



Victoria Daly
REGIONAL COUNCIL

AGENDA

**TIMBER CREEK LOCAL AUTHORITY MEETING
TO BE HELD ON TUESDAY 21 FEBRUARY 2023
AT 3:00 PM
AT THE TIMBER CREEK COUNCIL OFFICE
VDRC OFFICE**

MEMBERS

| | |
|-------------|----------------------------|
| Chairperson | Coralie Myers |
| Member | Larry McLaughlin |
| Member | Cecelia McKenzie |
| Member | Rebecca Myers |
| Member | John Horgan |
| Member | Chris Flood |
| Member | Darryl Darby |
| Councillor | Councillor Shirley Garlett |

STAFF AND MAYOR

| | |
|--------------------------------------|----------------------------|
| Mayor | Brian Pedwell |
| Chief Executive Officer | Brian Hylands |
| Council Operations Manager | Paul Buckley |
| Council Operations Assistant Manager | Renee Croton |
| Director of Council Operations | Matthew Cheminant |
| Manager of Executive Services | Michelle Griffin |
| PR and Communications Coordinator | Maggie Coggan |
| Grants Manager | Keira Townsend (via Teams) |

GUESTS

| | |
|---|-----------------|
| The Department of the Chief Minister and Cabinet | Hailey Dack |
| AEC – Indigenous Electoral Participation Program Team | Maryanne Walley |



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No responsibility is implied or accepted by the Victoria Daly Regional Council for any act, omission or statement or intimation occurring during Council or committee meetings.

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Brian Hylands
Chief Executive Officer



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1. Meeting Opening

2. Welcome

3. Attendance and Apologies

3.1. Community Attendees

3.2. Apologies and Absentees

4. Disclosure of Interest

5. Resignations, Terminations and Nominations

5.1. Resignations

Nil

5.2. Terminations

Nil

5.3. Nominations

Nil

6. Invitation for Deputations to Present/Speak

6.1. Local Authority Training - Roles and Responsibilities

Report Type Local Authority Reports

Attachments

1. Roles and Responsibilities Local Authorities [6.1.1 - 14 pages]

Department of THE CHIEF MINISTER & CABINET

Roles and Responsibilities of Local Authority Members



Course overview



- **The role of a local authority member**
- **How are local authorities formed?**
- **What is the business of the local authority**
- **What is the business of council**
- **Responsibilities of local authority members**
- **Engaging your community**
- **Local Authority Project Funding**

1. What is the role of a local authority member?

A local authority member is the voice of people in their community. Their role includes:

- Supporting your community to have a say in council business.
- Providing recommendations to the council.
- Let the community know what the council is doing.



2. How are local authorities formed?

- It is the Minister for Local Government that picks the local authorities for your regional council.
- The council creates the local authority and the area it covers.
- The council will decide on the number of members for the local authority.
 - 6 is the minimum number and 14 is the maximum.
- The local authority includes at least one council member from the local authority's ward.

