

# Ordinary Meeting Agenda

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

Tuesday 11<sup>th</sup> December 2018, 9:00am

Notice is hereby given that an Ordinary Meeting will be held at the Council Chambers,  
Civic Centre, Julia Creek on 11<sup>th</sup> December 2018 at 9:00am.

## ORDER OF BUSINESS

### ORDER OF BUSINESS

1. Opening	3
2. Attendance	3
3. Confirmation of Minutes	3
Ordinary Meeting of Council – 20 <sup>th</sup> Nov 2018	4
Special Meeting of Council – 30 <sup>th</sup> Nov 2018	23
4. Business Arising out of minutes of previous Meetings	28
<b><u>5. ENGINEERING REPORT</u></b>	
5.1 Engineering Works Monthly Report	30
<b><u>6. ENVIRONMENTAL &amp; REGULATORY SERVICES REPORT</u></b>	
6.1 Environmental & Regulatory Services Monthly Report	34
6.2 Local Law Making Process	44
6.3 Local Laws - Delegation to conduct Public Interest Test	52
6.4 Endorsement of Draft Biosecurity Plan	55
<b><u>7. COMMUNITY SERVICES REPORT</u></b>	
7.1 Community Services Monthly Report	58
<b><u>8. CORPORATE SERVICES REPORT</u></b>	
8.1 Corporate Services Monthly Report	70
8.2 V1 Capital Works 2018-19	74
<b><u>9. CHIEF EXECUTIVE OFFICERS REPORT</u></b>	
9.1 2019 Council meeting Dates	78
9.2 CONFIDENTIAL – DPI Paddock	82
9.3 CEO Monthly Report	88
<b><u>10. WORKPLACE HEALTH AND SAFETY</u></b>	90
<b><u>11. MEMBERS BUSINESS</u></b>	95
<b><u>12. CLOSE</u></b>	95

## **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 Geoff Hatwell

Executive Assistant, Mrs Amy Tinning

### Other people in attendance:

### Apologies:

## **3. CONFIRMATION OF MINUTES**

That the Minutes of the Ordinary Meeting on 20<sup>th</sup> November 2018 be confirmed. (see page 4)



# MCKINLAY SHIRE COUNCIL

## ***UNCONFIRMED MINUTES***

OF THE

## **ORDINARY MEETING OF COUNCIL**

HELD AT THE

BOARDROOM, CIVIC CENTRE  
JULIA CREEK

**20<sup>th</sup> November 2018**

## ORDER OF BUSINESS

### ORDER OF BUSINESS

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

#### **5. ENGINEERING REPORT**

- 5.1 Engineering Works Monthly Report
- 5.2 Road Access to Lots 3 - 4, SP229752, Parish of Hilton
- 5.3 LATE/CONFIDENTIALREPORT Plant Hire Pre-qualified suppliers

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

- 6.1 Environmental & Regulatory Services Monthly Report
- 6.2 CONFIDENTIAL Development Application 2018\_06 – Vision Surveys (QLD) Pty Ltd on behalf of Marwill Pty Ltd
- 6.3 CONFIDENTIAL - T1819001 - Pre-Qualified Suppliers Goods and Services
- 6.4 Properly Made Submission Review Report – Proposed McKinlay Shire Planning Scheme
- 6.5 LATE REPORT Gidgery Creek Resilience Project

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

- 7.1 Community Services Monthly Report
- 7.2 Funding Support – Julia Creek Chaplaincy
- 7.3 Julia Creek Early Learning Centre Fees
- 7.4 Regional Arts Development Fund – Round One

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

- 8.1 Corporate Services Monthly Report
- 8.2 Audit Committee Meeting
- 8.3 Audit Committee Meeting

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

- 9.1 Annual Report 2017-18 Adoption

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

- 10.1 WHS Report

#### **11. MEMBERS BUSINESS**

#### **12. CLOSE**

## 1. OPENING BUSINESS

All Councillors having signed the Attendance Book, Mayor Belinda Murphy declared the meeting open at 9:00am.

## 2. ATTENDANCE

**Mayor:** Cr. B Murphy

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

**Staff:**

Chief Executive Officer Mr Des Niesler

Director of Engineering, Environmental & Regulatory Services Mr Geoff Hatwell

Executive Assistant, Mrs Amy Tinning

**Apologies:**

Nil

**Other people in attendance:**

Nil

## 3. DECLARATION OF CONFLICT OF INTEREST

**Cr. J Fegan**

1.I declare that I have a material personal interest in the matter of agenda items 5.2 as defined by section 175D of the Local Government Act 2009 as follows:

- a) I stand to gain a benefit or suffer a loss depending on the outcome of Councils consideration of this matter.
- b) I stand to gain a benefit or suffer a loss because my husband, Trevor Fegan and I own and reside at Lot 3, SP229752, Parish Hilton in item 5.2

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

2.I declare that I have a material personal interest in the matters of agenda items 6.2 and 6.3 as defined by section 175D of the Local Government Act 2009 as follows:

- a) I stand to gain a benefit or suffer a loss depending on the outcome of Councils consideration of this matter.
- b) I stand to gain a benefit or suffer a loss because I am one of the directors of Marwill Pty Ltd who have submitted the development application. My husband, Trevor Fegan and I also own the land (Lot 1 Fairway Drive) which the development has been proposed in item 6.2 and Marwill Pty Ltd has also submitted a tender for the Pre-Qualified Suppliers Goods and Services as per item 6.3.
- c) My relationship with Marwill Pty Ltd is that I am part owner and a director of the company.

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

3.I declare that I have a Material Personal Interest in the matter of Agenda Item 8.4 as defined by Section 175D of the Local Government Act 2009 as follows:

- a) My relationship with Marwill Pty Ltd is that I am part owner and a director of the company, who stands to gain a benefit or suffer a loss depending on the outcome of Councils consideration of this matter.

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

**Cr. B Murphy**

1.I declare that I have a Material Personal Interest in the matter of Agenda Item 5.2 as defined by Section 175D of the Local Government Act 2009 as follows:

- a) My spouse and myself are the owners of the block Lot 4 Yorkshire Road actually registered as 4 Fairway Drive
- b) We would stand to suffer a loss or gain pending the decision of Council
- c) The relationship is with both my husband and myself

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

2.I declare that I have a Material Personal Interest in the matter of Agenda Item 5.3 as defined by Section 175D of the Local Government Act 2009 as follows:

- a) My spouse Kevin Wayne Murphy is the sole director of KW Murphy Holdings Pty Ltd
- b) My spouse would stand to suffer a loss or gain pending the decision of council
- c) The relationship is with my husband and therefore directly impacts myself

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

3.I declare that I have a Material Personal Interest in the matter of Agenda Item 7.3 as defined by Section 175D of the Local Government Act 2009 as follows:

- a) My son Liam Murphy attends the centre full time
- b) My husband and I would suffer a loss or gain pending the decision of Council
- c) The relationship is myself and my husband

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

**Cr. P Curr**

1.I declare that I have a Material Personal Interest in the matter of Agenda Item 8.4 as defined by Section 175D of the Local Government Act 2009 as follows:

- a) I am a land owner of a property that has qualified to go into the ballot for the Power Pod project
- b) I would stand to suffer a loss or gain pending the decision of Council

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

**4.CONFIRMATION OF MINUTES**

Confirmation of Minutes of the Ordinary Meeting of Council held on 16<sup>th</sup> October 2018.

**RECOMMENDATION**

That the Minutes of the Ordinary Meeting of Council on 16<sup>th</sup> October 2018 be confirmed.

**Resolution No. 067/1819**

The Minutes of Ordinary Meeting of Council on 16<sup>th</sup> October 2018 are confirmed.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

## **BUSINESS ARISING FROM PREVIOUS MINUTES**

### **CEO Des Niesler:**

SES Shed / Funding - SES Port is only for a car or accommodation. At this point in time it does not seem logical to go ahead until arrangements are made for engagement of a local controller.

## **5. ENGINEERING SERVICES**

### **5.1 Engineering Works Report**

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

### **RECOMMENDATION**

That Council receives the October 2018 Engineering Works Report.

### **Resolution No. 068/1819**

Council receives the October 2018 Engineering Works Report.

Moved Cr. J Fegan

Seconded Cr. N Walker

CARRIED 5/0

**Attendance** - Cr. J Fegan & Cr. B Murphy having declared a material personal interest in the matter of agenda items 5.2 as defined by section 175D of the Local Government Act 2009, left the meeting room at 9:26am taking no part in the meeting or discussion.

### **5.2 Property access to Lots 3 and 4 Yorkshire Road**

Council previously resolved to seek consent to use the existing track on Queensland Rail land as part of the temporary access to Lots 2, 3 and 4 (on SP229753, Parish of Hilton) Yorkshire Road. Council also resolved that a further report be presented to Council on the cost to provide a permanent access to these properties. This report provides an update on this matter.

### **RECOMMENDATION**

That Council

1. Construct an all weather unsealed access from existing end of roadway in railway land to the driveway access points for Lots 2, 3 & 4 (on SP229753, Parish of Hilton) Yorkshire Road at the estimated cost of \$10,000;
2. Include for future budget consideration, the construction of a sealed roadway within the Yorkshire Road road corridor to the point of access for Lot 3 (on SP229753, Parish of Hilton) at the estimated cost of \$250,000;
3. Continue the licence with Queensland Rail for access over Part Lot 532 on SP104936 to allow road access to Lots 2, 3 and 4 Yorkshire Road until such time as the roadway is constructed within the road corridor.

### **Resolution No. 069/1819**

Council resolve to:

1. Construct an all weather unsealed access from existing end of roadway in railway land to the driveway access points for Lots 2, 3 & 4 (on SP229753, Parish of Hilton) Yorkshire Road at the estimated cost of \$10,000;
2. Include for future budget consideration, the construction of a sealed roadway within the Yorkshire Road road corridor to the point of access for Lot 3 (on SP229753, Parish of Hilton) at the estimated cost of \$250,000;
3. Continue the licence with Queensland Rail for access over Part Lot 532 on SP104936 to allow road access to Lots 2, 3 and 4 Yorkshire Road until such time as the roadway is constructed within the road corridor.

Moved Cr. S Royes

Seconded Cr. P Curr

CARRIED 3/0

**Attendance** – Cr. J Fegan re-entered the meeting room 9:36am.

### **5.3 CONFIDENTIAL – LATE REPORT – Pre-Qualified Suppliers – Plant Hire for 2019**

Report 5.3 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;*

#### **PROCEDURAL MOTION**

##### **Resolution No. 070/1819**

Council resolve that the meeting be closed to the public in accordance with section 275 1 (e) of the Local Government Regulation 2012 to discuss Item 5.3 which deals with Pre-Qualified Suppliers – Plant Hire for 2019.

Moved Cr. P Curr

Seconded Cr.J Fegan

CARRIED 4/0

The Ordinary Meeting of Council closed to the public at 9:37am.

McKinlay Shire Council released a tender for Pre-Qualified Suppliers for Plant Hire for the 2019 calendar year. The Tender evaluation process, conducted internally by an Assessment Panel including Council Officers and a Councillor, has provided an evaluation report with recommendation for Council consideration.

#### **RECOMMENDATION**

That Council accepts the Evaluation Report prepared by the Assessment Panel and resolves to endorse the suppliers and rankings for the Pre-Qualified Suppliers – Plant Hire as recommend within the report for the 2019 calendar year.

#### **PROCEDURAL MOTION**

##### **Resolution No. 071/1819**

Council resolves that the meeting be re-opened to the public.

Moved Cr. P Curr

Seconded Cr. S Royes

CARRIED 4/0

The Ordinary meeting of Council re-opened to the public at 10:12am.

##### **Resolution No. 072/1819**

Council accepts the Evaluation Report prepared by the Assessment Panel and resolves to endorse the suppliers and rankings for the Pre-Qualified Suppliers – Plant Hire as recommend within the report for the 2019 calendar year.

Moved Cr. P Curr

Seconded Cr. S Royes

CARRIED 4/0

**Attendance** – Cr. B Murphy re-entered the meeting room at 10:14am.

#### **5.4 CONFIDENTIAL – LATE REPORT – Gidgery Creek Stage 2 Resilience Project**

Report 5.4 is CONFIDENTIAL in accordance with *Section 275 1(g) 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 (g) any actions to be taken by the local government under the Planning Act, including deciding applications made to it under that Act

#### **PROCEDURAL MOTION**

##### **Resolution No. 073/1819**

Council resolve that the meeting be closed to the public in accordance with section 275 1 (g) of the Local Government Regulation 2012 to discuss Item 5.4 which deals with Gidgery Creek Stage 2 Resilience Project.

Moved Cr. N Walker.

Seconded Cr. J Fegan

CARRIED 5/0

The Ordinary Meeting of Council closed to the public at 10:15am.

Gidgery Creek Stage 2 works are part of the Natural Disaster Resilience Program (NDRP) funding arrangement which is managed through Queensland Reconstruction Authority (QRA).

AECOM have provided a tender report for select tender T1819003 with a recommendation for Council's consideration.

#### **RECOMMENDATION**

That Council accepts AECOM's tender report and recommendations that,

- 1) Council award this contract to S Gabbert for the tendered amount of \$207,964.42 (excluding GST);
- 2) AECOM undertake the Project / Construction Management aspects of this project including the preparation of the final report to QRA.

#### **PROCEDURAL MOTION**

##### **Resolution No. 074/1819**

Council resolves that the meeting be re-opened to the public.

Moved Cr. S Royes

Seconded Cr. J Fegan

CARRIED 5/0

The Ordinary meeting of Council re-opened to the public at 10:19am.

##### **Resolution No. 074/1819**

Council accepts AECOM's tender report and recommendations that,

- 1) Council award this contract to S Gabbert for the tendered amount of \$207,964.42 (excluding GST);
- 2) AECOM undertake the Project / Construction Management aspects of this project including the preparation of the final report to QRA.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

## 6. ENVIRONMENTAL AND REGULATORY SERVICE REPORT

### 6.1 Environmental and Regulatory Services Report – October 2018

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

**Attendance** – Cr. P Curr left the meeting room at 10:29am.

**Attendance** – Cr. P Curr re-entered the meeting room at 10:32am.

#### **RECOMMENDATION**

That Council receives the October 2018 Environmental and Regulatory Services Report.

#### **Resolution No. 075/1819**

Council receives the October 2018 Environmental and Regulatory Services Report.

Moved Cr. N Walker

Seconded Cr. J Fegan

CARRIED 5/0

**Attendance** - Cr. J Fegan left the meeting room having declared a material personal interest in the matter of agenda items 6.2 as defined by section 175D of the Local Government Act 2009, left the meeting room at 10:36am taking no part in the meeting or discussion.

### 6.2 CONFIDENTIAL Development Application 2018\_06 – Vision Surveys (QLD) Pty Ltd on behalf of Marwill Pty Ltd

Report 6.2 is CONFIDENTIAL in accordance with *Section 275 1(g) 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 *(g) any actions to be taken by the local government under the Planning Act, including deciding applications made to it under that Act*

#### **PROCEDURAL MOTION**

#### **Resolution No. 076/1819**

Council resolve that the meeting be closed to the public in accordance with section 275 1 (g) of the Local Government Regulation 2012 to discuss Item 6.2 which deals with a Development Application.

Moved Cr. N Walker

Seconded Cr. P Curr

CARRIED 4/0

The Ordinary Meeting of Council closed to the public at 10:36am.

This report makes recommendation to Council for the approval for a Material Change of Use Impact Assesable Development for a Accommodation Building (Workers Accommodation) on land described as Lot 1 on SP229752 also known as Fairway Drive, Julia Creek subject to reasonable and relevant conditions.

#### **RECOMMENDATION**

That Council in accordance with the Planning Act 2016 notify the applicant that their application for a Impact Assessable Development Permit for a accommodation building (workers accommodation) at Fairway Drive also known as Lot 1 on SP229752, Julia Creek be approved subject to the schedule of conditions detailed below.

## **Decision Statement of Reasons**

Planning Act 2016 & Planning Regulation 2017

This statement is prepared in accordance with s63(5) of the Planning Act 2016 to identify the relevant parts of the McKinlay Shire Planning Scheme and Assessment Benchmarks against which the assessment manager has assessed the development application.

### **Reasons for the Decision**

Subject to the imposition of the development conditions outlined in this Decision Notice, the proposed development is able to comply with the following applicable Assessment Benchmarks against which the development application was assessed.

Applicable Assessment Benchmarks:

- Planning Act 2016
- Planning Regulation 2017
- State Planning Policy
- McKinlay Shire Planning Scheme 2005
- Desired Environmental Outcomes
- Industry Zone Code

### **SCHEDULE OF CONDITIONS**

Impact Assessable Material Change of Use  
Development Permit

Assessment Manager Conditions of Approval

#### **General**

1. Development is to be undertaken generally in accordance with the approved plans, except where conditions of approval dictate otherwise.
2. The proposed development is to comply with all conditions of approval prior to commencement of use, unless stated otherwise.
3. The developer shall bear the cost of all alterations necessary to public utility mains, services or installations necessitated by this approval with all works being undertaken to Council standard.

#### **Landscaping**

4. The developer shall install landscaping to the southern property boundary for the full length of the area of development (approximately 30m). This planting is to be limited to the tree species identified in Schedule 4 of the planning scheme and spaced at even 3m intervals, or as otherwise agreed to by Council.

#### **Infrastructure**

5. The development is to be connected and serviced by the existing reticulated water, sewer, telecommunications and electricity services.
6. The site is to be designed so as to discharge stormwater to a road reserve as the lawful point of discharge, or an alternate point as agreed to in writing by Council. The development is not to result in ponding of stormwater or additional stormwater flow onto adjoining properties.

