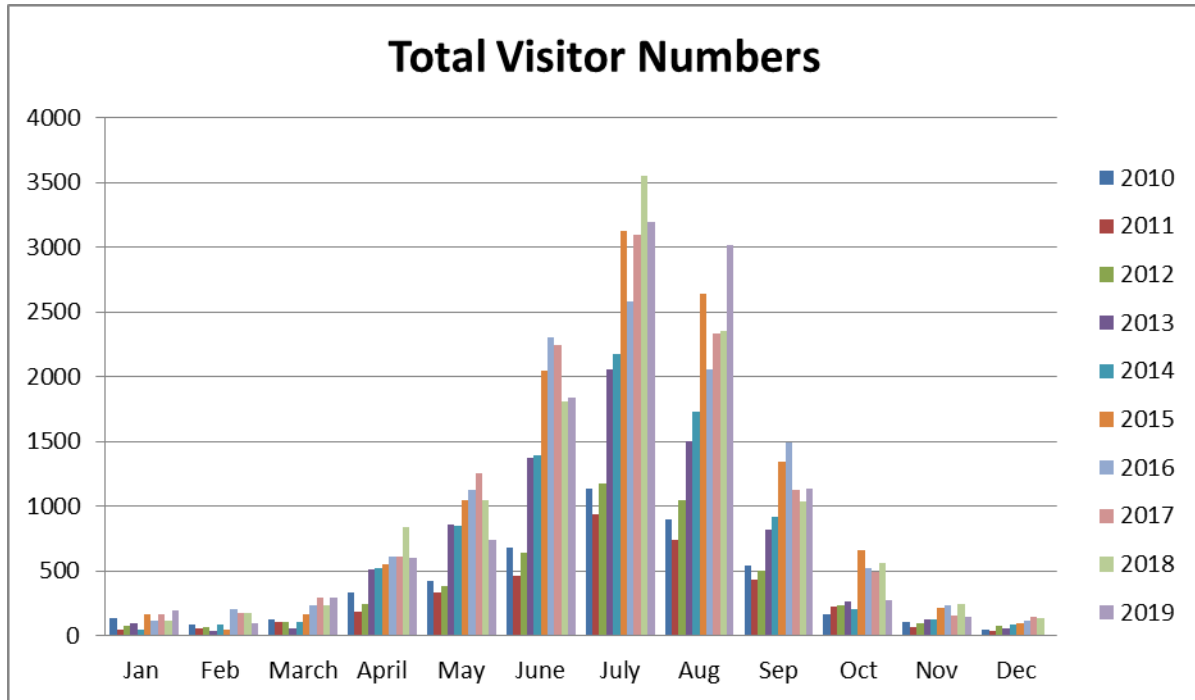


Figure 3: Tourism - total number of visitor 2010-present per month

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%	149	-38%
December	141	139	-1.42%		
Total	12,080	12,091	0.09%	11,381	

Table 4: Detailed visitor numbers 2017 - present per month



November 2019 | VIC Locals | 5 compared to 29 last year, or -83%

In November 2019, the VIC team welcomed 5 local visitors compared to 29 in November 2018 – a decrease of 83%. There have been 347 local visitors to the Julia Creek Visitor Information Centre this year to date (YTD) compared to 398 visitors over the same period in 2018 - a decrease of 13% between 2018 and 2019 YTD figures.

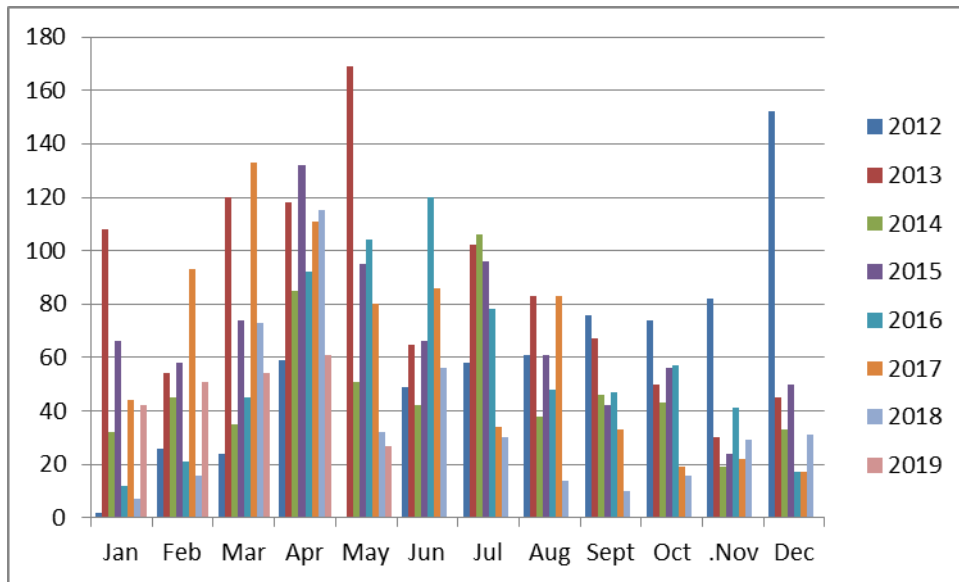


Figure 4: local visitor numbers - 2012 to present per month

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%	5	-83%
December	17	31	82.4%		
Total	755	429	-43.2%	342	

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.

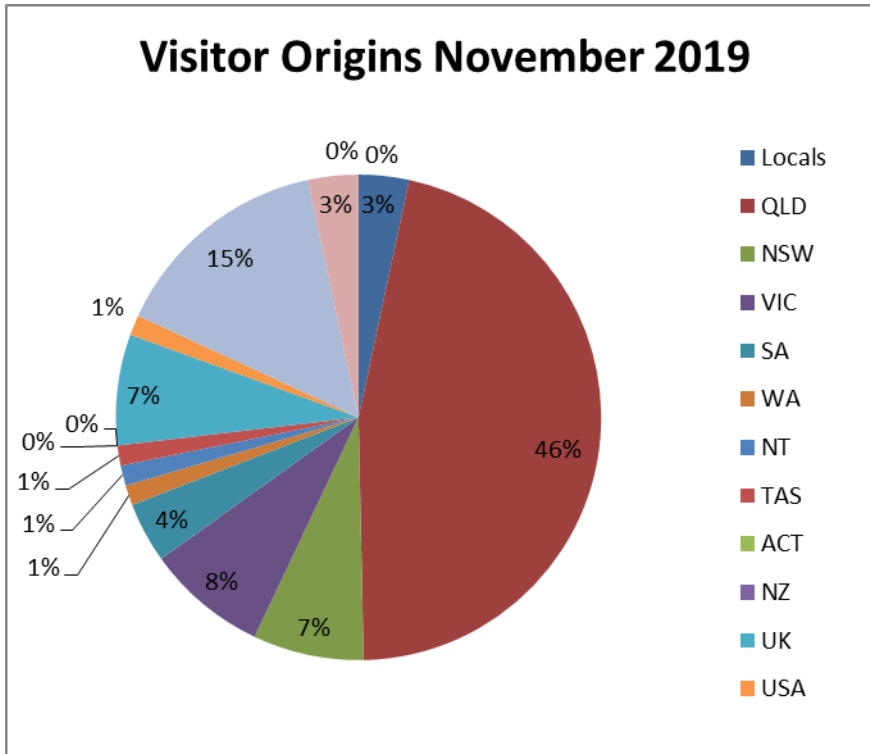


Figure 5: Visitor Origins November 2019 - state and international

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

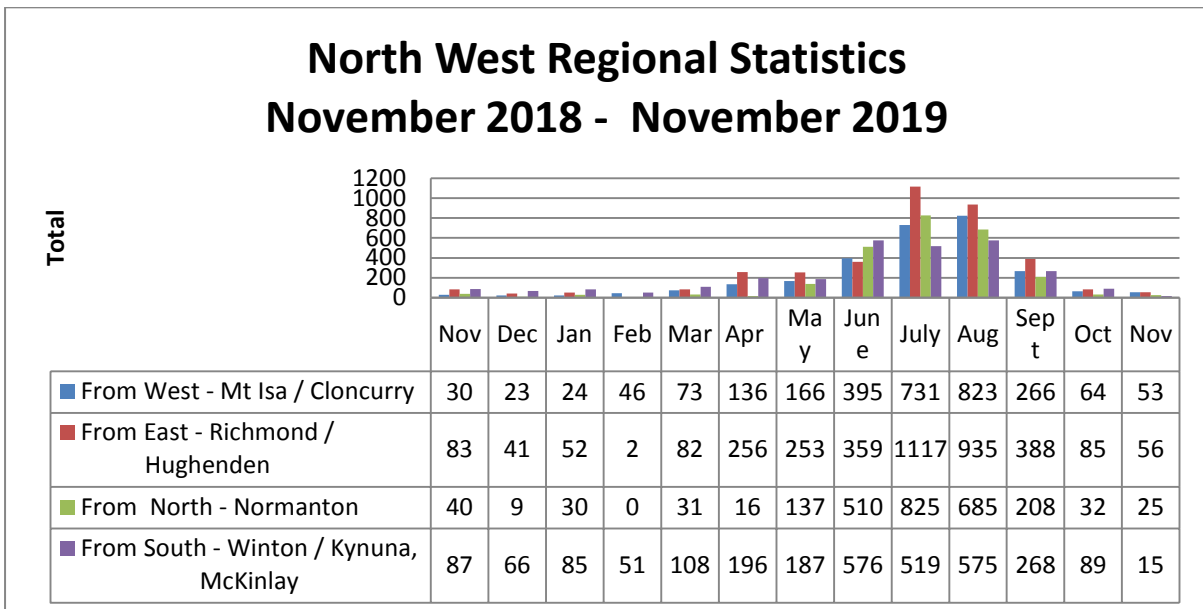


Figure 6: North-West statistics - different regions last 12 months



Beneath the Creek

There were 47 entries to 'Beneath the Creek' in November 2019 compared to 35 in November 2018 – a 35% increase. Looking at YTD data, we see that there have been 2,797 entries to Beneath the Creek compared to 2,839 over the same period in 2018 which represents a 1.4% decrease.