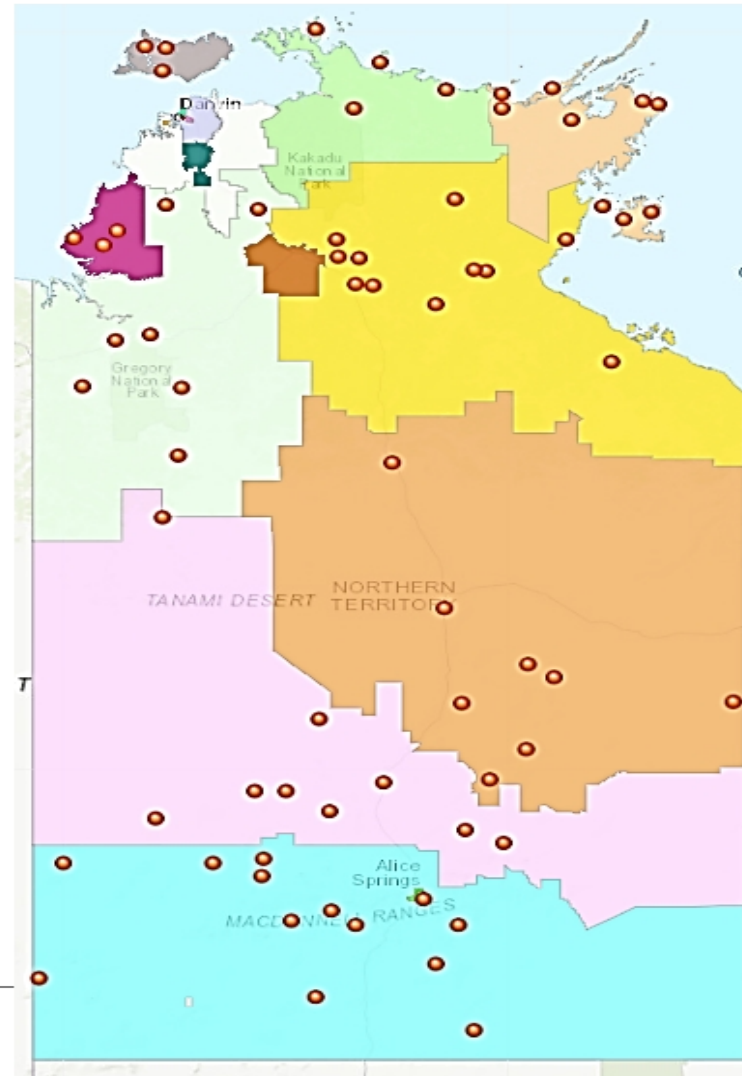


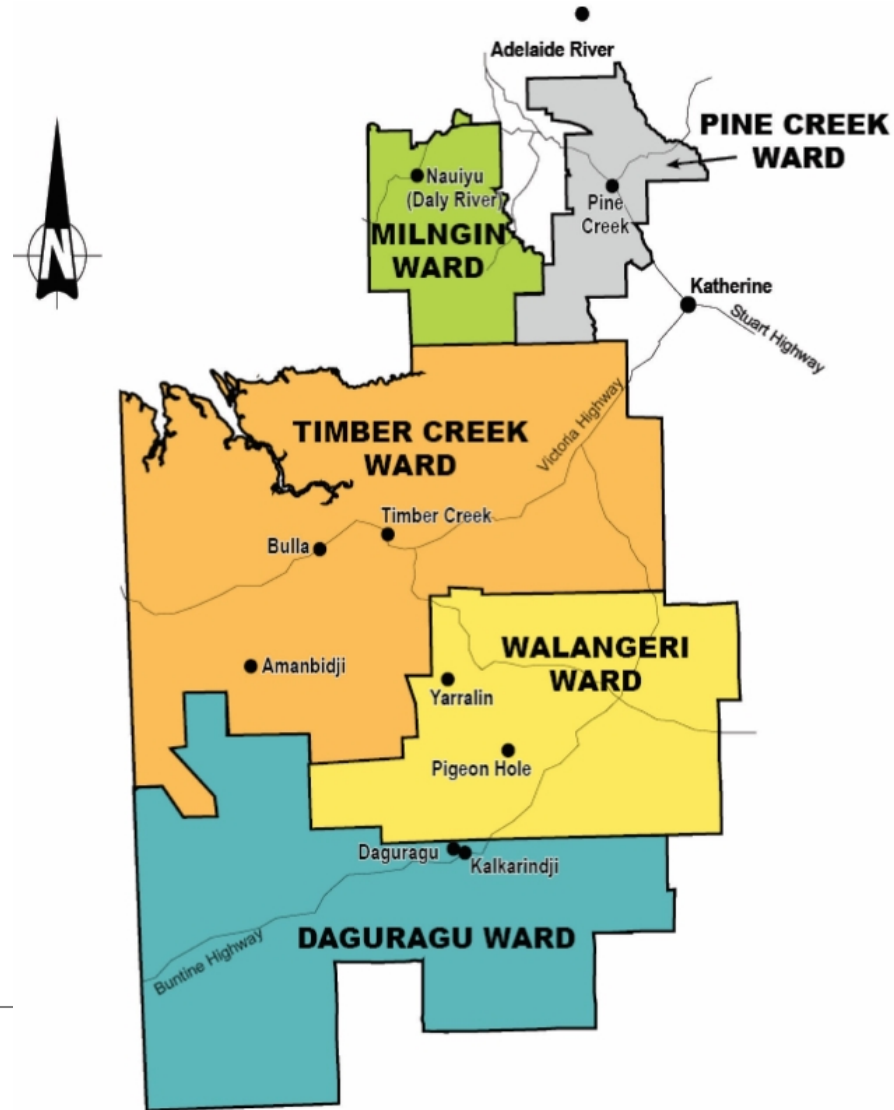
Where are the Local Authorities?

There are currently 67 Local Authorities

Local Authorities are connected
with the following regional councils:

- Barkly
- Central Desert
- East Arnhem
- MacDonnell
- Roper Gulf
- Tiwi
- Victoria Daly
- West Arnhem
- West Daly





3. What is the business of a local authority?

Local authorities work with their communities and their council on local issues and priorities.