#### **Parking and Access**

7. The development is to provide a minimum of one (1) parking space for every two (2) accommodation units.
8. Car parking and parking areas are to be designed in accordance with AS2890.1 – Parking facilities: Off Street Carparking other than the car park widths which are to be 2.7m.
9. Parking is to be designed in accordance with AS1428 – Design for Access and Mobility.
10. Car parking areas are to be sealed, unless otherwise agreed to.

### **Health and Safety**

11. Equipment and machinery is to be stored within appropriately covered storage areas. Covered storage areas being any fixed structure which is either wholly or partly enclosed by walls and which is roofed.
12. Waste storage and outdoor storage areas are to be screened from public view and located no less than 5m from a site boundary.

### **Advice**

1. Council would like to advise the applicant that provisions of the Aboriginal Cultural Heritage Act 2003 and the Queensland Heritage Act 1992 may apply to this development.
2. The developer/owner must demonstrate compliance with all conditions of approval prior to obtaining a certificate of classification for the use of any new buildings.
3. The developer may still require approval for plumbing and drainage works, building works or other works under other relevant legislation prior to commencement of works.

### **PROCEDURAL MOTION**

#### **Resolution No. 077/1819**

Council resolve that the meeting be closed to the public

Moved Cr. S Royes

Seconded Cr. N Walker

CARRIED 4/0

The Ordinary Meeting of Council re-opened to the public at 10:45am.

#### **Resolution No. 078/1819**

That Council in accordance with the Planning Act 2016 notify the applicant that their application for a Impact Assessable Development Permit for a accommodation building (workers accommodation) at Fairway Drive also known as Lot 1 on SP229752, Julia Creek be approved subject to the schedule of conditions detailed below.

Decision Statement of Reasons

Planning Act 2016 & Planning Regulation 2017

This statement is prepared in accordance with s63(5) of the Planning Act 2016 to identify the relevant parts of the McKinlay Shire Planning Scheme and Assessment Benchmarks against which the assessment manager has assessed the development application.

Reasons for the Decision

Subject to the imposition of the development conditions outlined in this Decision Notice, the proposed development is able to comply with the following applicable Assessment Benchmarks against which the development application was assessed.

Applicable Assessment Benchmarks:

- Planning Act 2016
- Planning Regulation 2017
- State Planning Policy
- McKinlay Shire Planning Scheme 2005
- Desired Environmental Outcomes
- Industry Zone Code

SCHEDULE OF CONDITIONS

Impact Assessable Material Change of Use

Development Permit

Assessment Manager Conditions of Approval

General

1. Development is to be undertaken generally in accordance with the approved plans, except where conditions of approval dictate otherwise.
2. The proposed development is to comply with all conditions of approval prior to commencement of use, unless stated otherwise.
3. The developer shall bear the cost of all alterations necessary to public utility mains, services or installations necessitated by this approval with all works being undertaken to Council standard.

Landscaping

4. The developer shall install landscaping to the southern property boundary for the full length of the area of development (approximately 30m). This planting is to be limited to the tree species identified in Schedule 4 of the planning scheme and spaced at even 3m intervals, or as otherwise agreed to by Council.

Infrastructure

5. The development is to be connected and serviced by the existing reticulated water, sewer, telecommunications and electricity services.
6. The site is to be designed so as to discharge stormwater to a road reserve as the lawful point of discharge, or an alternate point as agreed to in writing by Council. The development is not to result in ponding of stormwater or additional stormwater flow onto adjoining properties.

Parking and Access

7. The development is to provide a minimum of one (1) parking space for every two (2) accommodation units.

8. Car parking and parking areas are to be designed in accordance with AS2890.1 – Parking facilities: Off Street Carparking other than the car park widths which are to be 2.7m.

9. Parking is to be designed in accordance with AS1428 – Design for Access and Mobility.

10. Car parking areas are to be sealed, unless otherwise agreed to.

#### Health and Safety

11. Equipment and machinery is to be stored within appropriately covered storage areas. Covered storage areas being any fixed structure which is either wholly or partly enclosed by walls and which is roofed.

12. Waste storage and outdoor storage areas are to be screened from public view and located no less than 5m from a site boundary.

#### Advice

1. Council would like to advise the applicant that provisions of the Aboriginal Cultural Heritage Act 2003 and the Queensland Heritage Act 1992 may apply to this development.

2. The developer/owner must demonstrate compliance with all conditions of approval prior to obtaining a certificate of classification for the use of any new buildings.

3. The developer may still require approval for plumbing and drainage works, building works or other works under other relevant legislation prior to commencement of works.

Moved Cr. N Walker

Seconded Cr. S Royes

CARRIED 4/0

### 6.3 CONFIDENTIAL T1819001 – Register of Pre-Qualified Suppliers for Goods and Services

#### PROCEDURAL MOTION

##### **Resolution No. 079/1819**

Council resolve that the meeting be closed to the public 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*.

Moved Cr. S Royes

Seconded Cr. N Walker

CARRIED 4/0

The Ordinary Meeting of Council closed to the public at 10:46am.

Council has advertised for Pre-Qualified Suppliers for Goods and Services by way of tender for the period of 1<sup>st</sup> January 2019 to 31<sup>st</sup> December 2019. Submissions were assessed on the weighting criteria listed in the tender documentation. Results are listed in Table 1.

## **RECOMMENDATION**

That Council receives the Register of Pre-qualified Suppliers for Goods and Services report and accept the prequalified suppliers as listed.

**TABLE 1 - Register of Pre-Qualified Suppliers for Goods and Services**

<b>SERVICE AREA</b>	<b>SUPPLIER</b>	<b>RANK</b>
BUILDING	S.N.GABBERT CONSTRUCTIONS PTY LTD	1
ELECTRICAL	FULLY WIRED PTY LTD	1
	MARWILL	2
PLUMBING	CRAWFORD PLUMBING	1
	ORIGIN ENERGY	2
PAINTING	AJ & RJ CRAWFORD	1
CONCRETING WORKS	S.N. GABBERT CONSTRUCTIONS PTY LTD	1
	FULLY WIRED (SUPPLY ONLY)	1
FIRE EXTINGUISHERS	NO SUBMISSIONS	
AIRCONDITIONER CLEANING AND MAINTENANCE	FULLY WIRED	1
	MARWILL PTY LTD	2
	HYDROKLEEN	3
PEST CONTROL	OUTBACK PEST CONTROL (NORTHWEST) PTY LTD	1
TYRES AND TUBES	ROBBIES TYRES	1
	MARWILL PTY LTD	2
CATERING	CORRINAS GODIERS	1
	GODIERS	2
WEED SPRAYING	MACARONI CONTRACTING	1
YARD MAINTENANCE	GABBERT HOLDINGS PTY LTD T/A NORMS MOWING AND YARD CARE	1
POOL CHEMICALS	JULIA CREEK HARDWARE	1
	MARWILL PTY LTD	2
	FULLY WIRED PTY LTD	3

## **PROCEDURAL MOTION**

### **Resolution No. 080/1819**

Council resolve that the meeting re-open to the public

Moved Cr. N Walker

Seconded Cr. P Curr

CARRIED 4/0

The Ordinary Meeting of Council re-opened to the public at 11:17am.

### **Resolution No. 081/1819**

Council receives the Register of Pre-qualified Suppliers for Goods and Services report and accept the prequalified suppliers as listed.

**TABLE 1 - Register of Pre-Qualified Suppliers for Goods and Services**

<b>SERVICE AREA</b>	<b>SUPPLIER</b>	<b>RANK</b>
BUILDING	S.N.GABBERT CONSTRUCTIONS PTY LTD	1
ELECTRICAL	FULLY WIRED PTY LTD	1
	MARWILL	2
PLUMBING	CRAWFORD PLUMBING	1
	ORIGIN ENERGY	2
PAINTING	AJ & RJ CRAWFORD	1
CONCRETING WORKS	S.N. GABBERT CONSTRUCTIONS PTY LTD	1
	FULLY WIRED (SUPPLY ONLY)	1
FIRE EXTINGUISHERS	NO SUBMISSIONS	
AIRCONDITIONER CLEANING AND MAINTENANCE	FULLY WIRED	1
	MARWILL PTY LTD	2
	HYDROKLEEN	3
PEST CONTROL	OUTBACK PEST CONTROL (NORTHWEST) PTY LTD	1
TYRES AND TUBES	ROBBIES TYRES	1
	MARWILL PTY LTD	2
CATERING	CORRINAS	1
	GODIERS	2
WEED SPRAYING	MACARONI CONTRACTING	1
YARD MAINTENANCE	GABBERT HOLDINGS PTY LTD T/A NORMS MOWING AND YARD CARE	1
POOL CHEMICALS	JULIA CREEK HARDWARE	1
	MARWILL PTY LTD	2
	FULLY WIRED PTY LTD	3

Moved Cr. N Walker

Seconded Cr. P Curr

CARRIED 4/0

**Adjournment** – Ordinary Meeting of Council adjourned for morning tea at 11:15am.

**Adjournment** – Ordinary Meeting of Council re-commenced at 11:30am.

**Attendance** – Environmental & Regulatory Services Team Leader, Megan Pellow entered the meeting room at 11:34am.

#### **6.4 Properly Made Submission Review Report – Proposed McKinlay Shire Planning Scheme**

Public Consultation was conducted on the Draft Planning Scheme from 10 September 2018 through until 5 November 2018.

Seven (7) properly made submissions were received. A submission review report is attached addressing all the matters that were raised in the submissions.

#### **RECOMMENDATION:**

It is recommended that Council:

- i. endorse the Submission Review Report providing a summary of the matters raised in submissions on the proposed McKinlay Shire Planning Scheme and proposed changes in response to the submissions;
- ii. pursuant to step 10 of stage 3 of the prescribed plan-making process (issued by the Chief Executive of the Department of State Development, Manufacturing, Infrastructure and Planning on 11 April 2018), respond to the persons who made properly made submissions about the planning scheme advising how the Council has dealt with the submissions;
- iii. endorse the recommended amendments to the McKinlay Shire Planning Scheme in the Submission Review Report; and

- iv. confirm that the recommended amendments to the McKinlay Shire Planning Scheme will not result in a significantly different version to that which has been publicly notified.

Upon completion of the amendments to the McKinlay Shire Planning Scheme recommended in the Submission Review Report, Council by way of Delegated Authority to the Chief Executive Officer, write to the Minister of the Department of State Development, Manufacturing, Infrastructure and Planning requesting approval to adopt the proposed planning scheme; pursuant to step 14 of stage 4 of the prescribed plan-making process.

**Attendance** – Executive Assistant Amy Tinning left the meeting room at 11:41am.

**Attendance** – Executive Assistant Amy Tinning re-entered the meeting room at 11:44am.

#### **Resolution No. 082/1819**

Council:

- v. endorse the Submission Review Report providing a summary of the matters raised in submissions on the proposed McKinlay Shire Planning Scheme and proposed changes in response to the submissions;
- vi. pursuant to step 10 of stage 3 of the prescribed plan-making process (issued by the Chief Executive of the Department of State Development, Manufacturing, Infrastructure and Planning on 11 April 2018), respond to the persons who made properly made submissions about the planning scheme advising how the Council has dealt with the submissions;
- vii. endorse the recommended amendments to the McKinlay Shire Planning Scheme in the Submission Review Report; and
- viii. confirm that the recommended amendments to the McKinlay Shire Planning Scheme will not result in a significantly different version to that which has been publicly notified.

Upon completion of the amendments to the McKinlay Shire Planning Scheme recommended in the Submission Review Report, Council by way of Delegated Authority to the Chief Executive Officer, write to the Minister of the Department of State Development, Manufacturing, Infrastructure and Planning requesting approval to adopt the proposed planning scheme; pursuant to step 14 of stage 4 of the prescribed plan-making process.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

**Attendance** – Director of Engineering, Environmental & Regulatory Services, Geoff Hatwell left the meeting room at 11:59am.

**Attendance** – Environmental & Regulatory Services Team Leader, Megan Pellow left the meeting room at 11:59am.

**Attendance** – Director of Corporate & Community Services Tenneil Cody, 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 2018.

#### **RECOMMENDATION**

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

#### **Resolution No. 083/1819**

Council receives the Community Services monthly report for October 2018.

Moved Cr. S Royes

Seconded Cr. J Fegan

CARRIED 5/0

## 7.2 Funding Support – Julia Creek Chaplaincy

Council has received an application from Julia Creek Chaplaincy requesting financial support for the continuation of the Chaplaincy Service in Julia Creek. The application is presented for Council's consideration.

### **RECOMMENDATION**

That Council support Julia Creek Chaplaincy by way of financial support of \$7,000 for a School Chaplain to be situated at Julia Creek School

#### **Resolution No. 084/1819**

Council support Julia Creek Chaplaincy by way of financial support of \$7,000 for a School Chaplain to be situated at Julia Creek School.

Moved Cr. P Curr

Seconded Cr. J Fegan

CARRIED 5/0

**Attendance** - Cr. B Murphy left the meeting room having declared a Material Personal Interest in the matter of Agenda Item 7.3 as defined by Section 175D of the Local Government Act 2009 and left the meeting room at 12:08pm taking no part in the meeting or discussion.

## 7.3 Julia Creek Early Learning Centre Fees

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 2019.

### **RECOMMENDATION**

That Council increase the daily attendance fee of the Julia Creek Early Learning Centre from \$75 per day per child to \$80 per day per child, and the half day fee increase from \$50 per day per child to \$55 per day per child, and introduction of new fee to reflect the new structure of the kinder program sessional kinder \$60 per session (5 hours) effective from 1<sup>st</sup> January 2019.

#### **Resolution No. 085/1819**

Council increase the daily attendance fee of the Julia Creek Early Learning Centre from \$75 per day per child to \$80 per day per child, and the half day fee increase from \$50 per day per child to \$55 per day per child, and introduction of new fee to reflect the new structure of the kinder program sessional kinder \$60 per session (5 hours) effective from 1st January 2019.

Moved Cr.P Curr

Seconded Cr. S Royes

CARRIED 4/0

**Attendance** - Cr. B Murphy re-entered the meeting room at 12:08pm.

## 7.4 Regional Arts Development Fund – Round One

Council's Round 1 of RADF closed on 22nd October 2018. The RADF Committee assessed the Round 1 applications via email and Council is presented with the recommendations for ratification.

### **RECOMMENDATION:**

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

- McKinlay Shire Council : Flipside Circus \$6,350
- McKinlay Shire Council: Jabu Birriny exhibition \$500;
- McKinlay Shire Council: Crack Up Sisters \$1,900;
- McKinlay Shire Cultural Association: Night photography \$796;
- Julia Creek Dirt n Dust Festival: Archiving and Videoing of Julia Creek community \$3,750.

**Resolution No. 086/1819**

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

- McKinlay Shire Council : Flipside Circus \$6,350
- McKinlay Shire Council: Jabu Birriny exhibition \$500;
- McKinlay Shire Council: Crack Up Sisters \$1,900;
- McKinlay Shire Cultural Association: Night photography \$796;
- Julia Creek Dirt n Dust Festival: Archiving and Videoing of Julia Creek community \$3,750.

Moved Cr. J Fegan

Seconded Cr. N Walker

CARRIED 5/0

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

The Corporate Services Report as of 31st October 2018 which summarises the financial performance and position is presented to Council.

**RECOMMENDATION**

That Council receives the monthly Corporate Services Report for the period ending 31st October 2018.

**Resolution No. 087/1819**

Council receives the monthly Corporate Services Report for the period ending 31st October 2018.

Moved Cr. N Walker

Seconded Cr. P Curr

CARRIED 5/0

**8.2 Audit Committee Meeting Minutes**

An Audit Committee meeting was held on 23<sup>rd</sup> October 2018, Council is presented with a copy of the minutes from the meeting for information purposes.

**RECOMMENDATION**

That Council receive the report and note the Audit Committee Meeting Minutes of 23 October 2018.

**Resolution No. 088/1819**

Council receive the report and note the Audit Committee Meeting Minutes of 23 October 2018.

Moved Cr. J Fegan

Seconded Cr. N Walker

CARRIED 5/0

**8.3 Auditors Closing Report**

The Mayor has been provided with an Auditors Closing report in relation to the Audit for the 2017/18 financial year. Consistent with section 213 of the Local Government Regulation 2012, this report is prepared on behalf of the Mayor to present the closing report to Council.

**RECOMMENDATION**

That Council receive the Auditors Closing Report and note the matters raised in the report.

**Resolution No. 089/1718**

Council receive the Auditors Closing Report and note the matters raised in the report.

Moved Cr. N Walker

Seconded Cr. J Fegan

CARRIED 5/0

**Attendance** – Cr. P Curr & Cr. J Fegan left the meeting room having declared a Material Personal Interest in the matter of Agenda Item 8.4 as defined by Section 175D of the Local Government Act 2009 and left the meeting room at 12:18pm taking no part in the meeting or discussion.

**8.4 Power Pod Trial**

With the benefit of funding through the State Governments Remote Area Board Funding program administered by MITEZ Council commenced an alternative energy study for Shire based residents living on rural properties which are currently services by Single Wire Earth Return (SWER) lines. As a component of the project was to undertake a study into the efficiency of power supply container (power pod) being the source of power for a property. Only one power pod is available for trial and this report outlines the process for choosing the property and the suggested terms and conditions for the trial.

**RECOMMENDATION:**

That Council confirm the allocation of the power pod to be by public ballot on Tuesday 11<sup>th</sup> December 2018 and authorize the Chief Executive Officer to execute the Power Pod Trial Agreement.

**Resolution No. 090/1819**

Council confirm the allocation of the power pod to be by public ballot on Tuesday 11<sup>th</sup> December 2018 and authorize the Chief Executive Officer to execute the Power Pod Trial Agreement.