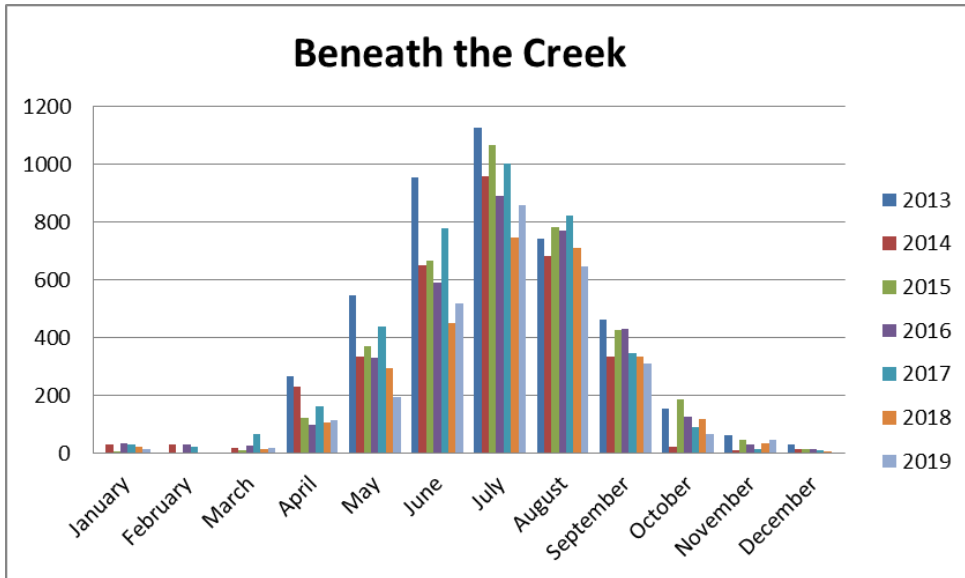


Figure 7: Beneath the Creek visitor numbers 2013 - present

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	47	7	0
December	11	5		2	
Total	3,783	2,844	2,751	21	663

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



Social Media reach

	Facebook Page Likes		Instagram Likes		Websites	
	MSC	JC VIC	MSC	JC VIC	MSC	JC VIC
1 November	5,902	3,950	740	1,450	Sessions	Sessions
30 November	5,910	3,964	803	1,501	2,200	421
% Increase	0.14%	0.35%	8.51%	3.52%	Users	Users
Total Facebook Reach	22,736	41,117	-	-	1,400	370

Table 7: social media exposure

RV Site Permits and Expenditure – 5 in November 2019 compared to 4 last year +25%

There were 5 RV Site Permits issued in November 2019 and 4 in November 2018. This represents a 25% increase. There have been 2,373 RV Site Permits issued in the Year to Date (YTD) compared to 2,841 over the same period in 2018 which represents a 16.5% decrease.

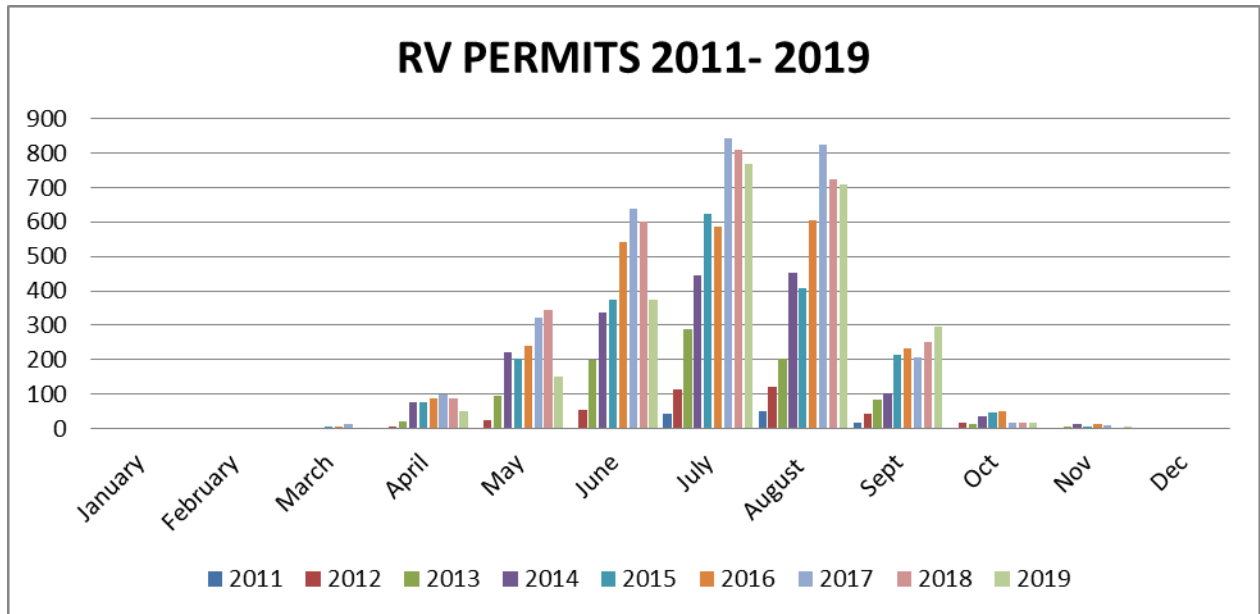


Figure 8: RV Park permits 2011 - present per month

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
March	12	0	0
April	98	87	51
May	322	345	153



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June	640	603	374
July	844	808	767
August	824	723	708
September	207	250	298
October	18	18	17
November	9	4	5
December	2	1	
TOTAL	2,981	2,842	2,373
Average	248	236	

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

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



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***** 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

- Rosalie- added 2 days a week to begin in October
- Woods x3- added Monday from October

New Enrolments n/a

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
- Eliza has begun transition statements 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

Maintenance

- Grassed areas to be re-landscaped due to the re-vamp and the trucks ripping up the grass
- Yard needs to be dug out as currently the lay of the land is causing the water to pool and flood to the back of the yard instead of out the front, which is beginning to damage the new soft fall (Kylie is aware of this)- this has been scheduled- kylie said on Friday (23rd august) they are just awaiting collection of materials so that it can be completed)- 2/10/19 this has not been done and Kylie and Mick are both away until early to mid October so not sure on the ETA
- Aircon started leaking in toddler room, the unit is cracked. Fully wired assessed, have sealed for now, awaiting new parts to replace
- Verandah palings need to be sanded back and re-painted (mould has grown on the paint from the floods over time.



Swimming Pool

Use of pool months in 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	Nov
Adult Entry	10	1		17	1	22	12
Child Entry	19			3		7	17
Season Passes / Family Pass							
Adult		1		18	90	221	316
Child				6	104	221	314
Breakfast Club						0	
After School Care						85	80
JC Swimming Club						68	29
Aged Care						0	
Triathlon Training/ No Charge							
Adult	1	1				2	
Child							
J/C State School/ No Charge							126
Caravan Park Tokens							
Adult	32	27	115	120	161	127	30
Child	16	29	111	97	185	78	8
Free Sunday							
Adult							
Child							
Total Swimmers	78	60	228	261	554	897	936

Table 9: swimming pool attendance

Maintenance / Infrastructure

The Water Park, Slides still running off one pump. Kalan has informed us things are underway for second pump. Top of shed and poles have been painted and several pest trees removed. The single cleaner is starting to struggle again and may need another service shortly.

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

Sport & Recreation

Sporting Schools:

Sporting Schools has finished for 2019 following the end of Term 4. Students thoroughly enjoyed the opportunity to cool off and play in the pool and water-park throughout the program. Students were also treated to a visit from 'The Crack-Up Sisters' thanks to support from the Regional Arts Development Fund.

Sport and Recreation Disaster Funding:

Meetings with local clubs and user groups have been conducted to identify priorities and a schedule of planned works. It is planned that some minor works will begin at McIntyre Park during 2019, however a majority of the repairs and maintenance will be completed during 2020. Repairs to Kev Bannah Oval have begun with aeration, top dressing and fertilising all completed by Macca's Sports Turf and a follow up visit



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planned for early December. Additionally, a fertigation unit was installed inside the pump shed to allow chemicals to be injected during the watering process.

Daren Ginns Centre Upgrade:

Unfortunately the planned start of construction for the gym extension has been delayed to issues relating to building certification and completion of drawings/specifications. Council is working extremely closely with Peak Services (Project Managers) to continually follow up with JKC Building to ensure milestones are achieved. It is likely that the project will now commence in January 2020.

Swimming Pool:

Council has been able to re-open the waterpark and one slide with repairs being undertaken during the month. The contractor who conducted the work also identified more issues with the pumps and plumbing. Council is looking into the possibility of utilising insurance to cover the costs associated with these repairs.

Council is still receiving the benefits of savings thanks to Peak Services researching and changing tariffs at the pool. Council saved a total of \$2,988 during the month of November which takes the total for the last three months to \$4,357.

Swimming lessons are also still continuing at the pool with 28 children currently registered and attending classes. 21 students attend twice per week and the remaining students attend once per week.

North v South Cricket:

In conjunction with 'Celebrating Aussie Farmers' day on November 15, Council CDO and myself organised a social match of cricket at the Indoor Sports Centre. 18 players were involved in the match and a strong number of supporters also attended the event. Feedback from the event was extremely positive and a great night was had by all involved.

Beach Races:

Julia Creek Turf Club hosted their annual 'Beach Races' during the month and attracted a good crowd. The racing was also strong with solid fields across the 6 race card. The event again proved its popularity with the relaxed atmosphere and fun for the whole family.

MCKISSA Swimming Carnival:

MCKISSA hosted their annual swimming carnival and it proved to be a great day for local and rural students. Swimmers were split into 'Pirates' and 'Vikings' for the event to cater for the lower amount of nominations received for the event. The event was a success and the level of sportsmanship and encouragement students showed each other was exceptional.