The Local Authority provides advice to the council on:

- budget
- priorities for expenditure
- service delivery
- regional plans
- strategic directions
- funding



4. What is the business of council?

The business of a council in the Northern Territory includes making decisions on services and infrastructure to the council are:

- waste collection
- roads
- street lighting
- libraries
- parks and gardens
- community events



Regional councils also often deliver services such as aged care, disability services, youth programs and early childhood/child care. They help plan and deliver community projects that have been identified as priorities by each local authority.

5. What are the responsibilities of local authority members?

Local Authority members:

- Attend meetings (meetings must be held at least 4 times a year)
- Make recommendations to council about issues in their area
- Provide recommendations to council about Local Authority Project Funding
- Exercise any delegated powers from the council
- Comply with the code of conduct
- Act in the best interests of your area
- Declare any conflicts of interest



Code of Conduct

The Code of Conduct outlines the expected behaviour of council and local authority members.

The Code of Conduct requires members to:

- Act with honesty and integrity; care and diligence; and courtesy
- Be respectful to each other and council staff; of culture and diversity; and of confidential information shared with them.
- Declare conflicts of interest and gifts that may influence their decision
- Be accountable to the community and act in the interests of all
- Take part in training where required.



5. What is the role of the Chair?

The Chair is appointed by the Local Authority members.

They have the same roles and responsibilities as other local authority members, but they also have some extra roles. These include:

- Chairing meetings of the local authority
- Running a good meeting, keeping everyone on track and respectful.
- Making sure all voices are heard and the local authority is making good recommendations to the council.



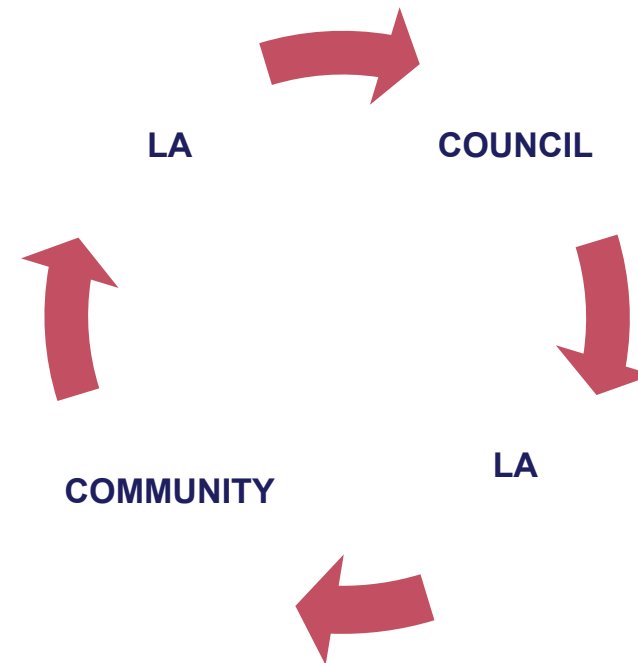
6. How can I perform my role well?

You should know what is going on in your community.

Talk to the community about their concerns and what they would like council to do for them and provide this feedback to council.

Think about the information and the options and what the community needs.

It is important to ask questions about things that are not clear and seek more information.



7. Local Authority Project Funding

Each local authority has a bucket of money to assist with local projects.

- You should talk to your community about what is needed and make recommendations for how this money should be used. e.g playgrounds or street lighting.
- You might also want to use the money to support the local authority and local councillors to understand their roles and how to achieve the best outcomes for the community.



Resources



For more information, view the following resources:

- The Local Government Act 2019 at Part 7.2 talks about declaring interests, conflict of interests, and gifts and benefits.
- The Code of Conduct is contained at Schedule 1 to the Act also covers the areas in this module.
- The Local Authority Project Guidelines can be found here:

https://cmc.nt.gov.au/_data/assets/pdf_file/0010/595585/local-authority-project-funding-guidelines.pdf



6.2. Australian Electoral Commission - Indigenous Electoral Participation Program

Report Type Presentation (allocated 15 minutes)

7. Confirmation of Minutes

7.1. Timber Creek Local Authority Meeting held on 15 November 2023

Recommendation

That the minutes of the Timber Creek Local Authority Meeting held on 15 November 2023 be taken as read and be accepted as a true record of the meeting.

Attachments

1. 20221115 TCLA MIN unconfirmed [7.1.1 - 5 pages]



MINUTES

TIMBER CREEK LOCAL AUTHORITY MEETING
HELD ON TUESDAY 15 NOVEMBER 2022
AT 3:00 PM
AT THE TIMBER CREEK COUNCIL OFFICE
VDRC Office



Victoria Daly
REGIONAL COUNCIL

MINUTES
Timber Creek Local Authority Meeting Tuesday 15 November 2022

VICTORIA DALY REGIONAL COUNCIL DISCLAIMER

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A handwritten signature in black ink, appearing to read 'Russell Anderson'.