Moved Cr. N Walker

Seconded Cr. S Royes

CARRIED 3/0

**Attendance** – Cr. P Curr & Cr. J Fegan re-entered the meeting room at 12:33pm.

**9.CHIEF EXECUTIVE OFFICER REPORT**

**9.1 2017/18 Financial Year Annual Report Adoption**

In accordance with section 182 of the Local Government Regulation 2012 Council is presented with the 2017/18 Annual Report which includes the audited financial statements for the 2017/18 financial year.

**RECOMMENDATION**

That Council adopt the 2017/18 Annual Report including the Audited Financial Statements 2017/18.

**Resolution No. 091/1819**

Council adopt the 2017/18 Annual Report including the Audited Financial Statements 2017/18, with amendments as discussed.

Moved Cr. J Fegan

Seconded Cr. N Walker

CARRIED 5/0

**10.WHS REPORT**

Council receive the report for information purposes.

## 11. MEMBERS BUSINESS

**Cr. N Walker** – Made comment that Remembrance Day was a successful occasion. Economic Development Officer Jade Lyons and staff involved are commended for their efforts.

**Cr. N Walker** – Discussed lease agreement documentation. Cr. N Walker asked Director of Engineering, Environmental & Regulatory Services Geoff Hatwell about what would be involved in generating official lease documentation. There is a current lessor who has requested for a copy of documentation outlining their agreement. To Geoff's knowledge a formal document does not exist. This process will continue to be investigated by Council staff.

**Cr. J Fegan** – Raised that the new Hospital in Julia Creek, may be re-named. Council support the official change of name.

**Cr. S Royes** – Raised Nelia flood irrigating concern. Cr. S Royes to discuss with Director of Engineering, Environmental & Regulatory Services Geoff Hatwell to investigate possible un-lawful use of water to flood irrigate.

**Cr. S Royes** – McIntyre Park weather shield outdoor blinds have been replaced. Clarify the measures put in place to avoid future damage and cost associated.

**Cr. B Murphy** – Water Tower Climb.

**Cr. B Murphy** - Combo Waterhole access road update.

**Cr. B Murphy** – Updated on Council functions and meetings attended recently:

- Policy Executive Meeting in Brisbane
- LGAQ Annual General Conference in Brisbane
- Outback Queensland Tourism Association conference & awards in Roma
- MITEZ meeting in Mount Isa
- State Tourism Awards at the Gold Coast

## 12. CLOSURE OF MEETING

The Chair of the meeting Mayor Belinda Murphy declared the meeting closed at 1:12pm.



# MCKINLAY SHIRE COUNCIL

## ***UNCONFIRMED MINUTES***

OF THE

## **SPECIAL MEETING OF COUNCIL**

HELD AT THE

BOARDROOM, CIVIC CENTRE  
JULIA CREEK

30<sup>th</sup> November 2018, 9:00 am

## ORDER OF BUSINESS

Opening	3
Attendance	3
Declaration of Conflict of Interest	3
1.0 Model Meeting Procedure	3
2.0 Standing Orders of Council	3
3.0 First Quarter Review of the 2018-2019 Operational Plan	4
4.0 Community Benefit Assistance Scheme	4
CLOSE	5

## **OPENING BUSINESS**

All Councillors having signed the Attendance Book, Mayor Belinda Murphy declared the meeting open at 9:10am.

## **ATTENDANCE**

**Mayor:** Cr. B Murphy

**Members:** Cr. P Curr, Cr. S Royes, Cr. N Walker (teleconference) and Cr. J Fegan

**Staff:**

Chief Executive Officer Des Niesler

Director of Corporate & Community Services Tenneil Cody

## **DECLARATION OF CONFLICT OF INTEREST**

### **Cr. J Fegan**

I declare that I have a manageable perceived conflict of interest in the matter of agenda items 4.0 as defined by section 173 (c)(ii) of the Local Government Act 2009 as follows:

a) My husband Trevor Fegan is the president of the Turf Club.

I will be dealing with the manageable perceived conflict of interest by staying in the meeting while the matter is discussed.

## **1.0 Model Meeting Procedures**

The Code of Conduct and the new Councillor complaints system will commence on 3 December 2018 following the passing of the *Local Government (Councillor Complaints) and Other Legislation Amendment Act 2018* on 21 May 2018. In preparation for the new system coming in place a review model meeting procedures have been developed by the Department of Local Government, Racing and Multicultural Affairs for Councils consideration to adopt.

### **RECOMMENDATION**

That Council adopt the Model Meeting Procedures as developed by the Department of Local Government, Racing and Multicultural Affairs.

### **Resolution No. 092/1819**

Council adopt the Model Meeting Procedures as developed by the Department of Local Government, Racing and Multicultural Affairs.

Moved Cr. J Fegan

Seconded Cr. P Curr  
CARRIED 5/0

## **2.0 Standing Orders of Council**

The Code of Conduct and the new Councillor complaints system will commence on 3 December 2018 following the passing of the *Local Government (Councillor Complaints) and Other Legislation Amendment Act 2018* on 21 May 2018. In preparation for the new system coming in place a review of Council's Standing Orders has been undertaken and Council is presented with a revised Standing Orders for Council Meetings including Standing Committees is presented for consideration and adoption.

**RECOMMENDATION**

That Council adopt the Standing Orders for Council Meetings including Standing Committees as presented.

**Resolution No. 093/1819**

Council adopt the Standing Orders for Council Meetings including Standing Committees as presented.

Moved Cr. N Walker

Seconded Cr. S Royes  
CARRIED 5/0

**3.0 First Quarter Review of the 2018-2019 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 2018 is presented to Council.

**RECOMMENDATION**

That Council accepts the first quarter review of the 2018-2019 Operational Plan.

**Resolution No. 094/1819**

Council accepts the first quarter review of the 2018-2019 Operational Plan.

Moved Cr. P Curr

Seconded Cr. J Fegan  
CARRIED 5/0

**Attendance** - Cr. J Fegan having declared a perceived conflict of interest in the matter of agenda items 4.0 as defined by section 173 (c)(ii) of the Local Government Act 2009, Councillors voted to accept Cr. J Fegan's declaration of conflict for her manageable perceived conflict of interest allowing her to stay in the meeting room. All Councillors voted in favor of Cr. J Fegan to stay in the meeting room.

**4.0 Community Benefit Assistance Scheme**

The Community Benefit Assistance Scheme – Round One for the 2018/19 financial year was advertised throughout October and November and Council is presented with the applications to consider funding approvals.

**RECOMMENDATION**

That Council fund the following Community Benefit Assistance Scheme applications:

1. Nelia QCWA \$3028
2. Julia Creek Turf Club \$1223
3. Julia Creek Campdraft Association \$5000
4. McKinlay QCWA \$675

**Resolution No. 095/1819**

Council fund the following Community Benefit Assistance Scheme applications:

1. Nelia QCWA \$3028
2. Julia Creek Turf Club \$1223
3. Julia Creek Campdraft Association \$5000
4. McKinlay QCWA \$675

Moved Cr. S Royes

Seconded Cr. P Curr  
CARRIED 5/0

## **CLOSURE OF MEETING**

The Chair of the meeting Mayor Belinda Murphy declared the meeting closed at 9:45am.

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



## **5.0 ENGINEERING SERVICES**

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Ordinary Meeting of Council Tuesday 11 December 2018

**5.1 Subject:** Engineering Services Monthly Report November 2018  
**Attachments:** Nil  
**Author:** Director Engineering and Regulatory Services  
**Date:** 6 December 2018

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**Executive Summary:**

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

**Recommendation:**

*That Council receives the Engineering Services monthly report for November 2018.*

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**Background:**

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

**R2R / TIDS Roadworks**

Current status of TIDS / R2R Works:

Punchbowl Road = 98% completed - additional signage to be installed

Nelia-Bunda Road = 95% completed - final tidy up and signage to complete

Gilliat-McKinlay Road = 10% completed - materials have been carted to site and formation works under the NDRRA have occurred. Timing of works programmed for March 2019 to allow continuation of works through TTC funding.

**TTC Application**

McKinlay Shire nominated Gilliat – McKinlay Road for an amount of \$500,000 (a matching \$500,000 of Council funding being included on the 2018/19 budget) as its application for TTC Round 2 funding to be assessed by the NWQRRTG. There were a large number of submissions received from the NWQ Regional Councils which were reduced back to one application from each of seven Councils.

Council has been advised that, in the NWQRRTG endorsement at its meeting held 23 November, the construction and sealing of Gilliat - McKinlay Road was ranked number 5 on this list of projects for the region. The total value of the projects ahead of McKinlay Shire's submission is \$900,000.

Given there is \$4.1M in total being made available through round 2 for the state of Queensland except the SE Region, it is most likely that funding through the TTC will not be available for Council in this round.



Ordinary Meeting of Council Tuesday 11 December 2018

### Future TIDS Funding

The effect of this non availability of matching funding to the TTC Application (see above) is that the TIDS program will need to be pushed out one year. It is proposed that the following funding applications be made by Council through the NWQRRTG:

Road	Description	Proposed TIDS Funding Application (\$,000)				
		2019/20	2020/21	2021/22	2022/23	Beyond
Gilliat-McKinlay	Sealed 2 lanes- full length	500	275			
Punchbowl	Sealed 2 lanes- 2.5km		150			
Nelia-Bunda	Sealed 2 lanes- 6km		75	225		
Taldora	Sealed 2 lanes- 10-12km			275	250	
Yorkshire	Gravelled- 11km				250	
Byrimine	Gravelled					250

The application amount for each year is proposed to be \$500,000 and is matched by Council funding.

Council may wish to re-convene the Shire Roads Committee to confirm these priorities and extent of works.

### NDRRA Progress

Submissions 2 (NW quadrant) and 3 (SE quadrant) logged with QRA will require some GIS corrections to allow chainages in the submission to match mapping coordinate details. AECOM, as Program Manager, are currently working through these discrepancies.

NDRRA works will cease on Thursday 20 December 2018 for a short break over the Christmas – New Year period and re-commence on Monday 7 January 2019. The 2019 Pre-qualified Supplier Plant Hire arrangements will apply from this date.

AECOM, as Construction Manager, will have 4 crews operating from this date – two on the north side of Flinders Highway and two on the south.

The purchase order to cover AECOM roles of Program Manager and Construction Manager on NDRRA will need to shortly be exhausted. There is a separate report to Council on this matter.

### Julia Creek Airport Non-conformance

John Tuxworth of BE Collective has stepped back as Superintendent for the runway pavement upgrade project. Council's Director of Engineering and Regulatory Services (DERS) has been appointed as interim Superintendent.

DERS, as Superintendent, issued a direction to the Contractor, Hiway Stabilizers, on Monday 3 December relating to the remediation of defects. The Contractor has requested a meeting with the Superintendent to discuss this direction. This meeting is planned for Monday 10 December 2018.

Council will also need to appoint an external independent replacement Superintendent prior to the end of the year to manage the ongoing defect rectification.



Ordinary Meeting of Council Tuesday 11 December 2018

### **Julia Creek Water Tower – Structural Assessment**

Structural Engineering Consultant Cardo has been in attendance at the water tower and carried out the structural assessment of the tower and water storage vessel associated with this facility. A separate report will be provided on the findings of the condition assessment of the structure.

### **Kynuna Water Supply**

Planning for an improvement of the detention time before the treatment filters is underway. This will result in a reduction of the loading on the filters and a decrease in the water temperature being supplied to town.

### **Hickman Street Pump Station**

The pump station has been operating in its normal configuration for the past month. The remote alarm system currently has a systems fault. Council staff and Contractors are working on the fault which is likely to require the replacement of the level sensors and pump controller. A visual alarm has been installed as a temporary notification device.

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

A contractual meeting was held in Mt Isa with Contractor Xylem to confirm the details of the project's schedule and HAZOP requirements. Whilst the HAZOP meeting date has not been confirmed, the construction drawings are advancing towards contractual release date for the plant's construction.

### **Council Housing Project**

The houses have passed the lockup milestone and the fit-out is underway a site inspection was undertaken with the Contractor and a commitment that all works will be completed before Christmas has been given.

#### **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:** 95634



## **6.0 ENVIRONMENTAL & REGULATORY SERVICES**

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**6.1 Subject:** Environmental and Regulatory Services Report - November 2018  
**Attachments:** None  
**Author:** Environmental & Regulatory Services Team Leader  
**Date:** 4<sup>th</sup> December 2018

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**Executive Summary:**

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

**Recommendation:**

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

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**Background:**

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

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

**Budget Legend:**

Revenue	Actual exceeds Budget YTD	
	Actual below Budget YTD	
Expenditure	Actual below Budget YTD	
	Actual exceeds Budget YTD	
Any	Note provided	

**Consultation:** (internal/External)

Environmental & Regulatory Services Team Leader, Local Laws Officer, Ranger and Finance Officer.

**Legal Implications:**

Nil

**Policy Implications:**

Nil

**Financial and Resource Implications:**

As provided in the report.

**InfoXpert Document ID:**

95616



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

### **1.1 - Budget**

<b><u>Revenue</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>
Refuse Collection	\$40,816	\$31,628	\$75,908
Refuse Disposal	\$20,331	\$15,070	\$36,167

<b><u>Expenditure</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>	<b>Bud-Act</b>
Kerbside Rubbish Collection	\$11,873	\$22,917	\$55,000	\$43,127
Refuse Disposal Operation Costs	\$19,529	\$37,500	\$90,000	\$70,471

### **1.2 - Report**

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

The Waste Facility has been regularly pushed during the month. Local Laws Officer is continuing to pick up loose rubbish around facility when required with the assistance by the Work Camp.

There was a small fire within the household refuse on the 29<sup>th</sup> November 2018 which was contained.

Representatives of the Department of Environment and Science (DES) visited McKinlay Shire on 26/27 November 2018 and inspected the landfill facilities at Nelia, McKinlay and Kynuna as part of the DES's annual inspection process. Signs are required to be ordered for McKinlay and Kynuna landfill facilities and clean up of emulsion drums that were left around the McKinlay Landfill facility.

## **2 – Environmental Health Services**

### **2.1 - Budget**

<b><u>Revenue</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>
Environmental License Fees	\$1,786	\$333	\$800

<b><u>Expenditure</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>	<b>Bud-Act</b>
Environmental Health Services	\$112,499	\$110,417	\$265,000	\$187,174

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



The Drinking Water Quality Management Plant (DWQMP) Annual Report for the 2017-18 Financial Year has been completed and submitted to the Regulator. A copy of the report together with the performance report is available to view on Council's Website.

Sewerage sampling continues to be carried out on the Julia Creek Sewerage Treatment Plant in accordance with the requirements of the licences issued by the Department of Environment and Heritage.

Representatives of the Department of Environment and Science visited McKinlay Shire on 26 November to inspect the STP. Below is a list of actions required by DES;

- Amendment of Council's environmental authority (EA) to include all lot plans that the sewage treatment plant (STP) is located;
- Forward through the records of any complaints that have been received by Council as per condition Social 1 of the EA;
- Complete and submit Annual Report for the 2017-18 Financial Year; and
- Look into the alarm on the Hickman Street Pump Station.

#### **Vector Control**

No fogging was undertaken during the month.

#### **Food Recalls**

No Food Recalls were received during the month.

#### **Workplace Health and Safety**

No safety issues were identified during the month. Hazard Inspections are currently up to date for the department.

Council staff is progressing with the new E3 Learning System.

### **3 – Local Law Administration**

#### **3.1 – Budget**

<b><u>Revenue</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>
<b>Animal Registration Fees</b>	\$4,097	\$2,083	\$5,000
<b>Fines &amp; Penalties – Animal Control</b>	\$7,815	\$417	\$1,000
<b>Animal Boarding</b>	\$1,342	\$833	\$2,000

<b><u>Expenditure</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>	<b>Bud-Act</b>
<b>Local Law Administration</b>	\$40,431	\$34,167	\$82,000	\$41,569

#### **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	Two (2) Dogs
Verbal/Written/Official warning	Nil
Complaints	Nil
Dog Boarding	Two (2)
Removal of Dead Animals	Three (3)
Trapping Locations & Results	Nil

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

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

<b><u>Revenue</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>
<b>Pest Plant &amp; Animal Control Funding</b>	\$0	\$0	\$0
<b>Truck Washdown Bay</b>	\$8,357	\$8,333	\$20,000
<b>Dingo Baits</b>	\$640	\$417	\$1,000
<b>Feral Pig Baits</b>	\$0	\$42	\$100

<b><u>Expenditure</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>	<b>Bud-Act</b>
<b>Pest Plant Control Program</b>	\$63,945	\$109,583	\$263,000	\$199,055
<b>Pest Animal Control Program</b>	\$37,105	\$25,833	\$62,000	\$24,895

##### **4.2 – Report**

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

One hundred and eighty (180) factory baits were issued during November.

No Dingo Scalps were presented in November.

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

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

*McKinlay Mesquite* – Both north and south paddock has been completely covered.  
7 days / 12 men and 2400lt Diesel was used

*Rubbish Dump Paddock* – 140kg of Graslan was applied

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

Leaking tap was replaced on the facility during the month.



**5 – Livestock Operations**

**5.1 – Budget**

<u>Revenue</u>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>
Livestock Weighing	\$49,437	\$18,750	\$45,000
Livestock Cattle Loading	\$22,323	\$10,417	\$25,000

<u>Expenditure</u>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>	<b>Bud-Act</b>
Livestock Operational Costs	\$36,994	\$40,000	\$96,000	\$59,006

**5.2 - Report**

**Julia Creek Livestock Facility**

There were 4788 head of cattle weighed and scanned at the facility during November.