Battlefields to Footy Fields:

The Julia Creek Combined Sporting Association held a community 'League Tag' event as part of an initiative being conducted by the Queensland Rugby League, National Rugby League and Veteran Sport Australia. The program is aimed at helping ex-servicemen reintegrate into society through the completion of the referee's accreditation. The touring party is completing a western tour along the Overlander's Way with these 'League Tag' events, school visits, referee education and interacting with community members.



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) November 2019		
	OoS	Hours
Nursing Care	62	39.85
Personal Care	17	3.35
Total	79	45.35

non-CHSP community nursing (OoS)		
	OoS	Hours
Home Visit Clients x 3	3	3.0
Hospital Visits	-	-
Phone Consults	-	-
Clinic Consults	-	-
Meetings	6	6.0
Health Promotion	-	-

Locations of OoS	
Home Visits	55
Clinic Visits	8
Phone Consults	2
GP escorts	2
Telehealth / Bloods	5/3
Transport to Medical Appointments	12

Health Promotion

None for November 2019

General Business

Community Nurse attended the local Social Recovery group meeting (hosted by MSC/ Community Development Officer) this month.

New Acting Director of Nursing arrived 19/11/19 after previous DON at MPHS resigned.

Ongoing liaising with NWRH during their visits to Julia Creek.

I am awaiting the new A/DON to settle in as we prepare for a new line of reporting format for non-CHSP clients and occasions of service.



CHSP - Community Home Support Program

Events and Activities

November has been a very full on month for the CHSP clients, with ladies day at Gannons Motel and it was great to see the ladies and gents dressing up. Also, we attended Remembrance Day at the school and had a lovely trip to Richmond CHSP for Christmas smoko. The Julia Creek state school invited us up for morning smoko and to listen to the children's poetry and this all in addition to our normal monthly activities.

Stats November 2019

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

Service Offered	Number of Clients or Occasions
Transport	125 Two way trips
Social Support	36 Visits
Personal Care	20 Visits - 2 Clients
EXERCISE	7 Clients in 2 sessions
Counselling/Support, Information and advocacy (client)	
Shopping	4 Trips (3 attendees, 1 pickup)
GAMES	12 Attended in 3 sessions
Luncheon	46 Attended in 4 sessions
Meals on Wheels	53 Meals delivered
Community Nurse Visits	See community nurse section
Home Maintenance	50 lawns mowed 25 clients
Domestic Assistance	9 clients, 44 visits
Pub Lunch	19 Clients in 2 sessions
Craft Morning	
Clients Transported for Doctors Appointments	6 CHSP clients
Clients admitted to Hospital	
Clients Signed up to CHSP	
Clients passed away	

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



7.2 Subject: Bush Dinner Policy
Attachments: Draft Bush Dinner Policy (*InfoXpert ID: 109049*)
Author: Community Services TL
Date: 29th November 2019

Executive Summary:

Council initiated the Bush Dinners at the Caravan Park in 2013, and have been a proven success for both the local not for profit groups, tourists and tourism as a whole. With the recent delivery of a purpose built Bush Kitchen (facility to allow for catering for this initiative) a policy has been drafted which covers the intent of the Bush Dinners initiative and use of the facility.

Recommendation:

That Council adopt the Bush Dinner Policy Version 1.0 as presented.

Background:

The tourism portfolio team in 2013 had an idea to provide a 'Bush Dinner' to the tourists during tourism season to enhance the experience of the visitors and also to encourage visitors to extend their stay by an additional night.

The initiative commenced mid season 2013 and has been going strong since.

Up until now the initiative has been delivered with no documented framework. This policy aims to formalise the intentions, goals and objectives of Council. Furthermore, from 2020 a dedicated 'Bush Kitchen' will be made available to groups to cater from.

The Bush Kitchen was funded by the Drought Communities Fund 2018 and was installed in November 2019. The Kitchen will primarily be used by external NFP groups on a weekly basis during the Bush Dinners on Monday (April – October).

As in previous years, Council will offer local NFP Groups the opportunity to apply for one or more dates to host the Bush Dinners. As the Kitchen is a fully commercial kitchen with a broad range of new appliances, Council want to ensure correct and responsible use of the kitchen in a sustainable manner and have therefore written the policy.

The policy outlines the eligibility criteria, the processes surrounding the appointment of community NFP groups, cleaning responsibilities and other relevant elements associated with the kitchen.



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Consultation:

CEO

Director Corporate and Community Services

Policy Implications:

Nil

Financial and Resource Implications:

Nil

InfoXpert Document ID:

109034



BUSH DINNERS POLICY

InfoXpert ID: 109049

1. INTRODUCTION

Each tourist season from April to September, Council provides local not-for-profit groups (Group) the opportunity to raise funds for their cause by hosting Bush Dinners at the Julia Creek Caravan Park (Caravan Park). Bush Dinners have shown to be a successful tool for fundraising for the groups and have become a major draw card for the tourists.

Council strives to provide Bush Dinners from a dedicated Bush Kitchen (Kitchen) which is expected to be available to the Groups in 2020 to cater from. This Kitchen will support the Groups that cater with commercial cooking and washing facilities.

Bush Dinners have been conducted without a formal policy in place regarding expectations on topics such as certification, insurance, finance and cleaning. To ensure the continued success of the Bush Dinners and safe and responsible use of the new Bush Kitchen, Council have introduced this policy.

2. USE OF BUSH KITCHEN

The Bush Kitchen is the main facility to be used by any group that wants to raise funds by catering at the Caravan Park. Prior to using the Kitchen, groups or representatives will be familiarised by Council or Caravan Park staff on how to use the equipment safely and responsibly.

Council provides the Bush Kitchen on the premise that the Kitchen will be cleaned after use in such a way that it can be used by the next group without having to be cleaned.

A comprehensive list of materials shall be provided by Council on site. The groups shall ensure that all materials and equipment provided are cleaned and returned to their original place.

In the case of missing or damaged equipment, the Group shall inform Council as soon as possible to ensure adequate measures can be taken to either locate or replace the equipment.

3. FINANCES AND REQUIREMENTS

The objective of the Bush Dinners is to raise funds for the specific cause of each Group.

Council provide each group for each Monday catered with a \$100 donation to their fundraising activities. This financial assistance is provided to assist with the groups costs of catering the bush dinner, i.e. contribution towards cost of ingredients and relive financial pressure on volunteers. Furthermore, Council strongly encourage groups to shop locally (where possible) when sourcing ingredients.

Date of Approval: 10th December 2019
Approved By: Council Resolution

Effective Date: 01/01/2020
Version: 1.0
Review Date: December 2021

To assess appropriate use of the funds, Council accepts responsibility to ascertain that any Group meets the requirements prior to the event being held and that the proceedings from the donation and/or funds raised are collected by a Group that are able to provide financial statements and a public liability insurance certificate.

As part of their requests to cater on preferred date(s), any Group shall provide:

- A copy of a current Certificate of Currency for **Public Liability Insurance** that outlines coverage of - at least – twenty million dollars (\$20,000,000); and
- A current and valid ABN number of an **incorporated** entity/body (as described in the Corporations Act 2001 (Cwth)); and
- A committed group of at least 4 (four) volunteers to ensure adequate, safe and responsible use of the Kitchen; and
- The Group attends the safe and responsible use induction prior to the event.

In the absence of one or more of these requirements, Council may decide to decline a Group's request to cater.

Council's donation shall be paid after receipt of a valid Tax Invoice sent by the Group to Council.

4. TIME LINES

The schedule for the annual Bush Dinners will be made available in general in February of each year and groups may make reservations for one or more preferred dates in the calendar year. The reservations will be allocated on a fair basis. Groups are encouraged to put in for more than one date to ensure adequate coverage of the preferred dates. Council will communicate the draft planning to all groups and take on any feedback prior to the final planning.

If for any reason a Group is no longer able to cater on a specific date, Council is to be informed two weeks prior to that scheduled date. This will allow Council sufficient time to source an alternative group. A Group may also liaise directly with another Group to either swap dates or have a new Group come in provided that the requirements under section 3 have been met. The Group forfeiting their date is required to inform Council two weeks before the event about the change of Group.

5. MISCELLANEOUS

In instances where this policy is not clear or information is perceived to be missing, Groups are encouraged to Contact Council to seek clarification. For further information contact Council on community@mckinlay.qld.gov.au or 07 4746 7166.



7.3 Subject: Smart Hub update – HVAC Replacement Options
Attachments: Options analysis HVAC (*InfoXpert ID: 109035*)
Author: Community Services TL
Date: 29th November 2019

Executive Summary:

The Julia Creek Smart Hub is currently in the detailed design phase and part of that phase is to have thorough assessments of all electrical and mechanical components done.

The Mechanical Assessment Report recommends replacing the existing HVAC system by a new system estimated to cost \$98,000. The allowance in the budget is \$33,080. The additional costs to be funded from untied South32 Cannington funds, estimated at \$65,000.

The Electrical Assessment Report stipulates costs of \$75,000 and the allowance in the budget is \$76,800. No additional funding required.

Recommendation:

It is recommended that Council approves allocating the additional “South32 Cannington funds” estimated at \$65,000, towards the Smart Hub and replace the HVAC unit with a new HVAC system estimated at 98,000 (option 3 below).

Background:

A mandatory mechanical assessment of the medical centre has shown that the existing HVAC units (1 for the library and 1 for the medical centre) are beyond their economic lifespan. The refrigerant gas used is called R22 and is being phased out due to its impact on the environment.

Mechanical assessment: The report that came back indicates that the HVAC units (air-conditioning and condensers in the service area) are beyond their economic lifespan, the gas (R22 gas) used will no longer be available, and the units should be replaced. The options presented only relate to Unit 2 (Medical Centre/Smart Hub) while Unit 1 (Library) will not yet be replaced.

Three options are proposed:

1. Retain the existing unit, estimated costs are \$60,000
2. Replace unit with alternate refrigerant, estimated at \$72,500 (\$60,000 + \$12,500)
3. Replace unit with new system, estimated at \$98,0000

The risks and costs associated with the continuation of the existing units are high, whilst the construction of the medical centre provides the opportunity to replace the system without any downtime during operations. The current allowance in the costings, as drafted by the QS, is \$33,080.