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

<b>MONTH</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
JANUARY	199	0	359	0	0	0	183
FEBRUARY	2309	1740	1322	1872	525	467	3241
MARCH	0	676	617	3446	1497	1333	388
APRIL	1048	1584	406	5315	951	2487	2217
MAY	3257	3829	1891	8107	615	2062	3065
JUNE	287	3976	2,109	3,442	1456	1522	742
JULY	3,931	1,774	0	2,170	2809	2003	1143
AUGUST	3260	0	374	1183	2582	2311	6291
SEPTEMBER	1706	338	3274	488	2665	1478	765
OCTOBER	618	1153	790	1252	4613	1127	4708
NOVEMBER	825	357	508	36	1011	2673	4788
DECEMBER	524	0	240	0	234	340	
<b>TOTAL FOR YEAR</b>	<b>17,964</b>	<b>15,427</b>	<b>11,890</b>	<b>27,311</b>	<b>18,958</b>	<b>17,803</b>	<b>27,531</b>



**Livestock Operations (Cattle Loading)**

There were a total of 1,458 head of cattle loaded in November making the progressive total of cattle loaded to 11,371 for the 2018 Livestock Season.

There were a total of five (5) trains loaded in November making the progressive total of trains loaded for the 2018 livestock season to thirty three (33).

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

MONTH	2012	2013	2014	2015	2016	2017	2018
JANUARY	0	0	0	0	0	0	0
FEBRUARY	0	1764	680	0	0	132	0
MARCH	1102	5310	851	0	572	920	0
APRIL	2791	5813	1811	7653	1737	580	0
MAY	6178	8670	7414	7204	2933	6126	603
JUNE	3788	8451	5912	6605	3486	2658	674
JULY	4877	7645	5246	6998	3565	3654	2084
AUGUST	6534	4215	6843	3936	4963	2898	674
SEPTEMBER	5410	1904	4508	315	2233	1804	2454
OCTOBER	5833	1800	3122	0	1070	0	3424
NOVEMBER	4568	0	3439	0	1641	0	1458
DECEMBER	110	0	0	0	144	0	
<b>TOTAL FOR YEAR</b>	<b>41141</b>	<b>45572</b>	<b>38826</b>	<b>32711</b>	<b>22344</b>	<b>18772</b>	<b>11371</b>

**6 – Stock Routes and Reserves**

**6.1 - Budget**

<u>Revenue</u>	Actual YTD	Budget YTD	Budget
Stock Route – Permit/Water Fees	\$9,404	\$3,583	\$8,600
Stock Route Recoverable Works	\$0	\$0	\$0
Trustee Lease Fees	\$76,726	\$50,000	\$120,000
Reserve Agistment Fees	\$5,768	\$8,917	\$21,400

<u>Expenditure</u>	Actual YTD	Budget YTD	Budget	Bud-Act
Precept Expenses	\$0	\$8,333	\$20,000	\$0
Stock Route Maintenance	\$33,412	\$45,833	\$110,000	\$76,588



<b>Reserve Expenses</b>	\$17,186	\$6,250	\$15,000	-\$2,186
<b>Cemeteries</b>	\$3,863	\$8,333	\$20,000	\$16,137

## **6.2 - Report**

### **Stock Routes and Reserves**

No Agistment/Tailing Permits were issued during the month.

There currently are Twenty Eight (28) Stock Route Water Agreements.

Works around stock route waters during November are as follows:

- Stock Routes are currently sourcing quotes on the replacement of a new bore at NaVista Stock Route Water Facility.

### **Cemeteries**

There were five enquiries regarding grave sites, two of which were regarding the erecting of headstones

## **7 – Work Program (Workcamp)**

### **7.1 - Budget**

<b><u>Expenditure</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>	<b>Bud-Act</b>
<b>Work Program</b>	\$6,874	\$12,500	\$30,000	\$23,126

### **7.2 - Report**

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

**Table 4 - Work Program Activities**

<b>Activity</b>	<b>Details</b>
Mowing of various NFP yards in Julia Creek	Mowing conducted frequently
Mowing of all local churches	Mowing conducted frequently
Mowing/Whipper snipping around Airport Area	Mowing conducted when required
Whipper snipping of McIntyre Park Area	Mowing conducted when required
Mowing/Whipper Snipping around Sale Yards	Mowing conducted when required
Mowing of hill at Dirt and Dust Central	Mowing conducted when required



Julia Creek Waste Management and Recycling Facility – Picking up Rubbish	Ongoing, however Local Laws Officer is undertaking this more regularly now.
Kynuna, McKinlay and Nelia Waste Facilities – Cleaning of Facility	Ongoing
Various works at all Cemeteries	Ongoing
Lawn and Gardening Maintenance at the Julia Creek State School	Ongoing
Assistance with various works around the Livestock Facility	Ongoing
Upgrade works at RSL	Ongoing
Picking up rubbish around entry to Julia Creek	Ongoing
Assistance with erecting horse shelters in Common Paddocks	Three more shelters to be completed
Assistance with cementing at Julia Creek Cemetery	Ongoing
Painting of entrance to Airport Road	Completed

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

### **8.1 - Budget**

<b><u>Revenue</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>
<b>Council Property/Staff Housing Program</b>	\$32,081	\$41,667	\$100,000
<b>FRB Centre Rent</b>	\$12,942	\$10,833	\$26,000
<b>Community Centre Hire Fees</b>	\$1,011	\$625	\$1,500

<b><u>Expenditure</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>	<b>Bud-Act</b>
<b>Council Property/Staff Housing Program</b>	\$64,016	\$77,083	\$185,000	\$120,984
<b>FRB Units &amp; Community Centre Operations Costs</b>	\$26,164	\$22,083	\$53,000	\$26,836

### **8.2 - Report**

#### **Corporate Facilities and Housing**

The followings works were completed on the housing stock under the Capital Works Program;



- External Painting of 8 Byrne Street
- External Painting of 3 Coyne Street
- External Painting of 18 Shaw Street
- External Painting of 24 Mathews Street

**Table 6 - Staff Housing Activities**

Activity	Number
Properties Available for use	5 Coyne Street 25 Byrne Street
New Tenancies	Nil
Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil
Notes	<ul style="list-style-type: none"> <li>• Order raised for the replacement of vinyl and carpet in 25 Byrne Street with timberline vinyl under the Capital Works Program</li> <li>• Order raised for the replacement of vinyl and carpet in 5 Coyne Street with timberline vinyl under the Capital Works Program</li> <li>• Order raised for the replacement of stumps at 8 Byrne Street under the Capital Works Program</li> <li>• Order raised for materials to replace landing and steps at 7 Coyne Street under the Capital Works Program</li> </ul>

**Old Senior/Aged Care Housing**

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

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

Activity	Number
Properties Available	3
New Tenancies	Nil
Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil
Notes	General Maintenance performed when required.

**Seniors Living Units**

Seniors Living Unit activities for the month are detailed in Table 8 Below:

**Table 8 – Seniors Living Units Activities**

Activity	Number
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Properties Available	Three (3) - Unit 1, Unit 5, Unit 7
New Tenancies	Nil
Finalised Tenancies	Nil
Remedy Breach	Nil
Notice to Leave	Nil
Notes	General Maintenance performed when required.

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

### **9.1 - Budget**

<b><u>Revenue</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>
<b>Land and Building Development</b>	\$2,155	\$20,000	\$48,000

<b><u>Expenditure</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>	<b>Bud-Act</b>
<b>Town Planning Program</b>	\$3,745	\$29,167	\$70,000	\$66,255

### **9.2 - Report**

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

One (1) Operational Work Development Application was lodged during the month.

DSDMIP are currently making the final amendments to the Planning Scheme to be submitted to the Minister for adoption.

## **10 – Local Disaster Management**

### **10.1 – Budget**

<b><u>Revenue</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>
<b>SES Grants</b>	\$0	\$9,271	\$22,250

<b><u>Expenditure</u></b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Budget</b>	<b>Bud-Act</b>
<b>Disaster Management Operational Costs</b>	\$14,132	\$11,250	\$27,000	\$12,868

### **10.2 - Report**

#### **Disaster Management**

No incidents occurred that required the activation of the LDMG.



Ordinary Meeting of Council Tuesday 11<sup>th</sup> December 2018

**6.2 Subject:** Local Law Making Process  
**Attachments:** 6.2.1 – Local Law Making Process  
**Author:** Interim Director Engineering and Regulatory Services  
**Date:** 6<sup>th</sup> December 2018

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**Executive Summary:**

Under Section 29(1) of the *Local Government Act 2009*, Council must decide its own process for making local laws. The process must not be inconsistent with the relevant requirements of the Act. The proposed process is included as Attachment 6.2.1 – *Local Law Making Process*.

**Recommendation:**

*That Council resolves to adopt the Local Law Making Process as detailed in Attachment 6.2.1 - Local Law Making Process Resolution in its entirety.*

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**Background:**

Council has indicated that its Local Laws need updating, therefore the local law making process needs to be adopted. Under section 29(1) of the *Local Government Act 2009*, Council must decide its own process for making local laws. The process must not be inconsistent with the requirements of the Act.

**Comments:**

The local law making process has been prepared by King and Company Solicitors.

**Legal Implications:** - Implementing a local law making process will ensure the process of Council adopting new local laws will be completed within the requirements of the Act.

**Policy Implications:** - NA

**Financial and Resource Implications** - NA

**Risk Management** - Implementing a local law making process will lead to the updating of Council's local laws. Updating the local laws to be consistent with current legislation and will lead to a reduced risk to Council.

**Options for Council to Consider** NA

**InfoXpert Document ID:** - 95617

## **LOCAL LAW MAKING PROCESS RESOLUTION**

### **Part A—Introduction**

For the purposes of section 29(1) of the *Local Government Act 2009*, the local government’s process for making each local law of the local government is the process detailed below.

The process—

- (a) applies to the making of—
  - (i) each local law that incorporates a model local law; and
  - (ii) each local law that is a subordinate local law; and
  - (iii) each other local law; but
- (b) does not apply to a local law that is an interim local law.

### **Part B—Making a local law that incorporates a model local law**

The process (model local law making process) stated in this Part B must be used to make a local law that incorporates a model local law into the local laws of the local government.

- Step 1 — By resolution, propose to incorporate the model local law.
- Step 2 — If the model local law contains an anti-competitive provision, comply with the procedures prescribed under a regulation for the review of anti-competitive provisions.
- Step 3 — If there is an existing local law about a matter in the model local law that would be inconsistent with the matter in the model local law—amend or repeal the existing local law so that there is no inconsistency.
- Step 4 — By resolution, incorporate the model local law.
- Step 5 — Let the public know that the local law has been made, by publishing notice of the making of the local law in accordance with the requirements of section 29B(1) to (4) inclusive of the *Local Government Act 2009*.
- Step 6 — As soon as practicable after the notice is published in the gazette, ensure that a copy of the local law may be inspected and purchased at the local government’s public office.
- Step 7 — Within 14 days after the notice is published in the gazette, give the Minister—
  - (a) a copy of the notice; and
  - (b) a copy of the local law in electronic form; and
  - (c) if the local law contains 1 or more anti-competitive provisions—
    - (i) advice of each anti-competitive provision; and

- (ii) the reasons for their inclusion.

Step 8 — Update the local government’s register of its local laws.

**Part C—Making an “other” local law**

The process (other local law making process) stated in this Part C must be used to make a local law (a proposed local law) other than—

- (a) a model local law; or
- (b) an interim local law; or
- (c) a subordinate local law.

Step 1 By resolution, propose to make the proposed local law.

Step 2 Consult with relevant government entities about the overall State interest in the proposed local law.

Step 3 Consult with the public about the proposed local law for at least 21 days (the consultation period) by—

- (a) publishing a notice (a consultation notice) about the proposed local law at least once in a newspaper circulating generally in the local government’s area; and
- (b) displaying the consultation notice in a conspicuous place at the local government’s public office from the first day of the consultation period until the end of the last day of the consultation period; and
- (c) making a copy of the proposed local law available for inspection at the local government’s public office during the consultation period; and
- (d) making copies of the proposed local law available for purchase at the local government’s public office during the consultation period.

The consultation notice must state the following—

- (a) the name of the proposed local law; and
- (b) the purpose and general effect of the proposed local law; and
- (c) the length of the consultation period and the first and last days of the period; and
- (d) that written submissions by any person supporting or objecting to the proposed local law may be made and given to the local government on or before the last day of the consultation period stating—
  - (i) the grounds of the submission; and
  - (ii) the facts and circumstances relied on in support of the grounds.

If the local government decides, by resolution, that the proposed local law only amends an existing local law to make an insubstantial change, the local government may proceed to step 6 without satisfying step 3 or step 5.

Step 4 If the proposed local law contains an anti-competitive provision, comply with the procedures prescribed under a regulation for the review of anti-competitive provisions. For avoidance of doubt, step 3, and this step 4, may be undertaken contemporaneously.

Step 5 Accept and consider every submission properly made to the local government.

A submission is properly made to the local government if it —

- (a) is the written submission of any person about the proposed local law; and
- (b) states—
  - (i) the grounds of the submission; and
  - (ii) the facts and circumstances relied on in support of the grounds; and
- (c) is given to the local government on or before the last day of the consultation period.

Step 6 By resolution, decide whether to—

- (a) proceed with the making of the proposed local law as advertised; or
- (b) proceed with the making of the proposed local law with amendments; or
- (c) make the proposed local law as advertised; or
- (d) make the proposed local law with amendments; or
- (e) not proceed with the making of the proposed local law.

If the local government resolves to proceed with the making of the proposed local law with amendments, and the amendments are substantial, the local government may again —

- (a) consult with the public at step 3; and
- (b) accept and consider every submission properly made to the local government at step 5.

For the avoidance of doubt, if an amendment changes an anti-competitive provision, the local government must again comply with the procedures prescribed under a regulation for the review of anti-competitive provisions for the amended anti-competitive provision.

Step 7 Let the public know that the local law has been made, by publishing notice of the making of the local law in accordance with the requirements of section 29B(1) to (4) inclusive of the *Local Government Act 2009*.

- Step 8 As soon as practicable after the notice is published in the gazette, ensure that a copy of the local law may be inspected and purchased at the local government's public office.
- Step 9 Within 14 days after the notice is published in the gazette, give the Minister—
- (a) a copy of the notice; and
  - (b) a copy of the local law in electronic form; and
  - (c) if the local law contains 1 or more anti-competitive provisions—
    - (i) advice of each anti-competitive provision; and
    - (ii) the reasons for their inclusion.
- Step 10 Update the local government's register of its local laws.

#### **Part D—Making a subordinate local law**

The process (subordinate local law making process) stated in this Part D must be used to make a subordinate local law (a proposed subordinate local law).

The local government may start the process for making a subordinate local law even though the process for making the local law (including a model local law) on which the subordinate local law is to be based (the proposed authorising law) has not finished.

The local government may use steps 1 to 5 of the subordinate local law making process (other than actually making the subordinate local law) before the proposed authorising law is made if—

- (a) in making the proposed authorising law, the local government has to satisfy—
  - (i) the model local law making process; or
  - (ii) the other local law making process; and
- (b) if the proposed authorising law is made under the other local law making process— the notice about the subordinate local law under step 2 of the subordinate local law making process is published no earlier than the notice about the proposed authorising law under step 3 of the other local law making process is published.

For the avoidance of doubt, a subordinate local law made by the local government using the process detailed in this Part D may provide for the local government to, from time to time, by resolution, reference or incorporate information.

For example, under the *Local Government Regulation 2012*, the competition policy guidelines for the identification of anti-competitive provisions are a document made by the department and available for inspection on the department's website.

- Step 1 By resolution, propose to make the proposed subordinate local law.
- Step 2 Consult with the public about the proposed subordinate local law for at least 21

days (the consultation period) by—

- (a) publishing a notice (also a consultation notice) about the proposed subordinate local law at least once in a newspaper circulating generally in the local government's area; and
- (b) displaying the consultation notice in a conspicuous place in the local government's public office from the first day of the consultation period until the end of the last day of the consultation period; and
- (c) making a copy of the proposed subordinate local law available for inspection at the local government's public office during the consultation period; and
- (d) making copies of the proposed subordinate local law available for purchase at the local government's public office during the consultation period.

The consultation notice must state the following—

- (a) the name of the proposed subordinate local law; and
- (b) the name of—
  - (i) the local law allowing the proposed subordinate local law to be made; or
  - (ii) if the local government has started the process for making a subordinate local law even though the process for making the proposed authorising law on which the subordinate local law is to be based has not finished — the proposed authorising law; and
- (c) the purpose and general effect of the proposed subordinate local law; and
- (d) the length of the consultation period and the first and last days of the period; and
- (e) that written submissions by any person supporting or objecting to the proposed subordinate local law may be made and given to the local government on or before the last day of the consultation period stating—
  - (i) the grounds of the submission; and
  - (ii) the facts and circumstances relied on in support of the grounds.

If the local government decides, by resolution, that the proposed subordinate local law only amends an existing subordinate local law to make an insubstantial change, and the amendment does not affect an anti-competitive provision, the local government may proceed to step 5 without satisfying any of step 2 to step 4 inclusive.

**Step 3** If the proposed subordinate local law contains an anti-competitive provision, comply with the procedures prescribed under a regulation for the review of anti-competitive provisions. For avoidance of doubt, step 2, and this step 3, may be

undertaken contemporaneously.

Step 4 Accept and consider every submission properly made to the local government.

A submission is properly made to the local government if it—

- (a) is the written submission of any person about the proposed subordinate local law; and
- (b) states—
  - (i) the grounds of the submission; and
  - (ii) the facts and circumstances relied on in support of the grounds; and
- (c) is given to the local government on or before the last day of the consultation period.

Step 5 By resolution, decide whether to—

- (a) proceed with the making of the proposed subordinate local law as advertised; or
- (b) proceed with the making of the proposed subordinate local law with amendments; or
- (c) make the proposed subordinate local law as advertised; or
- (d) make the proposed subordinate local law with amendments; or
- (e) not proceed with the making of the proposed subordinate local law.

If the local government resolves to proceed with the making of the proposed subordinate local law with amendments, and the amendments are substantial, the local government may again —

- (a) consult with the public at step 2; and
- (b) accept and consider every submission properly made to the local government at step 4.

For the avoidance of doubt, if an amendment changes an anti-competitive provision, the local government must again comply with the procedures prescribed under a regulation for the review of anti-competitive provisions for the amended anti-competitive provision.

Step 6 Let the public know that the subordinate local law has been made, by publishing notice of the making of the subordinate local law in accordance with the requirements of section 29B(1) to (4) inclusive of the *Local Government Act 2009*.

Step 7 As soon as practicable after the notice is published in the gazette, ensure that a copy of the subordinate local law may be inspected and purchased at the local government's public office.

- Step 8            Within 14 days after the notice is published in the gazette, give the Minister—
- (a)    a copy of the notice; and
  - (b)    a copy of the subordinate local law in electronic form; and
  - (c)    if the subordinate local law contains 1 or more anti-competitive provisions—
    - (i)        advice of each anti-competitive provision; and
    - (ii)        the reasons for their inclusion.
- Step 9            Update the local government’s register of its local laws.



Ordinary Meeting of Council Tuesday 11 December 2018

**6.3 Subject:** Make local laws and delegate to the Chief Executive Officer the power to undertake public interest testing in relation to likely anti-competitive provisions

**Attachments:** 6.3.1 – Schedules  
6.3.2 – List of Anti-competitive provisions

**Author:** Interim Director Engineering & Regulatory Services

**Date:** 6<sup>th</sup> December 2018

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**Executive Summary:**

Council has adopted a process for the making of local laws. In accordance with that process, this report presents the following Local Laws and Subordinate Local Laws for consideration of anti-competitive provisions and adoption (making):

Model Local Law No. 1 (Administration) 2018;

Model Local Law No. 2 (Animal Management) 2018;

Model Local Law No. 3 (Community and Environmental Management) 2018;

Model Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2018;

Subordinate Local Law No. 1 (Administration) 2018;

Subordinate Local Law No. 2 (Animal Management) 2018;

Subordinate Local Law No. 3 (Community and Environment Management) 2018;

Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2018.

**Recommendation:**

*Council resolves to:-*

(a) *propose to adopt model local laws as follows—*

- (i) *Model Local Law No. 1 (Administration) 2011 (to be known as Local Law No. 1 (Administration) 2018);*
- (ii) *Model Local Law No. 2 (Animal Management) 2011 (to be known as Local Law No. 2 (Animal Management) 2018);*
- (iii) *Model Local Law No. 3 (Community and Environmental Management) 2011 (to be known as Local Law No. 3 (Community and Environmental Management) 2018);*
- (iv) *Model Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011 (to be known as Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2018); and*

(b) *propose to make subordinate local laws as follows—*

- (i) *Subordinate Local Law No. 1 (Administration) 2018;*
- (ii) *Subordinate Local Law No. 2 (Animal Management) 2018;*
- (iii) *Subordinate Local Law No. 3 (Community and Environment Management) 2018;*



Ordinary Meeting of Council Tuesday 11 December 2018

- (iv) *Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2018.*
2. *Council resolves, pursuant to section 257 of the Local Government Act 2009 (“the Act”), to delegate to the Chief Executive Officer of Council its powers under section 38 of the Act and section 15 of the Local Government Regulation 2012 to decide—*
- (a) *how the public interest test of each local law particularised in the schedule is to be conducted; and*
  - (b) *the matters with which the public interest test report in relation to each local law particularised in the schedule must deal; and*
  - (c) *the consultation process for the public interest test and how the process is to be used in the public interest test.*

#### **SCHEDULE**

*Model Local Law No. 1 (Administration) 2011;*

*Model Local Law No. 2 (Animal Management) 2011;*

*Model Local Law No. 3 (Community and Environmental Management) 2011;*

*Model Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011;*

*Subordinate Local Law No. 1 (Administration) 2018;*

*Subordinate Local Law No. 2 (Animal Management) 2018;*

*Subordinate Local Law No. 3 (Community and Environment Management) 2018;*

*Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2018.*

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#### **Background/Comments:**

Council held a workshop of the draft local laws and subordinate local laws and is ready to proceed with the local law and subordinate local law making process.

The proposed local laws and subordinate local laws comply with the Drafting Guidelines issued by the Parliamentary Counsel under the *Legislative Standards Act 1992*, section 9, for local laws and subordinate local laws.

Council is obliged to consider whether there are any likely anti-competitive provisions in the proposed local laws and subordinate local laws. The lists of the likely anti-competitive provisions are included in attachment 6.3.2.

The Act, section 29A, obliges Council to consult with the State about the content of proposed local laws of Council. However, the consultation requirement does not apply in respect of a model local law, provided the model local law does no more than amend or repeal an existing local law that would be inconsistent with the model local law. The draft local laws of Council referred to in paragraph 2 satisfy that requirement. Accordingly, Council is not obliged to consult with the State about the overall State interest in the proposed local laws as part of the local law making process.

The next step in the local law making process involves:-



Ordinary Meeting of Council Tuesday 11 December 2018

- (a) public consultation about the proposed local laws and subordinate local laws; and
- (b) the testing of likely anti-competitive provisions identified in the proposed local laws and subordinate local laws.

**Consultation:** (internal/External) – external legal advice

**Legal Implications:** - NA

**Policy Implications:** - NA

**Financial and Resource Implications:** - NA

**Risk Management** - NA

**Options for Council to Consider** – NA

**InfoXpert Document ID:** - NA



Council Ordinary Meeting Tuesday 11 December 2018

**6.4 Subject:** Endorsement of a Draft Biosecurity Plan  
**Attachments:** 6.4.1 Draft McKinlay Shire Biosecurity Plan 2018  
**Author:** Interim Director Engineering and Regulatory Services  
**Date:** 4 December 2018

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**Executive Summary:**

It is a requirement under the Biosecurity Act 2014 for Local Government to have a biosecurity plan for the management of invasive biosecurity matter within its Local Government Area. A draft Biosecurity Plan has been developed for Councils' consideration and endorsement for further stakeholder consultation and completion.

**Recommendation:**

*That Council*

- 1. Endorse the draft McKinlay Shire Biosecurity Plan 2018; and*
- 2. Seek membership for establishment of the McKinlay Shire Pest Advisory Group as set out in the Plan to develop, adopt and implement the strategic programs as defined in the Biosecurity Plan.*

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**Background:**

Under the Biosecurity Act 2014, Council is required to create and implement a biosecurity plan.

At the May 2017 Ordinary Meeting, Council approved the preparation of the McKinlay Shire Biosecurity Plan (the Plan). The Draft Plan is now in a form for Council to consider and endorse.

**Comments:**

The Plan is a reference document that identifies all levels of legislation relating to biosecurity (including the Biosecurity Act) and summarises the requirements of this legislation which is placed on Council.

It contains an integrated planning framework which aims to facilitate communication, planning and commitment to reasonable and practical levels of management among all obligated stakeholders (General Biosecurity Obligation) across the Council area.

The Plan calls for the establishment of a McKinlay Shire Pest Advisory Group, a diverse collective of stakeholders representing Council, Government and landholder interests to oversee the development, adoption, implementation and monitoring of reasonable and practical actions and programs, based on catchment areas to contain, eradicate and prevent invasive plants and animals.

**Legal Implications:**

It is a legislative requirement under the Biosecurity Act 2014 for Council to have a Biosecurity Plan in place (s53) and ensure invasive biosecurity matter is managed within its Local Government Area (s48), in compliance with the Act.

**Policy Implications:**

Actions developed and contained within the Biosecurity Plan may generate future Council policy.



Council Ordinary Meeting Tuesday 11 December 2018

**Financial and Resource Implications:**

With the endorsement of the Draft Biosecurity Plan, Council will incur minor costs associated with facilitating the consultation process. Further adoption of the Final Draft will provide Council with a framework to review and direct existing and future biosecurity investments for the effective management of (Local Government) invasive biosecurity matter obligations listed under the *Biosecurity Act 2014*. It is also envisaged the biosecurity plan will provide greater potential to access future funding avenues due to the strategic, best practice management programs set out to address invasive biosecurity matter (obligations) across the Local Government Area. .

**Risk Management**

Without a planned and coordinated approach for the management of invasive pest plants and animals (obligations under the Act), Council runs the risk of liability for invasive plants and animals impacting on the Shire's economic, environmental and social sustainability.

**Options for Council to Consider**

NA

**InfoXpert Document ID:**

95630



## **7.0 COMMUNITY SERVICES**

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**7.1 Subject:** Community Services Monthly Report

**Attachments:** Nil

**Author:** Director Corporate and Community Services

**Date:** 5 December 2018

**Executive Summary:**

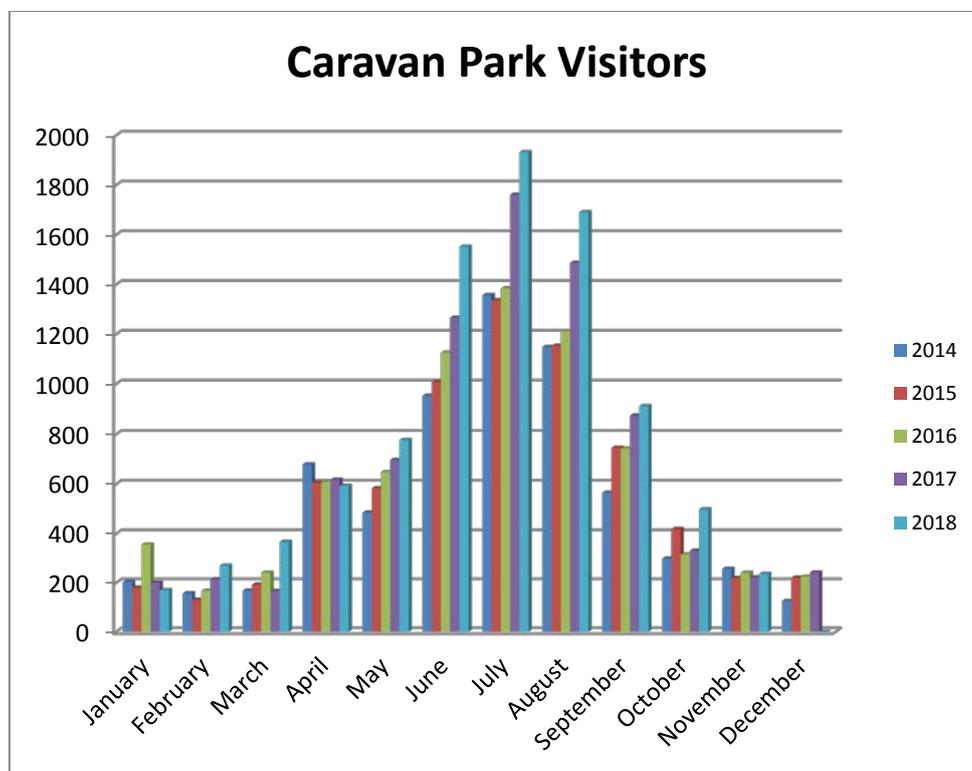
Council is presented with the monthly Community Services report, which provides an overview of the operations for the month of November 2018.

**Recommendation:**

*That Council receives the Community Services monthly report for November 2018.*

**Caravan Park**

The Julia Creek Caravan Park hosted 236 guests in November 2018 compared with 222 in November 2017 – a 6.3% increase. There have been 8,999 Caravan Park guests in the year to date compared with 7,838 over the same period in 2017 – an increase of 14.81% between 2017 and 2018 YTD figures.





Ordinary Meeting of Council Tuesday 11<sup>th</sup> December 2018

## Library Services

With thanks to the State Library grants we have new computers, a big screen TV (to be used in conjunction with the computer as a learning tool) and a 3d printer. Our new Virtual Reality equipment is also currently being set up. I am sure the kids will thoroughly enjoy these new technologies once they are all fully set up.

This month saw our big event for the First Five Forever program. Fortunately North West Remoth Health joined in on the day and gave talks on Speech therapy, Diet, and paediatrics. This was further supported by our Community Nurse. The QCWA "Country Kitchens" were thrilled to come along and show easy quick healthy snacks and meals for the toddlers. A great day was had by all and the kids enjoyed listening to the stories read by our staff.

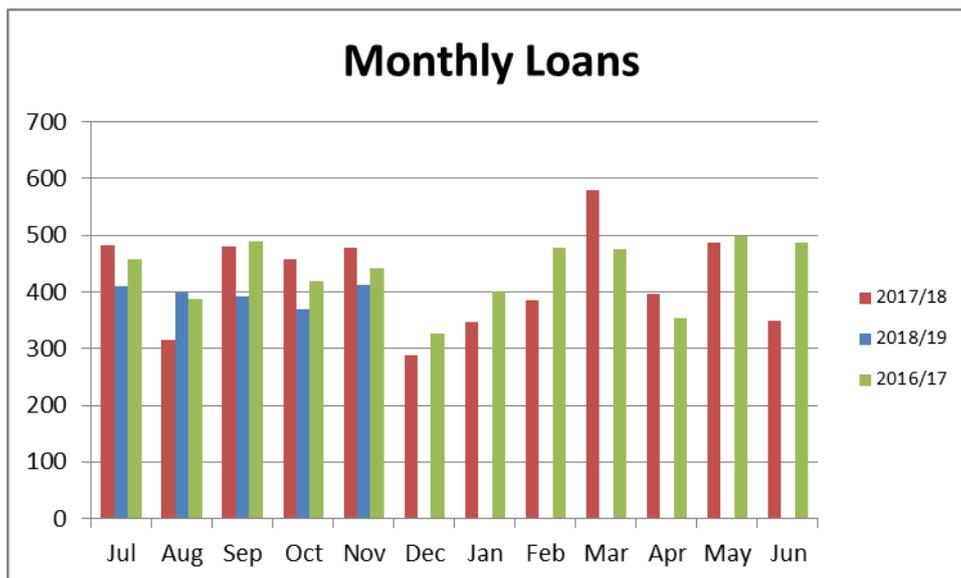


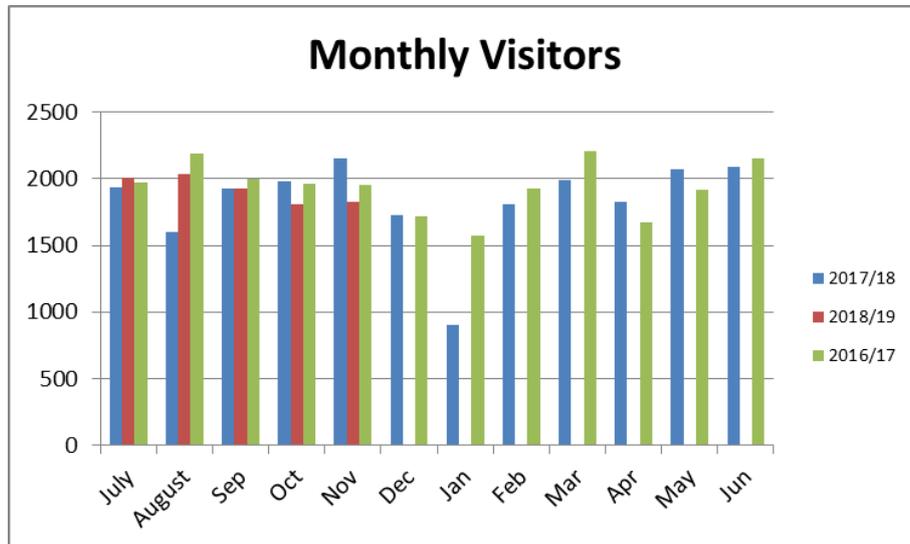
Our regular programs have now ceased for the year as we gear up for the holiday season and prepare for Christmas.



Statistics

New members:	
Adults	1
Junior	
Tourist	
Deleted	
Total membership:	
Adults	287
Junior	87
Institutions	2
Tourists	
Services:	
Reservations satisfied	52
Requests for books	79
Internet/computer usage	349
Ipad usage	240
WiFi usage	278
Photocopier	4
Broadband for Seniors	4





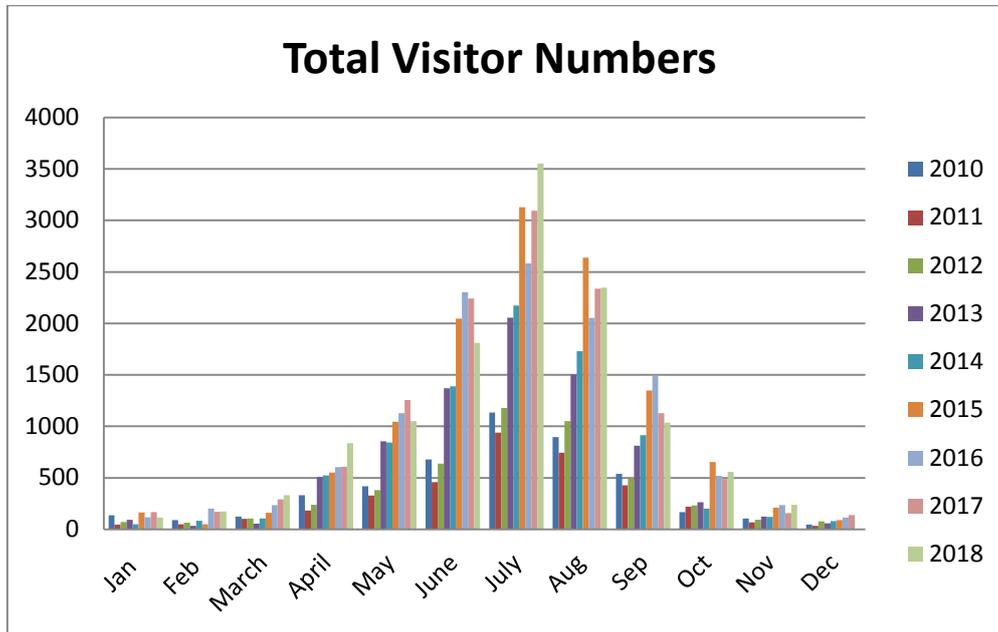
#### McKinlay Library

Loans	12
Returns	18
Visitors	7

#### Tourism

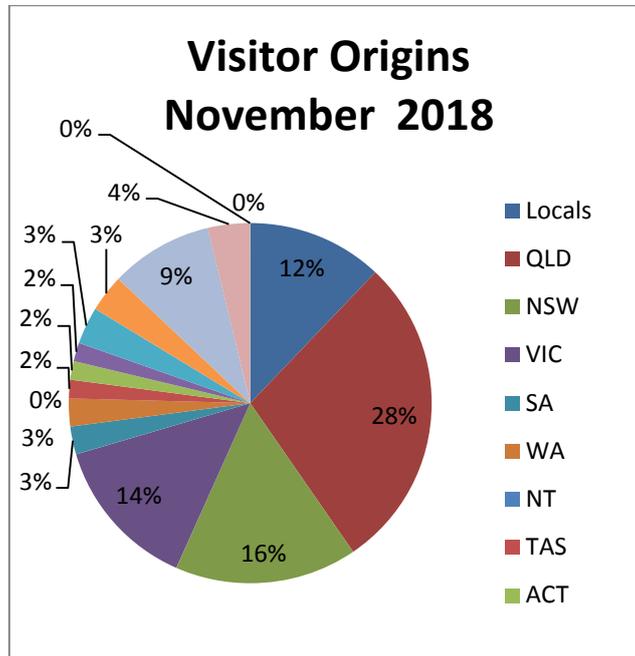
##### ***Total Visitor Numbers for November 2018 –240***

There were 240 visitors to the Julia Creek Visitor Information Centre in November 2018 compared with 157 visitors in November 2017 – an increase 52.86% between 2017 and 2018 figures. There have been 12,053 visitors to the Julia Creek Visitor Information Centre this year to date (YTD) compared with 11,939 visitors over the same period in 2017 - an increase of 0.95% between 2017 and 2018 YTD figures.