The options provided by the Mechanical Assessment Report are as follows

Option	Consequences
Retain the existing unit	<ul style="list-style-type: none"> • High risk of failure in the next few years • High maintenance and replacement costs for phased out refrigerant R22 • Miss an opportunity to complete works while ceilings etc are down. • Long downtime for a replacement given location, when this unit inevitably fails • STP would expect this units life to be ~max 3years • Price for this option, as above \$60,000.
Replace the unit with alternate refrigerant	<ul style="list-style-type: none"> • This can still be quite expensive due to the degassing and re-gassing process. We haven't seen up to date pricing for this as its uncommon, so \$ value is rough. • Unit would lose capacity (minor) • Replacement refrigerant that operates at the same pressure (i.e. doesn't require new pipework) is still being phased out slowly, making it a short term fix. This refrigerant hasn't seen the same price spike as R22 • Storage of R22 for future failures of FCU-1 (library) reducing down time and maintenance costs of this unit. • Price for this option \$60,000 + 12,500 = \$72,500.
Replace with a new system	<ul style="list-style-type: none"> • Additional cost at this stage for demo works, new duct to suit new connections, degassing and storage of R22, etc. • Good opportunity to do works with ceilings down • Drastically reduced maintenance costs • Minimise downtime for new owner • Storage of R22 for future failures of FCU-1 (library) - reducing down time and maintenance costs of this unit. • Price for this option as per previous advice \$98,000.

Electrical assessment: The costs for the electrical have been estimated at \$75,000 whilst the Allowance in the project costing is \$76,400. No additional funding required. In the October 2019 RLB Costings overview (preliminary) we have allowances as follows

- AC/HVAC \$ 33,080
- Light and Power \$ 53,800
- Communications \$ 15,600
- External power and lights \$ 5,000
- External communications \$ 2,000 +
- \$ 109,480



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Summary

The feedback from the mechanical and electrical engineers is as follows

- Mechanical allowance option 3 replace HVAC system with new system \$ 98,000
 - Electrical (including communication, security) \$ 75,000 +
- \$ 173,000

This would mean that the additional expenses would be $\$173,000 - \$109,480 = \$63,520$. This deficit will be funded by the untied South32 Cannington funds of approx. \$65,000.

However, as the estimated costs from both the Mechanical and Electrical engineers from STP exclude several important things (e.g. construction costs, localities, contingencies), we should not be surprised to see additional costs emerge. Partly compensated by the Project's Overall Contingency (108,000 / 1,020,000 = ~10.5%) and, if we need to, by removing non-essential features in the design, although very unlikely at this point.

To validate our assumptions, this stage will see delivery of an updated Cost Plan by the QS to be sent through when received.

Consultation:

CEO – reviewed and approved

Director Corporate and Community Services – funding acquired

Policy Implications:

Nil

Financial and Resource Implications:

Additional costs: The results of the mandatory assessments are $(\$98,000 + \$75,000) = \$173,000$ whilst the allowances in the budgets are estimated to be \$109,480. The additional costs therefore are $\$173,000 - \$109,480 = \$63,520$. These additional costs will initially be funded by a separate allocation of ~\$65,000 from the untied South32 Cannington funds – if approved.

Project costs: This would mean that the projects budget is built up as follows:

50% BoR	\$523,000
50% Council BoR	\$523,000
Telstra fibre	\$36,000 (fibre line dedicated to hub)
South32	\$65,000 (for HVAC costs)
ARIP funding	\$67,000 (for non-eligible expenses under BoR)

Moving forward, however and to ensure staying within budget, Council have several back-up options embedded in the project. The Overall Project contingencies (10.5% of total project costs, or \$108,000), and/or alter design features of the smart hub that are non-essential (>\$35,000).

InfoXpert Document ID:

109036

Estimate Received 27.11.19, from STP Consultants:

The mechanical services estimated budget cost = **\$98,000**

This price includes:

- Demolition & removal of existing air conditioning system
- New grilles, cushion head boxes throughout
- Replacement of ducted fan coil unit serving the building
- New cassette fan coil unit including fresh air system to serve the meeting room
- New wall mounted split system air conditioner to serve the data room
- De-gassing and storage of existing refrigerant

EXCLUSIONS

- GST
- Preliminaries, site establishment and storage of materials
- Design or construction contingencies
- Associated builders' works
- Temporary services
- Haulage
- FFE
- Spare parts
- Enabling works
- Latent conditions
- Rectification works
- We have not approached a contractor for firm prices

NOTE

1. This cost estimate shall be used only as a general guide for the mentioned service and does not include elemental or detailed estimate provided by a qualified and competent quantity surveyor/s.
2. This estimate shall not be used as a sole reference in estimating total project cost or be used for evaluating tender cost.

UPDATE Received 29.11.19, from Vabasis:

Please see below the options and risks/costs associated with each. Regardless the direction we head it looks like \$60k will be the minimum impact for this one.

As discussed, there's three options for the HVAC at Mckinlay smart hub, summarised and roughly priced as below. This email follows on from the original advice and information provided by Gene last week (see attached for convenience).

*Firstly consider the **base price for mechanical works** including minor demo works and changes to ductwork, replacement grilles and flex to suit new layout, new split systems, fans, commissioning etc. The base price, irrespective of AC advice below is approximated at **\$60,000** based on similar inclusions and exclusions as Gene summarised in previous correspondence.*

Options and consequences summarised below:

1. *Leave the existing R22 unit*
 - *High risk of failure in the next few years*
 - *High maintenance and replacement costs for phased out refrigerant R22*
 - *Miss an opportunity to complete works while ceilings etc are down.*
 - *Long downtime for a replacement given location, when this unit inevitably fails*
 - *STP would expect this units life to be ~max 3years*
 - *Price for this option, as above **\$60,000**.*
2. *Replace R22 with an alternate refrigerant to reduce maintenance costs*
 - *This can still be quite expensive due to the degassing and regassing process. We haven't seen up to date pricing for this as its uncommon, so \$ value is rough.*

- *Unit would lose capacity (minor)*
- *Replacement refrigerant that operates at the same pressure (i.e. doesn't require new pipework) is still being phased out slowly, making it a short term fix. This refrigerant hasn't seen the same price spike as R22*
- *Storage of R22 for future failures of FCU-1 (library) reducing down time and maintenance costs of this unit.*
- *Price for this option \$60,000 + 12,500 = **\$72,500.***

3. *STP recommended option to replace with a new split DX system*

- *Additional cost at this stage for demo works, new duct to suit new connections, degassing and storage of R22, etc.*
- *Good opportunity to do works with ceilings down*
- *Drastically reduced maintenance costs*
- *Minimise downtime for new owner*
- *Storage of R22 for future failures of FCU-1 (library) - reducing down time and maintenance costs of this unit.*
- *Price for this option as per previous advice **98,000.***

Replacement in the future comes with high risk of failure and high maintenance costs in the interim. Consider the builders works for demolition once this tenancy is established and operating and the lengthy downtimes required to replace. As mentioned, STP recommend to replace this unit.

We'll hold off continuing with documentation until this is resolved.

Let me know if you need to talk through. Happy to discuss directly with client if preferred.



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7.4 Subject: Regional Arts Development Fund – Round One

Attachments: Nil

Author: Director Corporate & Community Services

Date: 19th November 2019

Executive Summary:

Council's Round 1 of RADF closed on 30th October 2019. The RADF Committee assessed the Round 1 applications at a meeting on 13th November 2019 and Council is presented with the recommendations for ratification.

Recommendation:

1. *That Council ratify the recommendations made by the Regional Arts Development Fund Committee for RADF Round 1:*

Racing Ahead Past the Post Mosaic – Julia Creek Turf Club – \$6000.00

Flipside Circus 4 – Residency – McKinlay Shire Council – \$7700.00

Brisbane Comedy Festival – On Tour – McKinlay Shire Council – \$3630.00

Background:

The McKinlay Shire RADF Committee assessed the applications submitted against the RADF guidelines. A summary of the applications received is provided below:

- Racing Ahead Past the Post Mosaic – McKinlay Shire Council – This public mosaic will cover a 7.5m x 0.9m dry bar area in the main crowd/bar area at the Julia Creek Turf Club facility, Julia Creek. It will enhance the area visually and functionally. A unique eye-catching piece of artwork, which will also provide weatherproof and easy to clean surface. We hope that it will also continue a current trend of different mosaic pieces within the shire, which could potentially become part of a tourist attraction. *Funding requested \$6,000.00*
- Flipside Circus 4 – Residency – This will allow children to be exposed to new skills and let them express themselves through circus. 4-day residency programs provide more opportunities for community engagement and for the development of more advanced circus skills. The programs also begin to empower young people to start telling their own stories using circus. *Funding requested \$7700.00*



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- Brisbane Comedy Festival On Tour – This event will allow Council to offer a performance not often seen in our community. It will allow the community the chance to connect and share an evening out with friends and family. Additionally, being held during tourism season this will also allow Council to offer a performance to visitors to leave a positive impression of our town. There is also an opportunity for a local community to fundraise through the operation of a cash bar. *Funding requested \$3630.00*

Consultation: (internal/External)

Round 1 was advertised via a shire wide mail out, promotion through Council's website and Facebook page.

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 \$48,104.02 for projects in the 2019/2020 financial year with \$2000 in funding already committed through quick response which leaves \$46104.02 available. Total funding requested for Round 1 is \$19,330.00, with \$28,774.02 remaining for future expenditure in the remaining rounds of the financial year.

InfoXpert Document ID:

109050



7.5 Subject: Julia Creek Early Learning Centre Fees
Attachments: Nil
Author: Director Corporate and Community Services
Date: 4th December 2019

Executive Summary:

Council is presented with a review of the fees for the Julia Creek Early Learning Centre, with a proposal to increase the fees effective from 1 January 2020.