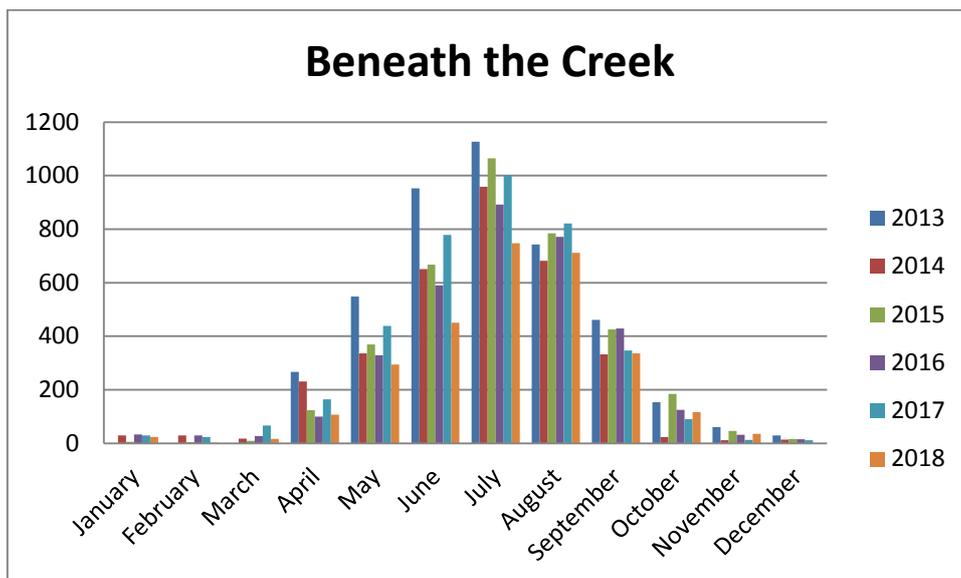
**Total Locals for November 2018 – 29**

There was a total of 29 local visitors to the Julia Creek Visitor Information Centre in November 2018 compared with 22 in November 2017 – a increase of 31.81% in figures between 2017 and 2018. There have been 398 local visitors to the Julia Creek Visitor Information Centre this year to date (YTD) compared with 738 visitors over the same period in 2017 - a decrease of 46.07 % between 2017 and 2018 YTD figures.



***Beneath the Creek***

There were 35 entries to ‘Beneath the Creek’ in November 2018 compared with 13 in November 2017 – a 169.23 % increase. There have been 2839 entries to Beneath the Creek in the Year to Date (YTD) compared with 3772 over the same period in 2017 which represents a 24.73 % decrease.





Ordinary Meeting of Council Tuesday 11<sup>th</sup> December 2018

### ***RV Site Permits and Expenditure – 4 in November 2018***

There were 4 RV Permits issued in November 2018 compared with 9 in November 2017 -There have been 2841 RV Site Permits issued in the Year to Date (YTD) compared with 2979 over the same period in 2017 which represents a 4.63 % decrease. In November 2018, zero Site Survey were received total spent cannot be calculated for November 2018.

### **Julia Creek Early Learning Centre**

There are 39 children currently enrolled at the Service, with 6 attending on a casual basis.

One child has commenced care as they have reached 12 months of age and therefore no longer on the wait list. We had a new enrolment for two days per week.

There were 251 attendances over the 22 days of care offered during November. This equated to an average of 11.4 children per day.

#### **Significant events:**

- Kaila Rush commenced as part time educator
- Jody Davis submitted her final assignment for her Diploma qualification
- Children participated in the crack up sisters workshops thanks to a successful RADF grant
- Kinders continued their transition to school sessions
- Confirmed engagement of part time Kinder Teacher for 2019
- Finalised and confirmed places for families in 2019, 3 days full (Tuesday, Wednesday and Thursdays) one day filling and one day available
- Last of the resources that the fundraising committee ordered have arrived, they will be stored until the yard renovation is completed and then the equipment for the toddlers will be set up.

### **Swimming Pool**

Usage

<b>ENTRIES</b>	<b>SWIMMERS</b>
Adult Entry	55
Child Entry	117
<b>Season Passes / Family Pass</b>	
Adult	5
Child	9
Breakfast Club/ No Charge	69
After School Care/ No Charge	78



Ordinary Meeting of Council Tuesday 11<sup>th</sup> December 2018

J/C Swimming Club/ No Charge	70
Aged Care/ No Charge	
<b>Triathlon Training/ No Charge</b>	
Adult	
Child	
J/C State School/ No Charge	181
<b>Caravan Park Tokens</b>	
Adult	81
Child	43
<b>Free Sunday</b>	
Adult	13
Child	20
<b>Total Swimmers</b>	<b>741</b>

### Sport & Recreation

Report will be presented on the day due to officer being away for Sports for Bush Kids in Mount Isa.

### Community Health

CHSP OCCASSIONS OF SERVICE (OoS)		
	OoS	Hours
Nursing Care	68	32.9
Personal Care	20	6.1
Social Support	19	8.75
Assessment	0	0
Counselling/Advocacy/Information/ Education	59	14.35
<b>Total</b>	<b>166</b>	<b>62.1</b>

LOCATION OF OCCASSIONS OF SERVICE	
Home Visits	60
Clinic Visits	2
Phone Consults	0



Ordinary Meeting of Council Tuesday 11<sup>th</sup> December 2018

<b>Hospital Visits</b>	<b>0</b>
<b>Telehealth</b>	<b>1</b>
<b>Transport to Medical Appointments</b>	<b>28</b>

<b>NON-CHSP COMMUNITY NURSING OCCASIONS of SERVICE</b>		
	<b>OoS</b>	<b>Hours</b>
<b>Home Visits</b>	4	120mins=2hrs
<b>Hospital Visits</b>	0	0
<b>Phone Consults</b>	2 x VC	90mins=1.5hrs
<b>Clinic Consults</b>	0	0
<b>Meetings</b>	9	570mins=9.5hrs
<b>Health Promotion Sessions</b>	TRAIC event preparation	840mins=14hrs

<b>REFERRALS</b>
As required to NWRH

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

### **Health Promotion**

November was busy with preparations for the TRAIC funded 'Celebrating Our Volunteers' event. This was money allocated primarily for mental health during the drought. The event was held November 24-25 in Julia Creek. Thanks to Des (CEO) and Greg Wyld (parks and gardens) for helping organisers out at the 11<sup>th</sup> hour when venues had to be changed due to recent rain.

November also saw the end of the Community Nurse's Heart Foundation Health Professional Ambassador Program. Thanks to MSC for supporting my involvement with this.

### **General Business**

There's plenty of change happening at the hospital. In addition to the new build, there's a new, permanently appointed Director of Nursing.



Ordinary Meeting of Council Tuesday 11<sup>th</sup> December 2018

Furthermore, the transition to an Integrated Model of Care for the health needs of our community is well underway at the MPHS. What that means for service delivery by the Community Nurse is still being determined. All enquiries can go to Margaret Woodhouse, Project Manager IMOC.

## Commonwealth Home Support Programme (CHSP)

### Events and Activities

Activities during the month of November included a lovely luncheon at Gannons for Oaks ladies day and we also had our annual trip to Mount Isa, which was a very long day, but enjoyable. Once again the Lions Ladies of Julia Creek put on a fantastic Christmas luncheon which all CHSP clients look forward to and enjoy each year.

### Statistics

CHSP currently have a total of 33 clients.

Service Offered	Number of Clients
Transport	98 Two way trips
Social Support	Visits 28
Personal Care	16 Visits 2 Clients ( Community Nurse)
EXERCISE	6 CLIENTS 7 SESSIONS
Counselling/Support, Information and advocacy (client)	2 hours and 45 min
Shopping	5Trips (4 ` attendees, 2 pickup)
GAMES	18 Attended 4 ( sessions)
Luncheon	30 Attended (3 sessions) visitors
Meals on Wheels	41 Meals delivered
Home Maintenance	50 lawns mowed 25 clients
Domestic Assistance	9 clients 51 visits
Pub Lunch	10 Clients1 SESSION
Clients Transported for Doctors Appointments	11 CHSP clients
Clients admitted to Hospital	3 CHSP CLIENT

### Grants & Funding

Council submitted an Expression of Interest (EOI) for funding under the Rural Economic Development Grant Scheme for the development of a new dipping facility, unfortunately we have been advised our EOI was unsuccessful.

### Consultation:

### Legal Implications:

Nil



Ordinary Meeting of Council Tuesday 11<sup>th</sup> December 2018

**Policy Implications:**

Nil

**Financial and Resource Implications:**

**InfoXpert Document ID: 95612**



## 8.0 CORPORATE SERVICES

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

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**Executive Summary:**

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

**Recommendation:**

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

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**Report:**

The Corporate Services Report compares actual performance to date with the Council's adopted 2018-2019 Budget and provides information, budget variances or any financial risks/concerns.

Financial information provided in this report is:

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

**Income Statement Variances/Comments:**

Revenue increased by \$3.366m from previous months, this is due to receiving the quarterly FAGS grant, \$1.26m advance for Flood Damage on the approval of second quadrant, \$367,000 claim for R2R and \$920,221 claim for RMPC works.



Ordinary Meeting of Council Tuesday 11<sup>th</sup> December 2018

### INCOME STATEMENT SUMMARY

	Actuals	Variance	YTD Budget	Full Year Budget
<b>Total Income</b>	8,311,993	92%	9,064,155	21,753,973
<b>Total Expenses</b>	5,131,766	82%	6,295,926	15,110,222
<b>Surplus</b>	<b>3,180,227</b>	<b>115%</b>	<b>2,768,230</b>	<b>6,643,751</b>
Less Capital Revenue	3,363,018	85%	3,946,970	9,472,727
Plus Depreciation	-	0%	1,763,417	4,232,200
<b>Net Operating Surplus</b>	<b>\$ (182,791)</b>	<b>-31%</b>	<b>\$ 584,677</b>	<b>\$ 1,403,224</b>

### STATEMENT OF FINANCIAL POSITION

	2019 Actuals	2018 Actuals
Current Assets	16,306,695	15,379,450
Total Non-Current Assets	192,840,518	190,871,685
<b>Total Assets</b>	<b>209,147,213</b>	<b>206,251,136</b>
Total Current Liabilities	1,084,003	1,353,363
Total Non-Current Liabilities	96,659	96,659
<b>Total Liabilities</b>	<b>1,180,662</b>	<b>1,450,022</b>
<u>Community Equity</u>		
Asset Revaluation Surplus	67,975,432	67,975,432
Retained Surplus	139,605,908	136,425,681
Reserves	400,000	400,000
<b>Total Community Equity</b>	<b>\$ 207,981,340</b>	<b>\$ 204,801,113</b>

### STATEMENT OF CASH FLOWS

	2019 Actuals	2018 Actuals
<b>Cash Flows from Operating Activities</b>	537,000	552,708
Receipts, Payments & Interest Received		
Borrowing Costs		
<b>Cash Flows From Investing Activities</b>	(7,989,592)	(4,669,152)
Payments and Proceeds for PPE		
Capital Income		
<b>Cash Flows from Financing Activities</b>	-	-
Loan Payments		
Net increase (decrease) in cash held	(7,452,592)	(4,116,444)
Cash at beginning of the financial year	12,862,241	15,665,531
<b>Cash at the end of the period</b>	<b>14,769,997</b>	<b>12,862,241</b>



Ordinary Meeting of Council Tuesday 11<sup>th</sup> December 2018

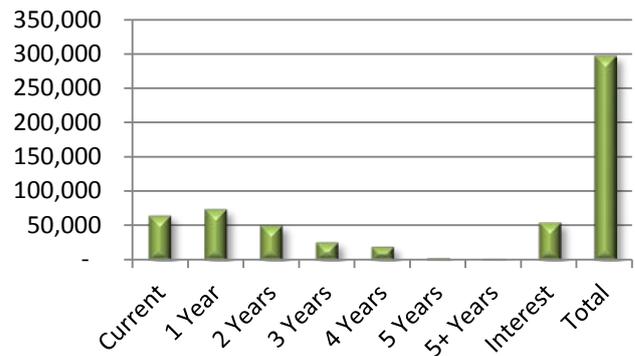
<b>Summary By Departments</b>						
<b>Department</b>	<b>Revenue</b>			<b>Expenditure</b>		
	<b>Actuals</b>	<b>%</b>	<b>Budget</b>	<b>Actuals</b>	<b>%</b>	<b>Budget</b>
Infrastructure & Works	4,784,073	42%	11,318,512	2,191,427	17%	12,699,860
Governance & Partnerships	-	0%	68,190	366,520	38%	960,500
Corporate Services	2,435,386	30%	7,992,467	639,404	38%	1,704,501
Economic Development	138,258	70%	196,918	253,450	24%	1,039,700
Community Services	762,912	43%	1,779,234	1,318,661	38%	3,474,068
Health Safety & Development	7,668	10%	79,050	170,808	26%	669,000
Environment Management	183,696	57%	319,602	183,049	30%	615,000
	<b>8,311,993</b>	<b>38%</b>	<b>21,753,973</b>	<b>5,123,319</b>	<b>24%</b>	<b>21,162,629</b>

<b>Capital Works Program</b>			
	<b>Actual</b>	<b>%</b>	<b>Budget</b>
<b>Infrastructure &amp; Works</b>			
Roads, Grids and Bridges (Including R2R & TIDS)	815,590	34%	2,402,947
Wastewater	1,034	0%	885,000
Water	-	0%	85,000
Transport - Julia Creek Airport	14,789	27%	55,000
Other incl Plant Replacement	77,947		1,135,000
	<b>909,360</b>	<b>20%</b>	<b>4,562,947</b>
<b>Environmental Management</b>			
Reserves Asset Management	374	0%	170,000
	<b>374</b>	<b>0%</b>	<b>170,000</b>
<b>Community Services &amp; Facilities</b>			
Buildings & Other Structures	840,160	26%	3,177,095
Parks & Gardens	3,298	1%	338,800
Council Housing	34,094	27%	127,945
	<b>877,552</b>	<b>24%</b>	<b>3,643,840</b>
<b>Corporate Services</b>			
Buildings & Other Structures	-	0%	-
Office Equipment	810	2%	35,000
	<b>810</b>	<b>2%</b>	<b>35,000</b>
<b>Economic Development</b>			
Julia Creek Livestock Facility	-	0%	-
Economic Development	-	0%	-
	<b>-</b>	<b>0%</b>	<b>-</b>
<b>TOTAL</b>	<b>1,788,096</b>	<b>21%</b>	<b>8,411,787</b>



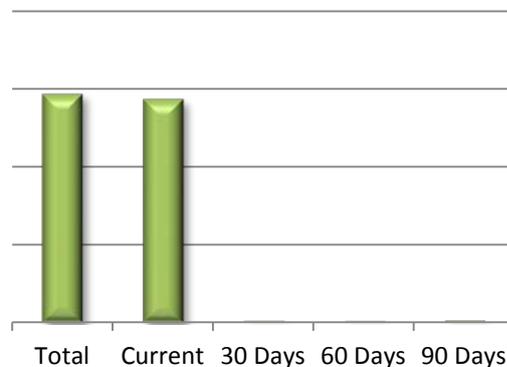
## Outstanding Rates

	Nov-18	Oct-18
<b>Current</b>	65,238	67,572
<b>1 Year</b>	74,224	74,224
<b>2 Years</b>	50,897	51,838
<b>3 Years</b>	26,393	26,393
<b>4 Years</b>	19,939	19,939
<b>5 Years</b>	3,400	3,400
<b>5+ Years</b>	1,846	1,846
<b>Interest</b>	55,225	52,918
<b>Total</b>	<b>297,162</b>	<b>298,130</b>



## Outstanding Debtors

<b>Total</b>	<b>881,002.50</b>
<b>Current</b>	860,765.73
<b>30 Days</b>	6,772.47
<b>60 Days</b>	4,649.19
<b>90 Days</b>	8,815.11



### Consultation:

- Chief Executive Officer
- Director of Corporate and Community Services

### Legal Implications:

### Policy Implications:

### Financial and Resource Implications:

InfoXpert Document ID: 95632

## Capital Works Program 2018-2019 Version 1

Infrastructure & Works	PM	Actuals	%	Budget	Grants/Other	Description
<b>Roads</b>						
TTC Gilliat McKinlay Road	GH	-	0%	1,000,000	500,000	TTC \$500k Council \$500k
TIDS/R2R McKinlay Gilliat Road	GH	38,407	13%	302,947	302,947	R2R \$152,947 TIDS \$150,000
TIDS/R2R Nelia Bunda Road	GH	532,355	89%	600,000	600,000	R2R \$300,000 TIDS \$300,000
TIDS/R2R Punchbowl Road	GH	242,067	97%	250,000	250,000	R2R \$125,000 TIDS \$125,000
RESEAL Shire Road Network - Various shire roads & town streets	GH	2,761	1%	200,000		\$100k in 2017/18 but given the reduction in R2R feel will need to increase to similar budget for 2016/17
Install Kerb & Channel	GH		0%	50,000		44,944.94 CARRYOVER
		<b>815,590</b>	<b>34%</b>	<b>2,402,947</b>	<b>1,652,947</b>	
<b>Wastewater</b>						
Sewerage Replacement and sub-main Lot 2/SP139613	GH	-	0%	35,000		
Scarda System for STP + Network	GH	-	0%	80,000		For this year addition required to complete future program.
Sewerage Lagoon Flow Monitoring	GH	-	0%	30,000		
Sewerage Network Manhole Lid Replacement Program	GH	-	0%	30,000		
Sewer Treatment Plant Upgrades	GH	1,034	0%	710,000	355,000	Total project cost \$710k funded by W4Q
		<b>1,034</b>	<b>0%</b>	<b>885,000</b>	<b>355,000</b>	
<b>Water</b>						
Scarda System for Water	GH	-	0%	30,000		For this year addition required to complete in future program.
Water Meter (backflow prevention) Installation Program	GH	-	0%	25,000		Aiming to complete 50 connections.
Kynuna Water Upgrades	GH	-	0%	30,000		Renew sections of mains.
		-	<b>0%</b>	<b>85,000</b>	-	
<b>Transport</b>						
Airport Generator and Electrical Security Fence	GH	3,678	25%	15,000		
Replace PAL System at Julia Creek Airport	GH	-	0%	10,000		
McKinlay Airport	GH	14,789	49%	30,000	30,000	South32
		<b>14,789</b>	<b>27%</b>	<b>55,000</b>	<b>30,000</b>	
<b>Other</b>						
Plant & Vehicle Replacement	GH	77,947	7%	1,100,000		
Sandyard Power and Containers (civil container setup)	GH	10,430	52%	20,000		
Army Vehicle Hardstand	GH	-	0%	15,000		
Burke Street Footpath Concrete/Paving	GH	-	0%	-		Carry forward to 2019-2020 budget.
		<b>77,947</b>	<b>7%</b>	<b>1,135,000</b>	<b>0</b>	
		<b>909,360</b>	<b>20%</b>	<b>4,562,947</b>	<b>2,037,947</b>	

Environment Management	PM	Actuals	%	Budget	Grants/Other	Description
Reserves Asset Management	GH	374	1%	50,000		
DPI Paddock Fencing , Clearing and Grading	GH	52	0%	50,000		
Sewerage Pond Tree Screening, Irrigation and Stormwater Drainage	GH	5,635	14%	40,000		
Shade at Julia Creek Common	GH	-	0%	20,000		
Julia Creek North Paddock 1 - Shade (Dump Paddock)	GH	-	0%	5,000		
Julia Creek North Paddock 2 - Shade (Grant's Paddock)	GH	-	0%	5,000		
		<b>374</b>	<b>0%</b>	<b>170,000</b>	<b>0</b>	

Community Services & Facilities	PM	Actuals	%	Budget	Grants/Other	Description
<b>Buildings &amp; Other Structures</b>						
						6 x new sinks and bench top, New bench seats, 2 x hand dryers, 6 x shelves for showers and 4 new screen doors for donga rooms
Caravan Park Old Amenity Building	GH	-	0%	10,276		
Caravan Park Shade Sails	GH	-	0%	47,900		Vinyl sail over existing deck area
Early Learning Centre	GH	-	0%	2,000		Replace office carpet
Early Learning Centre Shade Sails	GH	-	0%	35,600		Replace
Town Wi-Fi	TC	-	0%	65,000		
Old SES to Tourist Facility - Museum Extension	GH	-	0%	10,000		
Kev Bannah Oval Switchboard Upgrade	GH	-	0%	35,000		
Kev Bannah Oval Grandstand	GH	-	0%	45,000		roofing is deteriorating and fixtures nearing end, painting of equipment, concrete foundations splitting
Kev Bannah Oval Childrens Play Area	GH	-	0%	34,000		Replace softfall
CSA Clubhouse Shade Sails	GH	-	0%	6,820		Replace
McKinlay Crafty Old School House	GH	-	0%	18,000		External painting
Burke Street Top Shade Sail Replacement	GH	-	0%	8,750		
Kynuna Park Toilet Block	GH	-	0%	80,000		
Julia Creek Cemetery Toilet	GH	-	0%	25,000		Carry project over to 2019-2020 year
Julia Creek Swimming Pool Chemical Dosing Shed	GH	-	0%	7,500		Replace wall cladding
Julia Creek Swimming Pool Shade Sail	GH	-	0%	11,725		On grass area
Julia Creek Swimming Pool Perimeter Fencing	GH	-	0%	90,000		
McIntyre Park Main Switchboard Upgrade	GH	-	0%	30,000		
McIntyre Park Power Pole Replacement	GH	-	0%	5,000		
Bush Kitchen	TC	-	0%	150,000		
Lot 53 SP107207 Railway Land – Railway Bore	GH	-	0%	120,000		
Purchase old HACC building land	GH	10,264	103%	10,000		
Dirt and Dust Venue	GH	-	0%	400,000	300,000	BBRF
Innovation Hub	TC	-	0%	300,000	214,406	BOR Funding. Project cost TBC
						Total Project cost \$1,366,732. LGGSP Funding total \$797,985, received \$239,355.50 in 17/18. \$200k from council reserves.
Council Housing Project	TC	829,896	51%	1,629,524	758,630	
		<b>840,160</b>	<b>26%</b>	<b>3,177,095</b>	<b>1,273,036</b>	

<b>Parks &amp; Gardens</b>						
Dog Park	TC	-	0%	50,000		
Spa Bath Landscaping	GH	-	0%	50,000		Estimate awaiting final price
McKinlay Garden Beds Installation - Centre Middleton Street	GH	-	0%	36,000		
McKinlay Centenary Park	GH	-	0%	40,000		Replace softfall
Julia Creek Cemetery Irrigation	GH	-	0%	45,000		
McIntyre Park Irrigation	GH	-	0%	45,000		
Kynuna Park	GH	3,298	7%	46,000		Fence and Shelter (carry over from 17/18)
Peter Dawes Park Shelter Floor and Drainage upgrade	GH	-	0%	20,000		
Peter Dawes Park Picnic Shelter	GH	-	0%	6,800		Painting of shed structure and walkways
		<b>3,298</b>	<b>1%</b>	<b>338,800</b>		<b>0</b>
<b>Council Housing</b>						
8 Byrne Street, Julia Creek	GH	8,484	54%	15,800		External painting
8 Byrne Street, Julia Creek	GH	-	0%	22,750		Replace stumps
3 Coyne Street, Julia Creek	GH	11,110	89%	12,500		External painting
25 Byrne Street, Julia Creek	GH	-	0%	21,545		Replace vinyl and carpet
5 Coyne Street, Julia Creek	GH	259	1%	18,950		Replace vinyl and carpet
18 Shaw Street, Julia Creek	GH	8,989	72%	12,500		Doctors residence external painting
17 Coyne Street, Julia Creek	GH	-	0%	10,900		Replace carport pole, install drainage around carport, internal cladding to shed, concrete slab at front of house
7 Coyne Street, Julia Creek	GH	-	0%	6,500		Replace front landing and stairs
24 Mathews Street, Julia Creek	GH	5,252	81%	6,500		Locums residence external painting
		<b>34,094</b>	<b>27%</b>	<b>127,945</b>		<b>0</b>
				<b>\$ 3,643,840</b>		<b>\$ 1,273,036</b>

<b>Corporate Services</b>						
	PM	Actuals	%	Budget	Grants/Other	Description
<b>Buildings &amp; Other Structures</b>						
				-	-	
<b>Other</b>						
Office Equipment - Replacement of furniture, IT equipment, software and other	TC	810	2%	35,000		
		<b>810</b>		<b>35,000</b>		
				<b>35,000</b>	<b>0</b>	

<b>Economic Development</b>						
	PM	Actuals	%	Budget	Grants/Other	Description
Julia Creek Livestock Facility						

**TOTAL      \$ 909,734    11%    \$ 8,411,787    \$ 3,310,983**



## **9.0 CHIEF EXECUTIVE OFFICER**

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Ordinary Meeting of Council Tuesday 11<sup>th</sup> December, 2018

**9.1 Subject:** Council Meeting Dates 2019  
**Attachments:** Public Notice of 2019 Council Meeting Dates  
**Author:** Executive Assistant  
**Date:** 5<sup>th</sup> December 2018

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**Executive Summary:**

Section 277 of the Local Government Regulation 2012 requires Council , to at least once per year publish the dates and times of its Ordinary Meetings of Council. This report has been prepared for Council to confirm the meeting dates for 2019.

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

The proposed dates for Briefing and Ordinary Meetings of Council for 2019 are as follows:

**BRIEFING MEETINGS**

**ORDINARY MEETINGS OF COUNCIL**

Tuesday 8th January 2019

Tuesday 15th January 2019

Tuesday 5th February 2019

Tuesday 19th February 2019

Tuesday 5th March 2019

Tuesday 19th March 2019

Tuesday 2nd April 2019

Tuesday 16th April 2019

Tuesday 7th May 2019

Tuesday 21st May 2019

Tuesday 4th June 2019

Tuesday 18th June 2019

Tuesday 2nd July 2019

Tuesday 16th July 2019

Thursday 6th August 2019

Tuesday 20th August 2019

Tuesday 3rd September 2019

Tuesday 17th September 2019

Tuesday 1st October 2019

Tuesday 15th October 2019

Tuesday 5th November 2019

Tuesday 19th November 2019

Tuesday 3rd December 2019

Tuesday 17th December 2019

**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 2019 Ordinary Meetings of Council will be:*

---

**Background:**

Council resolved post the 2016 elections to hold Ordinary Council meetings on a monthly basis and 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.

**BRIEFING MEETINGS**

Tuesday	8th January 2019
Tuesday	5th February 2019
Tuesday	5th March 2019
Tuesday	2nd April 2019
Tuesday	7th May 2019
Tuesday	4th June 2019
Tuesday	2nd July 2019
Thursday	6th August 2019
Tuesday	3rd September 2019
Tuesday	1st October 2019
Tuesday	5th November 2019
Tuesday	3rd December 2019

**ORDINARY MEETINGS OF COUNCIL**

Tuesday	15th January 2019
Tuesday	19th February 2019
Tuesday	19th March 2019
Tuesday	16th April 2019
Tuesday	21st May 2019
Tuesday	18th June 2019
Tuesday	16th July 2019
Tuesday	20th August 2019
Tuesday	17th September 2019
Tuesday	15th October 2019
Tuesday	19th November 2019
Tuesday	17th December 2019

**Consultation:**

**Legal Implications:**

**Policy Implications:** Nil

**Financial and Resource Implications:** Nil

**InfoXpert Document ID:** 95635

# PUBLIC NOTICE

## NOTICE OF 2019 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	15 <sup>th</sup> January 2019
Tuesday	19 <sup>th</sup> February 2019
Tuesday	19 <sup>th</sup> March 2019
Tuesday	16 <sup>th</sup> April 2019
Tuesday	21 <sup>st</sup> May 2019
Tuesday	18 <sup>th</sup> June 2019
Tuesday	16 <sup>th</sup> July 2019
Tuesday	20 <sup>th</sup> August 2019
Tuesday	17 <sup>th</sup> September 2019
Tuesday	15 <sup>th</sup> October 2019
Tuesday	19 <sup>th</sup> November 2019
Tuesday	17 <sup>th</sup> December 2019

Des Niesler  
Chief Executive Officer

9.1.2 InfoXpert Doc ID: 95636



**CONFIDENTIAL**

**9.2 Subject:** DPI Paddock  
**Attachments:** 3  
**Author:** Chief Executive Officer  
**Date:** 6 December 2018

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**Executive Summary:**

**Recommendation:**

In view of the way the whole matter has evolved, it would seem appropriate for Council to pay for all of the boundary fencing, so that we and any tenant now and in the future starts with a clean slate and Council staff managing our stock routes and reserves have a clear understanding of a starting point effectively manage the land and built infrastructure into the future.

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**Background:**

**Consultation:**

**Policy Implications:** Nil

**Financial and Resource Implications:**

**InfoXpert Document ID:** 95652

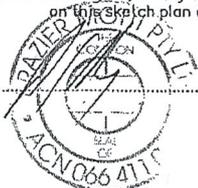


Original information compiled from EN125 in the Department of Natural Resources, Mines and Energy.

NO UNAUTHORISED AMENDMENTS PERMITTED TO THIS PLAN. ORIGINAL SIZE OF THIS PLAN IS A3.

ENDORSED	Sketch P.K.
Accredited Surveyor	<i>[Signature]</i>

We, BRAZIER MOTTI PTY LTD ACN 066 411 041, Cadastral Surveyors, certify that the details shown on this sketch plan are correct.



Director

Date 16/8/18

<p>0m 2000m 4000m 6000m 50mm 100mm 150mm Scale: 1:40000 @ A3</p>	
<p>Project SKETCH PLAN FOR LEASE PURPOSES Lease A being part of Lot 8 on EN125</p>	
<p>Old Normanton Road, Julia Creek</p>	
Parish: ALLAYA	County: EDDINGTON
Client: FLINDERS SHIRE COUNCIL	Map Reference:
Local Authority: MCKINLY SHIRE COUNCIL	Locality: JULIA CREEK
Meridian: EN125	Origin:
Title Reference:	
<p>1300 267 878 www.braziermotti.com.au</p>	<p>Job No: 41843/001-01 File No: 41843_001A.dwg Date: 10th August, 2018 Drawn: SLR Endorsed: Sheet 1 of 1 Sheets Plan No: 41843/001A</p>
<p>TOWNSVILLE   AYR CAIRNS   MACKAY</p>	<p>surveying   town planning   project management   mapping and GIS</p>

Tanya Parry  
P O Box 34  
Julia Creek  
Qld 4823

3rd December  
2018

CEO & Councillors of McKinlay Shire Council,  
PO Box 177  
Julia Creek QLD 4823

Dear Des,

I am writing to you regarding a fence that borders my 'slaughter yards' paddock and the old DPI paddock, that Council now controls.

In late May - early June of this year, I had a phone call from Andrew Boardman, and in what was a very short discussion he said he was looking to put up a new fence between my paddock and the DPI paddock, and advised me that the current fence was not in the correct place.

During that call, I asked him how the hell was I supposed to come up with the money to pay for this fence, and also said if he was going to move the fence that I would NOT pay one cent towards costs. This is the only contact I have had from Council except on one occasion when John Kelly spoke to me about it and he was going to try and get things sorted out before he left. I have also had a quick conversation with yourself ( Des) off my own bat.

The fence line in question has been there for some 80+ years, and was due to undergo repairs when Andrew raised this issue with me. Given the uncertainty of where the fence should have been, I decided to put the repairs on hold, until the correct location of where the fence should have really been was determined.

I would like it noted that Andrew had organised for a tender to be sent out for the DPI paddock prior to our fence issue being sorted out.

I would also like it noted that when Andrew wanted to survey my paddock, he couldn't even call me and ask me himself. Instead, he rang my sister Tenneil (the Director of Corporate and Community Services), and she told him he should contact the land owner directly. In my

opinion, Andrew should not have contacted Tenneil, as I do not discuss any of my personal dealings with Council with her.

As it is now, Council is receiving agistment money for the DPI paddock, while half the cattle are in my paddocks eating my grass. What I would like to know is why a fence line that has been in the same place for at least 80 years needs to be moved now? I am also aware of another fence that came up in the shire last year that is not in the correct place, and that fence did not get moved, which leads me to wonder if there are there different rules for different people?

This may well be a very expensive project for Council because I think you will find a lot of fence lines are not in the correct position, and if you start with this one, does that mean you'll be moving all of them?

Andrew sent the tender out of where the fence is now and when the tender got signed he changed the fence position. How is this possible? Is this even legal?

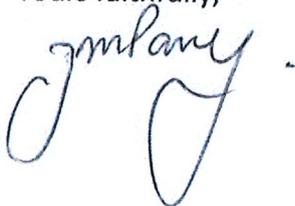
On Saturday 1/12/2018 I went down to my paddock and noticed a loader clearing the fence line between my paddock and the DPI paddock. I have not gone into any agreement with Council yet over the fence so was surprised to see the loader there. Colin Malone rang me this morning (3/12/2018) to let me know that Council was going to start clearing the fence line and asked me if anyone had contacted me. This was the first I'd heard about it.

From my point of view, there has been a significant lack of communication within Council about this matter, and while I believe Andrew was a big part it, it seems to be ongoing.

I do not know what the outcome is going to be, but I do know that I am definitely not in the position to pay for a new fence right now. I am not financial enough and I have a child going off to boarding school next year.