Recommendation:

That Council increase the daily attendance fee of the Julia Creek Early Learning Centre from \$80 per day per child to \$81.60 per day per child, and the half day fee increase from \$55 per day per child to \$56.10 per day per child, and the sessional kinder fee increase from \$60 per session (5 hours) to \$61.20 effective from 1st January 2020.

Background:

The fees are currently set at \$80 per child for a full day, \$55 per child for a half day and \$60 per session for sessional kinder. We are proposing to apply a 2% increase to the daily fees, as of January 1st 2020. The proposed increase is consistent with the increases which the staff will receive through the Certified Agreement. The fee increase will first and foremost ensure that the Centre remains sustainable and continues to remain open, to provide a vital and necessary service to the community. The increase is a part of an annual fee review with a view to bring us in line with what is currently being charged at our closest surrounding services.

The fee increase will help to cover the cost of employing two full-time, qualified Educators, one being a Bachelor qualified Kinder teacher, one part-time ECT (bachelor qualified) qualified Educator delivering a government approved Kinder program, One part time qualified educator, a casual educator, and one casual educator studying towards a qualification.

The increase will allow for greater resources, as well as contributing to professional development opportunities, ensuring that the Educators at Julia Creek ELC are up to date with current knowledge and information in the Early Childhood sector as stipulated in our governing regulation, this in turn will provide greater opportunities for the children to grow, learn and have the best start for future learning.

Also to take into consideration is the CCCF funding we receive to remain open is contingent upon our sustainability plan which included bringing our fees in line with those of the towns surrounding us through an annual increase of fees over a certain amount of years.



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Consultation:

Centre Director has been consulted in the proposal of the new fee.

A letter will be sent to all current families immediately after a decision is made by Council regarding the fees and other changes regarding the application of the fees.

Policy Implications:

This fee will be included in the Centre's Fees and Payments Policy and will be amended in the Council Fees & Charges Schedule on approval.

Financial and Resource Implications:

The increase will ensure that the service remains sustainable and that it remains a service that can be offered to the community.

As a continued effort to work towards making the centre sustainable over the past 3 years we have increased the fees. In 2018 and 2019 Council increased the fees by ~7.5% each year. Given this, in 2018/19 financial year Revenue for the Centre was \$296,374.84 and Expenditure \$310,667.22 meaning a loss of \$14,292.38. Which is a significant improvement compared to previous years.

InfoXpert Document ID:

109051



8.0 CORPORATE SERVICES



Ordinary Meeting of Council Tuesday, 10 December 2019

8.1 Subject: Corporate Services Report
Attachments: Nil
Author: Corporate Services Team Leader
Date: 3rd December 2019

Executive Summary:

The Corporate Services Report as of 30 November 2019 which summarises the financial performance and position is presented to Council.

Recommendation:

That Council receives the monthly Corporate Services Report for the period ending 30 November 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:

Revenue has significantly increased due to receiving \$513,398.73 2018 flood damage funding, \$567,883.50 FAG's, \$207,924.20 McIntyre Park funding, \$2,952,644.99 2019 flood damage funding and \$1,049,555.40 TIDS. Other smaller funding has also been received.

The significant increase in expenditure relates to flood damage works.



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INCOME STATEMENT SUMMARY				
	Actuals	Variance	YTD Budget	Full Year Budget
Total Income	16,885,447	116%	14,502,113	34,805,072
Total Expenses	(11,873,018)	172%	(6,907,541)	(16,578,099)
Net Result	5,012,429	66%	7,594,572	18,226,973
Less Capital Revenue	12,505,864	122%	10,218,326	24,523,982
Operating Result (excl. Capital	\$ (7,493,435)	286%	\$ (2,623,754)	\$ (6,297,009)

STATEMENT OF FINANCIAL POSITION			
	2020 Actuals		2019 Actuals
Current Assets	23,820,720		19,301,548
Total Non-Current Assets	206,232,926		205,710,184
Total Assets	230,053,646		225,011,732
Total Current Liabilities	1,460,148		1,755,711
Total Non-Current Liabilities	152,909		152,910
Total Liabilities	1,613,057		1,908,621
Net Community Assets	\$	228,440,589	\$ 223,103,111
<i>Community Equity</i>			
Asset Revaluation Surplus	78,320,428		78,320,427
Retained Surplus	146,719,961		144,382,684
Reserves	400,000		400,000
Total Community Equity	\$	225,440,389	\$ 223,103,111

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

STATEMENT OF CASH FLOWS		
	2020 Actuals	2019 Actuals
Cash Flows from Operating Activities	(3,917,026)	2,394,722
Receipts, Payments & Interest Received		
Borrowing Costs		
Cash Flows From Investing Activities	10,353,456	893,869
Payments and Proceeds for PPE		
Capital Income		
Cash Flows from Financing Activities	-	-
Loan Payments		
Net increase (decrease) in cash held	6,436,430	3,288,591
Cash at beginning of the financial year	16,150,832	12,862,241
Cash at the end of the period	\$ 22,587,262	\$ 16,150,832



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Summary By Departments						
Department	Revenue			Expenditure		
	Actuals	%	Budget	Actuals	%	Budget
Infrastructure & Works	12,685,229	48%	26,421,630	8,471,328	35%	24,525,878
Governance & Partnerships	34,095	0%	34,095	364,121	39%	936,958
Corporate Services	3,162,929	55%	5,712,892	640,673	39%	1,642,926
Economic Development	105,961	32%	328,747	399,961	35%	1,151,560
Community Services	1,084,877	58%	1,877,112	1,556,410	38%	4,127,027
Health Safety & Development	34,869	35%	99,748	273,550	40%	678,150
Environmental Management	112,359	34%	330,848	176,996	29%	605,600
	17,220,318	49%	34,805,072	11,883,039	35%	33,668,099

Capital Works Program 2019-2020 Version 1.1

Infrastructure & Works	Actuals	Budget	Grants/Other
Roads	\$305,552.97	\$6,750,387.00	\$6,600,387.00
Wastewater	\$376,593.75	\$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	\$494,551.66	\$1,636,500.00	\$0.00
Subtotal	\$1,233,965.91	\$10,574,437.00	\$7,650,387.00
Environmental Management	Actuals	Budget	Grants/Other
Reserves	\$40,660.58	\$200,500.00	\$0.00
Subtotal	\$40,660.58	\$200,500.00	\$0.00
Community Services & Facilities	Actuals	Budget	Grants/Other
Community Buildings & Other Structures	\$473,682.34	\$2,476,773.03	\$1,464,474.57
Parks & Gardens	\$119,895.43	\$402,387.00	\$10,000.00
Council Housing	\$13,023.75	\$47,000.00	\$0.00
Subtotal	\$606,601.52	\$2,926,160.03	\$1,474,474.57
Corporate Services	Actuals	Budget	Grants/Other
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
Subtotal	\$60,634.03	\$543,700.00	\$280,000.00
Total	\$1,941,862.04	\$14,244,797.03	\$9,404,861.57

Capital Works Program 2019-2020 Version 1.1

Infrastructure & Works	PM	Job Cost	Actuals	Budget	Grants/Other	Comments
Roads						
Gilliat/McKinlay Road	DERS	0460-1040-0002	-	300,000	300,000	Start and completion of works tentatively early May 2020
Byrimine Road	DERS	0460-1040-0003	-	200,000	200,000	Start and completion of works tentatively early May 2020
Burke Street - reseal	DERS	0460-1040-0009	173,708	500,000	500,000	Start and completion of works tentatively early December 2019
Julia Creek Truck Bay stabilisation and reseal	DERS	0460-1040-0008	-	100,387	100,387	Just need confirmation from the finance team that there is money here as previously neither TIDs or R2R could be used to bank role this project
Betterment Project - Causeways Taldora Road	DERS	0460-1040-0007	-	3,000,000	3,000,000	This application is still with the funding body awaiting decision
Combo Waterhole Sealing Project	DERS	0460-1040-0006	130,720	2,500,000	2,500,000	\$561,006 committed order. Sealing works earmarked to coincide with Burke Street sealing works
Install Kerb & Channel - Burke Street	DERS	0460-1100-0002	1,125	100,000		Almost finished
Footpath Paving - Booth - QGAP and Old Coffee Shop to Museum	DERS	0430-1150-0000	-	50,000		Almost finished
TOTAL ROADS			305,553	6,750,387	6,600,387	
Wastewater						
Julia Creek Sewerage Upgrade Project	DERS	0480-1900-0004	355,393	360,550		Committed Order \$15,150.09 - final payment request will be made at the end of the commissioning period 26th of November for \$19,000, if we can not get a discount on the stair and platform installation supplied in lieu L&D payments.
Sewerage Lagoon Flow Monitoring	DERS	0480-1900-0005	21,201	30,000		Committed Order \$1,984.65 - P&D have just installed the lagoon flowmeters so the committed order is now completed, and the quotation for the remote units required for the telemetry connection has been received and ordered.
Julia Creek Manhole lid Replacement	DERS	0480-1900-0006	-	31,000		Send back lids as they were incorrect, replacements coming
Julia Creek Sewerage scada system replacement	DERS	0480-1900-0003	-	50,000		Committed Order \$48,374 - Fully wire has the order for this works parts have been dispatched, installation will be completed before Xmas.
TOTAL WASTEWATER			376,594	471,550	-	
Water						
Julia Creek Water - New Bore	DERS	0470-1800-0003	317	700,000	350,000	There is plans to prepare a scope of works that will morph into a tender document to the open market, possibly go to the open market after Christmas 2019
Water Tower Renewal	DERS	0470-1800-0004	-	700,000	700,000	Cardno have been commissioned to scope up the tender document for the open market and will be overseeing the procurement of a preferred supplier, it is expected that works will commence about May 2020
Scarda System for Water	DERS	0470-1800-0001	30,868	26,000		Fully Wired have commenced work
Water Main McIntyre Park	DERS	0470-1800-0005	-	170,000		It has been identified and accepted that earlier scope of works methodologies and industry practices coupled with regulatory requirements are at odds with costs and long term benefit to the community, therefore this project is on hold pending the outcome of investigations into another water supply source of methodology – this could in theory kick this project of again end of May beginning of June 2020.
Water Meter (backflow prevention) Installation Program	DERS	0470-1800-0002	-	25,000		Possibly this project could get a start mid March 2020