Ultimately, I would like the fence left where it is. I look forward to hearing from you with regards to us resolving this matter to an agreeable outcome for all parties concerned as soon as possible.

Yours faithfully,

A handwritten signature in cursive script, appearing to read "J. Maloney". The signature is written in dark ink and is positioned below the typed name "J. Maloney".

I refer to the letter received from Ms T Parry dated 3 December 2018.

Historically the old DPI paddock as it's known until recently was owned by the State of Queensland with DPI management. It's obvious that the process of acquiring the paddock, it's disposal and subsequent fencing was plagued with controversy from the onset. The fencing is in a significant state of disrepair through neglect by the owner at the time of acquisition and any other party the subject of any of land tenure arrangements involving the fencing. The Council is not privy to that information.

However now that the land tenure arrangements have substantially changed and Council is the new owner, the Council has inherited infrastructure of a very poor standard or in some instances, non existent. Council has also inherited the ire of the previous tenant whom has pointed out hearsay deficiencies in the way any dealings were conducted up until the present time. On the basis that Council conducted its business to the present in a lawful manner, it would seem appropriate that those dealings have been concluded perhaps not to the satisfaction of the previous tenant but satisfying any lawful actions that may have taken place to bring us to this point.

Which brings us to the new fencing and the "old" fence. Fences built off line ie not on the property boundary, are owned by the landholder on which the fence is located. Therefore, the "old" fence is Council owned and subject to any treatment the owner deems fit. A survey plan of the paddock is sufficient evidence to establish the property boundary. A fence built on a shared boundary becomes a shared fence and any costs associated with its construction may also become shared. Normally, these arrangements are communicated between owners prior to any works being undertaken, mostly to avoid any conflict which might arise. The *Neighbourhood Dispute Resolution Act 2011* and *QCat* are mechanisms to help resolve neighbourhood fence disputes. To the writer, if any communication regarding any new fence arrangements did occur, it seems to have been "messy" to say the least. If it didn't, then the Council administration is at fault for poor management of a situation that was always going to escalate.

There are other matters contained in Ms Parrys letter which I would deem as hearsay and unless concrete evidence is provided, then no further action is contemplated.

Taking into account all of the above, the only matter outstanding is the cost of the boundary fence.

In view of the way the whole matter has evolved, it would seem appropriate for Council to pay for all of the boundary fencing, so that we and any tenant now and in the future starts with a clean slate and Council staff managing our stock routes and reserves have a clear understanding of a starting point to effectively manage the land and built infrastructure into the future.



**9.3 Subject:** CEO Monthly Report for November 2018

**Attachments:**

**Author:** Chief Executive Officer

**Date:** 6 December 2018

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**Executive Summary:**

Matters arising during the period

- Requested survey plans for pasturage reserve occupants seeking trustee lease finalisation with a view to cleaning up outstanding land matters
- Fielded complaints and or clarification requests on aspects of Pre qualified supplier register
- Interviewed applicant for DERS position
- Reviewed policies and procedures on some aspects of Councils operations with a view to perhaps improvement
- Numerous meetings with DERS to ascertain status of operational matters
- Meeting with AECOM rep to ascertain flood damage submission status and a suggestion that Council was anxious to have approvals in place sooner rather than later
- Looking at ways to improve the tender selection process for plant hire and goods or services into the future
- CEO stuff

**Recommendation:**

That Council note the monthly update from the CEO for information purposes.

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**Background:**

**Consultation:**

**Policy Implications:** Nil

**Financial and Resource Implications:**

**InfoXpert Document ID:** 95653



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

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## Workplace Health, Safety and Risk Report

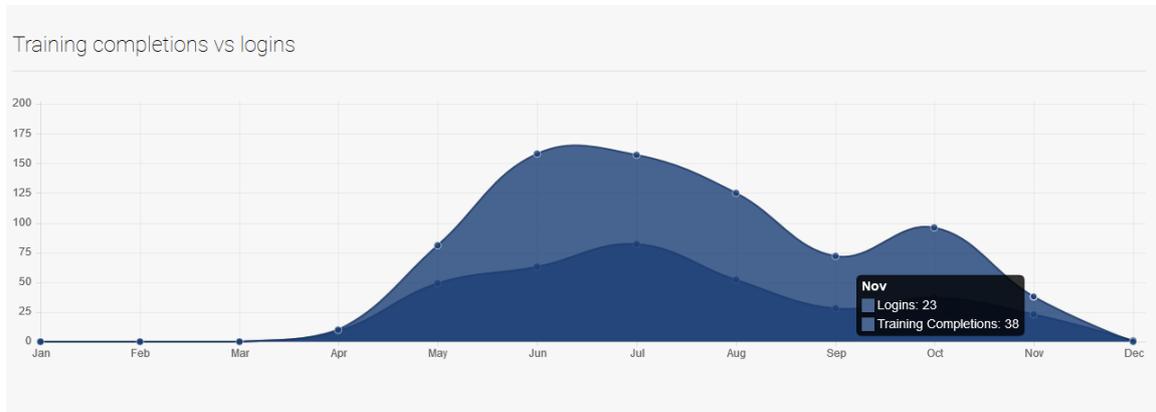
DATE; 6 <sup>th</sup> December 2018		<input checked="" type="checkbox"/> Monthly	<input type="checkbox"/> Quarterly	<input type="checkbox"/> Yearly	<input type="checkbox"/> Two Yearly
<b>November 2018</b>					
<b>Objectives of WH&amp;S Management System Plan 2017 / 2018;</b>					
<ol style="list-style-type: none"> <li>1. Comply with the intent of the Workplace Health and Safety Act 2011 in preventing a persons death, injury or illness being caused by a workplace, by a relevant workplace area, by work activities, or by plant or substances for use at a workplace</li> <li>2. Contribute to a Management framework that allows all work areas to manage WH&amp;S in a preventative way;</li> <li>3. Ensure that WH&amp;S is an integral part of effective business practice; and</li> <li>4. Clearly state the principles for managing WH&amp;S and how the organisation is expected to perform in accordance with legislative requirements</li> </ol> <p><i>The primary objective is to provide a structured methodology to conduct all WH&amp;S matters over an annual cycle.</i></p>					
<b>Monthly KPI's</b>		<b>Measurement / Score</b>	<b>Detail / Information</b>		
80% of completed items indicated in MAP's		48%	See MAP's, Per month and accumulative tally		
20% of carry over items indicated in MAP's		52%			
<b>Quarterly KPI's</b>		<b>Measurement / Score</b>	<b>Detail / Information</b>		
Progressive Statistics as above		✓	See MAP's Table following on P3 of this Report, Per month and accumulative tally		
Progressive incidents, LTI's and days lost over the year;		✓	Incident and Event Statistical information collated on P4 of this Report, Per month and accumulative tally		
Progressive lost time frequency and duration rates compared to the scheme		✓			
Progressive costs of claims over the year;		✓	LGMS Dashboard Information, P6 of Report		
Hazard inspections completed as per the Hazard Inspection Matrix		✓	See Hazard Inspection Table on P7		
<b>Yearly KPI's</b>		<b>Measurement / Score</b>	<b>Detail / Information</b>		
Progressive monthly statistics as above		✓	See MAP's Table following on P3 of this Report, Per month and accumulative tally		
Progressive incidents, LTI's and days lost over the year;		✓	Incident and Event Statistical information collated on P4 of this Report, Per month and accumulative tally		
Progressive lost time frequency and duration rates compared to the scheme		✓			
Progressive costs of claims over the year;		✓	LGMS Dashboard Information, P6 of Report		
Hazard inspections completed as per the Hazard Inspection Matrix		✓	See Hazard Inspection Table on P7		
Results of Internal WH&S Management System Audit or the WHSA Annual Assessment Report		January 2019	To Schedule 2019 - Schedule for Handover with new Resource		

Two (2) Yearly	Measurement / Score	Detail / Information
Progressive Monthly and 3 monthly statistics as above	✓	See the following tables for statistical outcomes.
Results of an external WHS Management Systems Audit or the WHSA's Annual Assessment Report	50%	External LGW Audit Scheduled for; 13 <sup>th</sup> November 2017
Completion of the two yearly MAP's	N/a	Scheduled for January 2019
Results of the overall, two yearly injury trend analysis	N/a	Scheduled to culminate January 2019 Ongoing statistical information following
Additional Objectives (WH&S Management System Plan 2017 / 2018)	Measurement / Score	Detail / Information
Sufficient resources trained to conduct SafePlan's Internal WHS Management Systems Auditing.	TBC	To be completed when a permanent resource is secured.
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.	✓	Monthly Action Plan for September ready for sign off.
The RAP is to be included in the WHS Plan for the next two years.	✓	Ongoing, Complete to January 2019
Actions Register; number of actions outstanding	✓	See the Actions Register Table at P7
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 P8
Prestarts and Toolbox Meetings completed	✓	See Table at P10 for Consultation completions
Key Outcomes		
<ol style="list-style-type: none"> <li>1. Management and workers display commitment and involvement in achieving a safe and health workplace</li> <li>2. Appropriate consultative mechanisms are implemented</li> <li>3. Safe systems of work are implemented and maintained</li> <li>4. Plant and equipment is maintained in a safe condition</li> <li>5. All workers receive supervision, instruction, information &amp; induction training in all matters pertaining to WHS</li> <li>6. Reporting of all accidents / incidents &amp; mishaps &amp; / or systems that may be related to WHS risks at workplace</li> <li>7. Effective rehabilitation programs with early intervention to assist injured workers back into the workplace</li> <li>8. The provision &amp; maintenance of workplaces and equipment where risk to people is eliminated or minimised;</li> <li>9. Provision of personal protective clothing &amp; equipment, where appropriate, for control of workplace hazards</li> </ol>		
Note all of the above KPI's are mandatory and MUST be reported on as directed		
Reference;		
SafePlan2 WHS Management System Plan 2017 / 2018, MSC Ver 1 02/2017 Procedure, Performance Measures, April 2015 and Procedure, WH&S Incentives and Awards, March 2014		

## Compliance Training

As per WHS Management System Plan 2017 2018

E3 LMS (Online) Training initiated April 2018



Upcoming training for December;

- Nil, we will be catching up on already scheduled training.

## Key Performance Indicators

As per 'Schedule, Hazard Management Inspection Register', and WHS Management System Plan 2017 2018

Including Monthly Action Plans (MAP's) as per WH&S Management System Plan 2017 2018

MONTH	Monthly Action Plans (MAP's)						Audits / Hazard Inspections			Actions; Insp & Audits	WH&S Audits & Observ.	Consultation		Risk Management			Comments / Information
	#	Total	Closed	Comp %	Target	Carry Over	Sched	Complete	Not Comp			P/Start	T/box	Journey Plans	ISEA's & SWMS's	Plant & Equip	
Jan-18	2	25	11	44%	80%	14	56%	0	0	0	0	65	0	22	2	0	
Feb-18	12	26	16	62%	80%	10	38%	25	16	9	25	1	76	0	42	3	0
Mar-18	13	23	12	52%	80%	11	48%	22	13	9	9	0	73	0	54	0	0
Apr-18	9	21	9	43%	80%	12	57%	10	4	6	11	0	71	5	18	0	0
May-18	11	23	9	39%	80%	14	61%	17	9	8	5	1	82	0	29	0	0
Jun-18	7	21	8	38%	80%	13	62%	11	8	3	3	0	63	3	23	0	0
Jul-18	10	23	10	43%	80%	13	57%	7	5	2	9	2	69	1	14	1	0
Aug-18	9	22	10	45%	80%	12	55%	20	14	6	20	3	84	1	26	1	0
Sep-18	8	20	9	45%	80%	11	55%	13	8	5	6	2	52	1	17	2	0
Oct-18	12	23	12	52%	80%	11	48%	8	5	3	6	1	56	0	30	4	0
Nov-18	11	27	13	48%	80%	14	52%	16	2	14	8	0	48	0	57	6	0
Dec-18	9	23		0%	80%	23	100%	0	0	0				5			
Jan-19	3	26		0%	80%	26	100%	0	0	0							
<b>Total 2018</b>	<b>234</b>		<b>214</b>	<b>46%</b>	<b>80%</b>	<b>11</b>	<b>54%</b>	<b>149</b>	<b>84</b>	<b>65</b>	<b>102</b>	<b>10</b>	<b>739</b>	<b>11</b>	<b>337</b>	<b>19</b>	<b>0</b>

OUTSTANDING ACTIONS	Extreme Risk	High Risk	Moderate Risk	Low Risk	Details / Comments
Total 223	1	53	142	27	At 6.12.18

Extreme Risk; Identified issue with access to Kynuna Bore, EWP Access only – remove platform and ladder (dangerous)

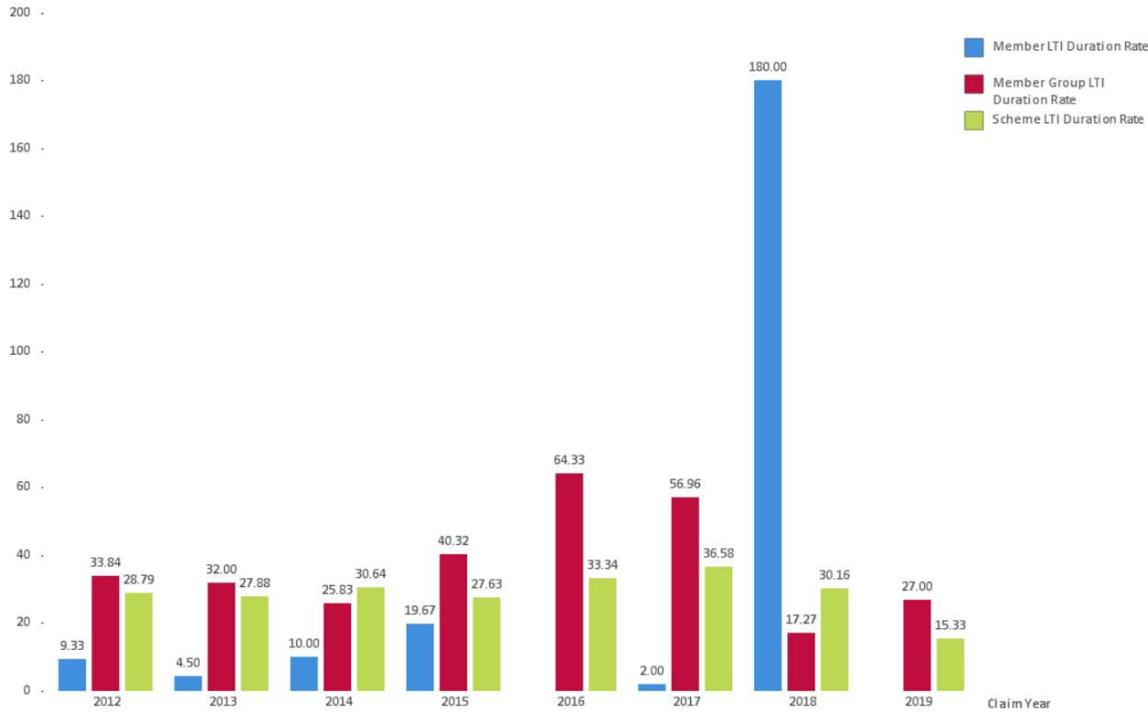
Actions are identified via Inspections, Audits, Incidents etc. and their risk assessed, with preventative or corrective actions identified to control the risk – this process improves the Health, Safety and compliance of the business

Currently Work Health & Safety Management Plan will expire at the end of January 2019. WH&S has reviewed the plan and made appropriate updates, to be reviewed with Management Group next week, this will be in draft form ready for EMT 13<sup>th</sup> of Dec 2018, Council induction 14<sup>th</sup> of January 2019 and then presented at the WH&S Committee meeting on the 23<sup>rd</sup> of January 2019.

## LGW

**As at 29th October 2018;**

*1 x WorkCare Claim to date \$209k (2017 Incident), 2 x General Insurance Claims \$140k ( 1 is a 2017 Incident)*



*Comparison of MSC (blue)*

*To*

*Overall member group (red)*

*LGW are planning a visit in February with two (2) of their Consultants Abbey Overland and Joshua Mountford, both have been terrific to deal with regarding MSC claims and they take great care and consideration of the personnel on rehabilitation. I have advised MSC would absolutely welcome them.*



ABN 46 448 426394

## Incidents and Events

*Incidents  
for MSC  
2018 YTD*

MONTH	Total Reports	Injuries						Damage		Environ.	Hazards	Breach	Near Miss
		LTI	RRTW	MTI	FAI	Report Only	Not work Related	Plant, Equ & Property	Vandalism	Spills		Procedural	
Jan-18	1						1						
Feb-18	2				1			1					
Mar-18	0												
Apr-18	0												
May-18	1							1					
Jun-18	1							1					
Jul-18	2				1					1			
Aug-18	0												
Sep-18	4			1	1						1		1
<b>Oct-18</b>	<b>5</b>		<b>1</b>		<b>1</b>						<b>2</b>	<b>1</b>	
Nov-18	0												
Dec-18	0												
<b>Total 2018</b>	<b>16</b>	<b>0</b>		<b>1</b>	<b>4</b>	<b>0</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>1</b>

*Occurrence  
of  
incidents;*

2018	Total Reports	Percentage	Injuries	Percentage	Damage	Percentage
Monday	4	25%	0600 to 1200	9	56%	
Tuesday	5	31%	1200 - 1600	1	6%	
Wednesday	2	13%	1600 - 0600	4	25%	
Thursday	1	6%	Unknown	2	13%	
Friday	1	6%				
Sat / Sun	3	19%				
<b>Total</b>	<b>16</b>	<b>100%</b>		<b>16</b>	<b>100%</b>	



## 11. MEMBERS BUSINESS

## 12. CLOSE