Kynuna Water Upgrades	DERS	0470-1820-0001	6,228	30,000		Committed order \$1,819.52. The new filtration system and pump is in installed working, more works to come possible completion February 2020
Kynuna Water Tower Ladder Reinstatement	DERS	0470-1820-0002	-	5,000		Ladder works for now completion end of February
TOTAL WATER			37,413	1,656,000	1,050,000	

Transport

Julia Creek Airport - Shed	DERS	0430-1300-0006	-	20,000		Currently no plans
Replace PAL System at Julia Creek Airport	DERS	0430-1300-0005	19,855	20,000		Project complete
Julia Creek Airport - Fuel Pods	DERS	0430-1300-0007	-	20,000		Still in planning phase
TOTAL TRANSPORT			19,855	60,000	-	

Other

Plant & Vehicle Replacement	DERS	0440-4500-0001	494,552	1,606,500		Committed Orders \$222,165.16 - Ordered 2019 HINO FS2848 Rigid Truck with Rydweld accessories. Purchased and received 2019 Hino FD 1124 truck, 2019 Hino 5540 crew truck, 2 x Toyota Hilux Auto Double cab 4x4 and 1 Hilux Manual Extra cab 4x4. There is plans to order heavy plant and equipment that over the coming months will, also the Garbage kerb side truck is very bad in need of upgrade, so this will also make a serious dent in the approved amount
Diagnostic Computer Reader for all vehicles	DERS	0440-4500-0001	-	30,000		This item can be purchased reasonably quickly
TOTAL OTHER			494,552	1,636,500	-	

Environment Management	PM	Job Cost	Actuals	Budget	Grants/Other	Comments
Reserves Fencing	DERS	0430-3300-0000	40,661			
McKinlay Reserve	DERS	0430-3300-0010	-	15,000		Commencement date TBA
Nelia Reserve	DERS	0430-3300-0011	1,666	30,500		Completed. Costs booked to incorrect number, transfer will be completed and displayed next month.
Kynuna River Paddock	DERS	0430-3300-0012	2,849	15,000		Committed order \$13,772.72
Kynuna Racecourse Paddock	DERS	0430-3300-0013	-	15,000		Commencement date TBA
Julia Creek Dump Paddock (Wiles)	DERS	0430-3300-0014	-	5,000		Commencement date TBA
Reserve Water Upgrade and Poly Tanks	DERS					
McKinlay Reserve	DERS	0430-3300-0015	13,042	40,000		Committed Orders \$19,073.26 - Pipeline pegged, further works commencement date TBA
Kynuna Reserve	DERS	0430-3300-0016	-	40,000		Commencement date TBA
DIP Paddock	DERS	0430-3300-0017	-	40,000		Commencement date TBA
TOTAL ENVIRONMENT MANAGEMENT			\$ 40,661	200,500	\$ -	

Community Services & Facilities

Buildings & Other Structures	PM	Job Cost	Actuals	Budget	Grants/Other	Comments
Caravan Park Landscaping and Bath Houses	DCCS	0430-2290-0007	5,125	326,566.10	244,925	SNR Morgan engaged. Designs finalised.
Caravan Park replacement shed and concrete pad	DERS	0420-2600-0002	-	5,000.00		This project is on hold, pending cost re-evaluation of project costs
Bush Kitchen	DERS	0430-2294-0000	50,358	146,906.93		Delivered. Lanscaping completed. Connection and tanks to be installed this calendar year.
Innovation Hub	DCCS	0420-2190-Items	23,695	1,047,500.00	523,750	Committed Order \$141,751.07. Peak Services engaged to Project Manage and Procure Services. Lead Design Consultant engaged final design documentation estimated for early December 2019.
Duncan McIntyre Museum Renovation	DERS	0420-2300-0000	-	15,000.00		

Julia Creek Community Precinct Fit Out	DERS	0430-2010-0000	290,654	400,000.00	400,000	Committed Orders \$96,655.80 - Works is almost complete, it is envisaged that additional monies is required to bring this project to finality, approximate completion date before Christmas tree
McKinlay Community Shed	DCCS	0430-1000-0000	6,868	20,000.00	20,000	Committed Order \$5,201.50. – Contractor has completed works on the concrete extension between the shed and the tennis courts. Contractor is still yet to erect 2 x 9 meter awning to finalise this project.
Julia Creek SES/Museum extension	DERS	0420-2600-0006	-	10,000.00		fencing
Kev Bannah Oval Switchboard Upgrade	DERS	0420-2600-0007	-	12,000.00		Committed Order \$11,896 - Daniell (Fully Wired) has advised that he has submitted the works form with Ergon and is waiting on confirmation on available dates to do the change over which he believes will be completed by end of the month
McIntyre Park Switch board Upgrade	DERS	0430-2610-0001	-	10,500.00		Committed Order \$10,327 - Daniell (Fully Wired) has advised that he has submitted the works form with Ergon and is waiting on confirmation on available dates to do the change over which he believes will be completed by end of the month
McIntyre Park Power Pole Replacement	DERS	0430-2610-0002	-	5,000.00		Committed Order \$4,145.60 - This should be completed with the jobs above
McIntyre Park Arena Light	DERS	0430-2610-0003	24,348	25,000.00		Completed
McKinlay SES Project	DERS	0420-2760-0000	12,341	59,800.00	59,800	Items for the fitout have been ordered and some already received with Council staff installing these. Plumbing to be finalised when installation of sink and benches arrive. The sealing works in front of the Emergency Shed will be done to create a all weather access when there is a sealing crew next in McKinlay. This approval has been granted by Main Roads and also the signage for discourage parking across the driveway.
Julia Creek Swimming Pool Perimeter Fence	DERS	0420-2600-0017	41,857	60,000.00		Completed
John McKinlay Statue	DCCS	0430-3120-0000	-	6,000.00		Incomplete
Land Purchase	DCCS	0410-2000-0003	-	30,000.00		Incomplete
Kev Bannah Oval Grandstand	DERS	0420-2600-0008	-	110,000.00	66,000	Committed order \$459.10 - Due to being unable to secure funding, restorations works is now on hold, Greg Lonsdale Senior has been commissioned to ‘make safe as much as practical’ the stand – this monies can be utilised on the Kynuna water tank upgrade
Daren Ginns Gym Extension	DCCS	0420-2620-0000	18,436	187,500.00	150,000	Committed Order \$1,515. Peak Services engaged to Project Manage and Procure Services. Construction Contractor Engaged with works to commence at the beginning of December 2019.
TOTAL COMMUNITY BUILDINGS & OTHER STRUCTURES			473,682	2,476,773	1,464,475	

Parks & Gardens

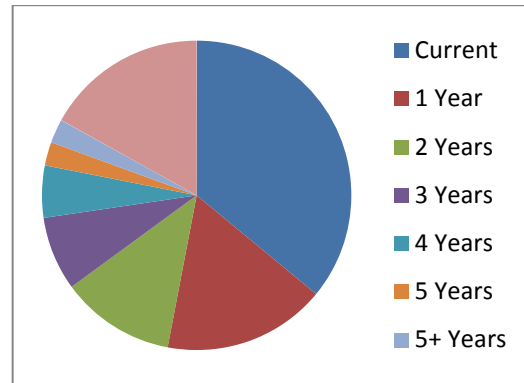
Lions Park - Fencing	DERS	0430-2700-0002	-	30,000	10,000	
McKinlay Garden Beds Middleton Street	DERS	0430-2700-0003	8,952	50,000		Waiting for trees from Corrina to be supplied.
McKinlay Centenary Park Upgrading septic tank	DERS	0430-2700-0004	-	8,000		Quotes have been requested for plumbing work. Septic tank onsite.
Julia Creek Silt Removal	DERS	0430-2700-0013	-	30,000		Most of the silt is removed.
Kynuna Toilet Block - Kynuna septic tank and disposable to be deigned after block has been completed						Committed Orders \$6,692.62 - Waiting for transport of the toilet block from Julia Creek to Kynuna.
Solar power for the Kynuna toilets (0420-2600-0013)	DERS	0420-2600-0013	29,269	55,668		
Kynuna Park project, Shed pad and gravel	DERS	0430-2700-0007	2,124	48,719		Concrete pad down and shade structure is on site, not erected yet.

Julia Creek Dog Park	DERS	0430-2700-0001	39,796	50,000		Committed orders \$1,848.30 - Majority of project is complete, some finishing touches still need to be complete such as growing lawn.
Toilet Block - Truck Park Julia Creek	DERS	0430-2700-0011	39,754	60,000		Committed Orders \$39,753.6
Julia Creek Cemetary - Toilet	DERS	0430-2700-0012	-	25,000		Toilet block is onsite, just working out where to put it.
Julia Creek Cemetary - Irrigation Upgrade	DERS	0430-2700-0005	-	45,000		
TOTAL PARKS & GARDENS			119,895	402,387	10,000	
Council Housing						
3 Coyne Street, Julia Creek	DERS	0420-2610-0005	-	20,000		Drawings are being submitted to builders for quotes
Airport Residence - bathroom	DERS	0420-2610-0011	-	12,000		Drawings are being submitted to builders for quotes
Netterfield Residence		0420-2610-0012	13,024	15,000		
TOTAL COUNCIL HOUSING			13,024	47,000	0	
Corporate Services	PM	Job Cost	Actuals	Budget	Grants/Other	Comments
Buildings & Other Structures						
McKinlay Dept Accommodation	DERS	0420-4100-0004	49,904	51,700	80,000	Committed order \$503.74. ETA 15 November 2019
McKinlay Depot septic tank replacement	DERS	0420-4100-0005	10,730	12,000		
TOTAL CORPORATE BUILDINGS & OTHER STRUCTURES			60,634	63,700	80,000	
Other						
Office Equipment - Replacemnt of furniture, IT equipment, software and other	DCCS	7180-4100-0002	-	30,000		Committed Order \$2,882.50 - Purchases being made as requested.
TOTAL OTHER			\$ -	30,000	-	
Economic Development	PM	Job Cost	Actuals	Budget	Grants/Other	Comments
Julia Creek Livestock Facility	DERS	0430-3235-0004	-	25,000		Commencement date TBA
Julia Creek Livestock Facility - Amenities	DERS	0430-3235-0001	-	25,000		Commencement date TBA
Julia Creek Dip & Yards Facility	DERS	0430-3235-0002	-	400,000	200,000	In progress
TOTAL ECONOMIC DEVELOPMENT			-	450,000	200,000	
TOTAL			1,941,862	\$ 14,244,797	\$ 9,404,862	



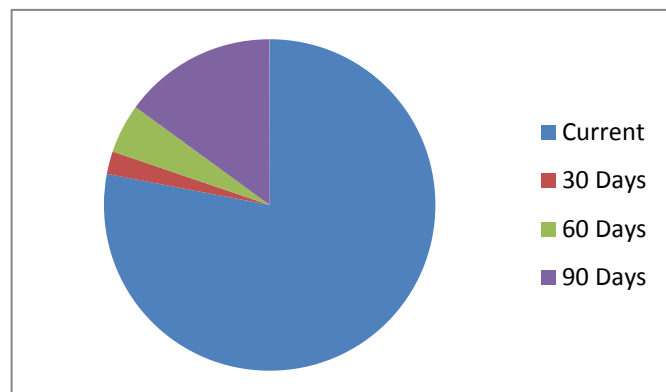
Outstanding Rates

	Nov-19	Oct-19
Current	48,046	75,429
1 Year	34,023	35,674
2 Years	23,894	25,067
3 Years	15,866	16,140
4 Years	7,234	11,434
5 Years	5,139	5,139
5+ Years	5,246	5,246
Interest	35,175	35,502
Total	174,623	209,631



Outstanding Debtors

Total	124,529.70
Current	97,130.33
30 Days	2,764.01
60 Days	5,997.17
90 Days	18,638.19



Consultation:

- Director of Corporate and Community Services

Legal Implications:

Policy Implications:

Financial and Resource Implications:

InfoXpert Document ID:

109037



9.0 CHIEF EXECUTIVE OFFICER



CONFIDENTIAL

9.1 Subject: T1819005 – Julia Creek Artesian Bath Houses & Landscaping – CEO Confirmation
Attachments: Nil
Author: Chief Executive Officer
Date: 1st December 2019

Confidentiality:

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

Executive Summary:

The Chief Executive Officer refers to Resolution No. 075/1920 – “Council resolves to authorise the CEO or his appointed delegate to renegotiation with responding Tenderers, in accordance with the ‘Principal’s rights after Tenders received’ contained within the Tender documents.”

CEO is seeking clarification that Council accepts the engagement of SNR Morgan for the supply of Tender 1819005 – Julia Creek Artesian Bath Houses & Landscaping Project for the sum of \$338,037 excluding GST.

Recommendation:

Council confirms the engagement of SNR Morgan for the supply of Tender 1819005 – Julia Creek Artesian Bath Houses & Landscaping Project for the sum of \$338,037 excluding GST.

Background:

At the 27th August 2019 Ordinary Meeting of Council, a late report was brought regarding Tender 1819005 – Julia Creek Artesian Bath Houses & Landscaping Project. Council had released this tender for the purpose of obtaining:

- two additional Artesian Bath Houses,
- 4000 square metres of landscaped gardens,
- pathways,
- and a covered timber deck area and the supply and installation of all service connections to make the area functional;

all conforming to the concept design supplied by Council.

However, at this time, Council had received three (3) tender returns, and each return had exceeded the projects estimated funding levels.

Resolution of this meeting: *Resolution No. 075/1920 – “Council resolves to authorise the CEO or his appointed delegate to renegotiation with responding Tenderers, in accordance with the ‘Principal’s rights after Tenders received’ contained within the Tender documents.”*

At the 1st October 2019 Briefing Meeting, it was noted that out of the three (3) tenderers that submitted, two (2) of them had dropped out after attempted negotiations with Council staff. The briefing report regarding T1819005 also stated, “The Council’s CEO instructed the Project and Asset Manager, as the Superintendent of the contract in the presence of the Director of Engineering, to engage the last remaining Tender being SNR Morgan for Tender 1819005 – Julia Creek Artesian Bath Houses & Landscaping Project for the sum of \$338,037 excluding GST.”



Ordinary Meeting of Council Tuesday, 10th December 2019

The report that was brought to the 21st October 2019 Ordinary Meeting of Council noted, “Under his delegation, the CEO has accepted a tender for T1819005. In Council Briefing, the original plans for the accepted Tender, SNR Morgan, were critiqued to get an updated Concept Design.”
The latest designs, including a file note that broke down the costs of the full \$338,037, were tabled at the meeting.

Resolution of this meeting: *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.”*

Comments:

Chief Executive Officer is seeking clarification and confirmation of his delegation to have accepted SNR Morgan’s Tender for T1819005.

Consultation:

Chief Executive Officer

Legislative:

Local Government Regulation 2012

Policy Implications:

Nil

Financial and Resource Implications:

Nil

InfoXpert Document ID:

109038



Ordinary Meeting of Council Tuesday, 10th December 2019

9.2 Subject: Council Meeting Dates 2020

Attachments: Public Notice of 2020 Council Meeting Dates (*InfoXpert ID: 109039*)

Author: Executive Assistant

Date: 1st December 2019

Executive Summary:

In accordance with *Section 277 (1) of the Local Government Regulation 2012* Council must “*at least once in each year, publish a notice of the days and times when- (a) its ordinary meetings will be held;*”. This report is prepared for council to confirm the meeting dates for 2020.

Meetings will be held in the Julia Creek Civic Centre Boardroom, 29 Burke Street Julia Creek QLD 4823. All meetings will commence at 9:00am, unless otherwise notified.

The proposed dates for Briefing and Ordinary Meetings of Council for 2020 are as follows:

BRIEFING MEETINGS

Tuesday 7th January 2020
Tuesday 4th February 2020
Tuesday 3rd March 2020
Tuesday 7th April 2020
Tuesday 5th May 2020
Tuesday 2nd June 2020
Tuesday 7th July 2020
Tuesday 4th August 2020
Tuesday 1st September 2020
Tuesday 6th October 2020
Tuesday 3rd November 2020
Tuesday 1st December 2020

ORDINARY MEETINGS OF COUNCIL

Tuesday 21st January 2020
Tuesday 18th February 2020
Tuesday 17th March 2020
Tuesday 21st April 2020
Tuesday 19th May 2020
Tuesday 16th June 2020
Tuesday 21st July 2020
Tuesday 18th August 2020
Tuesday 15th September 2020
Tuesday 20th October 2020
Tuesday 17th November 2020
Tuesday 15th December 2020

Recommendation:

Council confirms that the Ordinary Meetings of Council will be held on a monthly basis and generally on the third Tuesday of the month. The dates of the 2020 Ordinary Meetings of Council will be:

Background:

Council resolved, post the 2016 elections, to hold Ordinary Council Meetings on a monthly basis and that the meetings would be held on the third Tuesday of the month. In addition, Council have also incorporated a Briefing Meeting each month which is generally held the first Tuesday of the month. Below are the meeting dates as per the above schedule.



Ordinary Meeting of Council Tuesday, 10th December 2019

BRIEFING MEETINGS

Tuesday 7th January 2020
Tuesday 4th February 2020
Tuesday 3rd March 2020
Tuesday 7th April 2020
Tuesday 5th May 2020
Tuesday 2nd June 2020
Tuesday 7th July 2020
Tuesday 4th August 2020
Tuesday 1st September 2020
Tuesday 6th October 2020
Tuesday 3rd November 2020
Tuesday 1st December 2020

ORDINARY MEETINGS OF COUNCIL

Tuesday 21st January 2020
Tuesday 18th February 2020
Tuesday 17th March 2020
Tuesday 21st April 2020
Tuesday 19th May 2020
Tuesday 16th June 2020
Tuesday 21st July 2020
Tuesday 18th August 2020
Tuesday 15th September 2020
Tuesday 20th October 2020
Tuesday 17th November 2020
Tuesday 15th December 2020

Comments:

Nil

Consultation:

Chief Executive Officer

Legislative:

Nil

Policy Implications:

Nil

Financial and Resource Implications:

Nil

InfoXpert Document ID:

109040

PUBLIC NOTICE

NOTICE OF 2020 COUNCIL MEETING DATES

The McKinlay Shire Councils Meetings are held on the third Tuesday of each Month, at 9:00am in Council Chambers which is located on the ground floor of the Administration Building 29 Burke Street, Julia Creek. Members of the Public are welcome to attend.

Scheduled meetings will be held on the following dates for the calendar year:

Ordinary Meeting Dates

Tuesday	21 st January 2020
Tuesday	18 th February 2020
Tuesday	17 th March 2020
Tuesday	21 st April 2020
Tuesday	19 th May 2020
Tuesday	16 th June 2020
Tuesday	21 st July 2020
Tuesday	18 th August 2020
Tuesday	15 th September 2020
Tuesday	20 th October 2020
Tuesday	17 th November 2020
Tuesday	15 th December 2020

Des Niesler
Chief Executive Officer



10. WORKPLACE HEALTH AND SAFETY

Workplace Health, Safety and Risk Report

DATE; 3 December 2019		<input checked="" type="checkbox"/> Monthly	<input type="checkbox"/> Quarterly	<input type="checkbox"/> Yearly	<input type="checkbox"/> Two Yearly
November 2019					
Objectives of WH&S Management System Plan 2019-2021					
<ol style="list-style-type: none"> 1. Comply with the intent of the Workplace Health and Safety Act 2011 in preventing a persons death, injury or illness being caused by a workplace, by a relevant workplace area, by work activities, or by plant or substances for use at a workplace 2. Contribute to a Management framework that allows all work areas to manage WH&S in a preventative way; 3. Ensure that WH&S is an integral part of effective business practice; and 4. Clearly state the principles for managing WH&S and how the organisation is expected to perform in accordance with legislative requirements <p><i>The primary objective is to provide a structured methodology to conduct all WH&S matters over an annual cycle.</i></p> <ol style="list-style-type: none"> 5. McKinlay Shire Council (MSC) Management team have identified the top 5 work health and safety risks to Council for 2019 and will be reviewed annually. These are:- <ul style="list-style-type: none"> • Verification of Competency (VOC) • Contractor Management <ul style="list-style-type: none"> - Sitepass is up and running. • Risk Management • Fit for work • Plant Risk Management 					
New Projects -					
<i>WHS Officer is currently trialling a new system called SkyTrust (recommended by JLTA) which will help manage WHS in terms of Contractor management, Risk Management (SWMS & JSEA's) WHS procedures, Audits/Inspections. There is a free 3 month trial for this program. Recommendation before the end of this trial will be made as to whether to proceed with the program, this will likely replace Sitepass/E3Learning at a significant saving.</i>					
Quarterly KPI's		Measurement / Score	Detail / Information		
80% of completed items indicated in QAP's		79%	Figure is ongoing. See QAP's, Per Quarter and accumulative tally		
20% of carry over items indicated in QAP's		Added to RAP			
Quarterly KPI's		Measurement / Score	Detail / Information		
Progressive Statistics as above		✓	See QAP's Table following on P3 of this Report, Per month and accumulative tally		
Progressive incidents, LTI's and days lost over the year;		✓	Incident and Event Statistical information collated on P4 of this Report, Per month and accumulative tally		
Progressive lost time frequency and duration rates compared to the scheme		✓	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
Yearly KPI's	Measurement / Score	Detail / Information
Progressive monthly statistics as above	✓	See QAP's Table following on P3 of this Report, Per month and accumulative tally
Progressive incidents, LTI's and days lost over the year;	✓	Incident and Event Statistical information collated on P4 of this Report, Per month and accumulative tally
Progressive lost time frequency and duration rates compared to the scheme	✓	LGMS Dashboard Information, P4 of Report
Progressive costs of claims over the year;	✓	LGMS Dashboard Information, P4 of Report
Hazard inspections completed as per the Hazard Inspection Matrix	✓	See Hazard Inspection Table on P3
Results of Internal WH&S Management System Audit or the WHSA Annual Assessment Report	November 2019	To Schedule 2019 - Is currently in progress – all requirements for the audit have been put together and put onto a USB drive and posted to JLTA. Results are pending. Email from John Egan 28/08/19 indicates that this will only be completed after next Region WHS meeting in November.
Two (2) Yearly	Measurement / Score	Detail / Information
Progressive Monthly and 3 monthly statistics as above	✓	See the following tables for statistical outcomes.
Results of an external WHS Management Systems Audit or the WHSA's Annual Assessment Report	50%	
Results of the overall, two yearly injury trend analysis	N/a	Ongoing statistical information following
Additional Objectives (WH&S Management System Plan 2019 / 2021)	Measurement / Score	Detail / Information
Sufficient resources trained to conduct SafePlan's Internal WHS Management Systems Auditing.	TBC	JLTA is completing current audit, will look to complete this if necessary.
The audit report will be accompanied by a Rectification Action Plan (RAP) that will be forwarded to the CEO, Senior Management and then to the WHS Committee for discussion.	✓	
Actions Register; number of actions outstanding	✓	See the Actions Register Table at P3
Training / Information completed as per 'Matrix for T5 Papers' / mapped training E3 LMS.	✓	In process of change over of systems, See Compliance training table at P3
Prestarts and Toolbox Meetings completed	✓	See Table at P3 for Consultation completions

Key Outcomes

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

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

Reference;

MSC WHS Safety Management System Plan 2019-2021
 Procedure, Performance Measures, April 2015 and
 Procedure, WH&S Incentives and Awards, March 2014

Compliance Training

As per MSC WHS Safety Management System Plan 2019-2021

E3Learning has been mostly abandoned at this point with only the ELC Staff still completing it.

Below shows the percentage of completion for each area (Corporate & Community only started Take 5's this last month). Contractor's percentages are based upon all those that have completed Take 5's in the last 4 months, so of these have left. Essentially all 3 major works crews completed the Take 5 WHS training.

Month	Corporate & Community	Works/Depot/P&G	Contractors
June		81%	50%
July		21%	29%
August		45%	62%
September	85%	83%	62%
October	70%	79%	79%
November	0% (WHSO was late in providing Take 5's)	10% (WHSO was late in providing Take 5's)	58% (Majority completed, this is due to change over in contractors)

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)

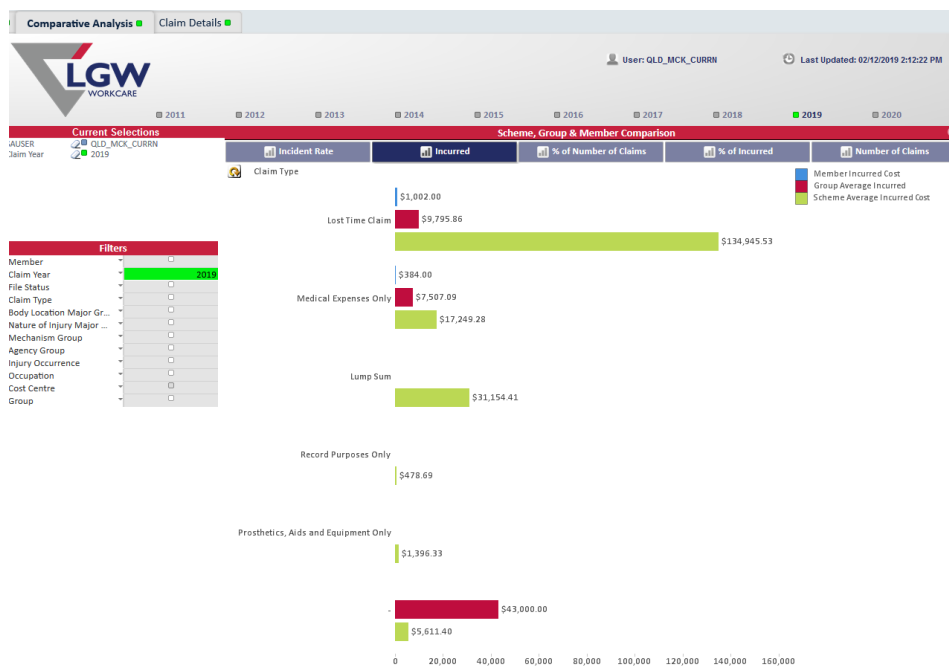
MONTH	Quarterly Action Plans (MAP's)						Audits / Hazard Inspections			Traffic Signage Checklist	WH&S Audits & Observ.	Consultation		Risk Management			Comments / Information
	#	Total	Close Out	Comp %	Target	Transferred to CAR	Sched	Complete	Not Comp			P/Start	T/box	JSEA's & SWMS's	Plant & Equip	Journey Plans	
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%	51	32	19	0	195	11	8			
Apr-Jun 19	12	12	10	83%	80%	2	17%	41	19	22	0	398	37	4			
Jul-Sep 19	12	12	11	92%	80%	1	8%	49	27	22	338	0	521	19	18		
Oct-Dec 19	12	12	9	75%	80%			30	13	17	246		357	22	16		24
Jan-Mar 20	17				80%												
Apr-Jun 20	12				80%												
Jul-Sep 20	11				80%												
Oct-Dec 20	11				80%												
Jan-Feb 21	15				80%												
Total 2018	133		53	79%	80%	80	21%	171	91	80	0	1543	90	50	0		

OUTSTANDING ACTIONS	Extreme Risk	High Risk	Moderate Risk	Low Risk	Details / Comments
Total 152	1	24	89	38	At 03/12/2019

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

LGW

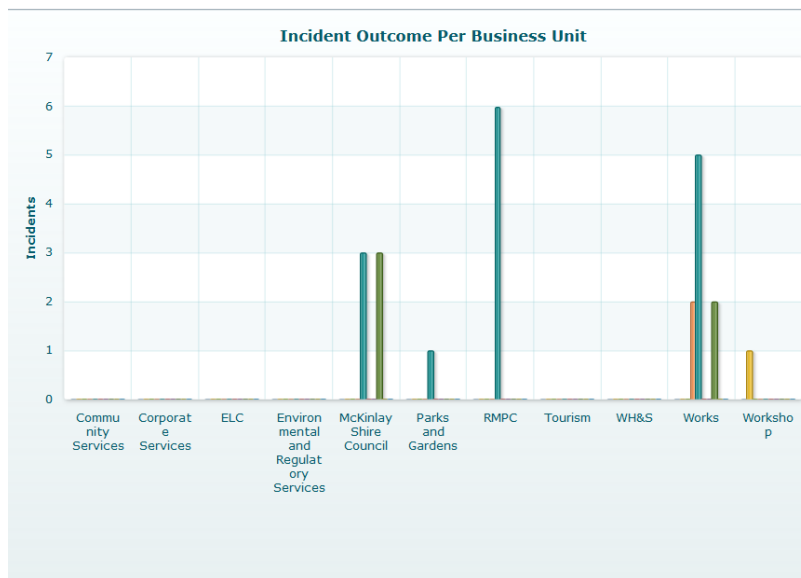
As at 3 December 2019;



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	Incl RRTW Days
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	3							3						
Dec-19	0													
Total 2019	21	0		0	0	1	0	8	0	1	0	11	0	0
2019														
Monday	3	14%			0600 to 1200	7	33%							
Tuesday	7	33%			1200 - 1600	10	48%							
Wednesday	4	19%			1600 - 0600	4	19%							
Thursday	5	24%			Unknown		0%							
Friday	1	5%												
Sat / Sun	1	5%												
	21	100%				21	100%							

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

Potential fatality incident occurred 25 November 2019. Investigation is still ongoing.



11. MEMBERS BUSINESS

12. CLOSE