Russell Anderson
Chief Executive Officer



1. Meeting Opening

The Timber Creek Local Authority Meeting 15 NOV 2022 opened, the time being 3:14 pm.

1. Present

Appointed Members Present

| | |
|-------------------------------|-------------|
| Coralie Myers | Chairperson |
| Rebecca Myers (via telephone) | Member |
| John Horgan | Member |
| Cecilia McKenzie | Member |

Staff Present

| | |
|----------------|--------------------------------------|
| Paul Buckley | Council Operations Manager |
| Renee Croton | Council Operations Assistant Manager |
| Leanne Buckley | Community Care Coordinator |

2. Welcome

Chairperson welcomed members and visitors to the meeting.

3. Attendance and Apologies

3.1. Community Attendees

Nil.

3.2. Apologies and Absentees

Apologies: Matthew Cheminant.

Leave of Absence: Nil

4. Disclosure of Interest

There were no disclosures of interest at this meeting.

5. Resignations, Terminations and Nominations

5.1. Resignations

5.1.1. Resignation of Felicity McLaughlin from the Timber Creek Local Authority



Motion

That the Resignation of Felicity McLaughlin from the Timber Creek Local Authority is noted.

Mover: Rebecca Myers

Second: John Horgan

Resolution:TCLA-2022/18: Carried 4 / 0

5.2. Nominations

5.2.1. Nomination of Darryl Darby to the Timber Creek Local Authority

Motion

That the Nomination of Darryl Darby to the Timber Creek Local Authority is received and accepted.

Mover: Coralie Myers

Second: Cecelia McKenzie

Resolution:TCLA-2022/19: Carried 4 / 0

5.2.2. Nomination of Christopher Flood to the Timber Creek Local Authority

Motion

That the Nomination of Christopher Flood to the Timber Creek Local Authority is received and accepted.

Mover: John Horgan

Second: Rebecca Myers

Resolution:TCLA-2022/20: Carried 4 / 0

6. Confirmation of Minutes

Motion

That the minutes of the Timber Creek Local Authority meeting held on 16th August 2022 be taken as read and be accepted as a true record of the meeting.

Mover: Cecelia McKenzie

Second: John Horgan

Resolution:TCLA-2022/16: Carried 4 / 0

7. Councillor Update

7.1. Councillor Update from Cr Shirley Garlett

There was no Councillor update.

8. Reports

8.1.1. Timber Creek Council Report

Motion

A. That the Timber Creek Council Report report is received and noted

Mover: Rebecca Myers

Second: Coralie Myers

Resolution:TCLA-2022/21: Carried 4 / 0

8.2.1. TCLA Financial Report



Motion

A. That the report TCLA Financial Report is received and noted

Mover: Cecelia McKenzie

Second: Rebecca Myers

Resolution: TCLA-2022/22: Carried 4 / 0

8.3.1. Actions Update

Motion

A. That the Actions Update report is received and noted

Mover: Coralie Myers

Second: John Horgan

Resolution: TCLA-2022/23: Carried 4 / 0

8.4.2. Local Authority Review Report (12-OCT-22 DRAFT)

Motion

A. That the report Local Authority Review Report (12-OCT-22 DRAFT) is received and noted

Mover: Coralie Myers

Second: John Horgan

Resolution: TCLA-2022/24: Carried 4 / 0

9. Questions from the Public

10. General Business

Leanne Buckley spoke to Timber Creek LA members regarding Aged Care.

Chairperson advised Timber Creek LA members she applied for a grant for an International Women's Day event in March 2023.

Chairperson advised she would be requesting nominations throughout Timber Creek community.

Motion

That the Timber Creek Local Authority donate \$500.00 of LAPF to the International Woman's Day event being held in March 2023.

Mover: Rebecca Myers

Second: Cecelia McKenzie

Resolution: TCLA-2022/17: Carried 4 / 0

11. Next Meeting

The next Meeting of the Timber Creek Local Authority will be advised shortly.



8. Council Response to Previous Minutes

8.1. Council Response to Previous Minutes

Report Type Local Authority Reports
Department Chief Executive Office
Prepared by Manager of Executive Services

Purpose

The purpose of this report is to provide feedback to the Timber Creek Local Authority from the relevant Ordinary Council meeting.

Recommendations

- A. That the Timber Creek Local Authority receive and note the feedback from Council

Feedback

At their meeting on Tuesday, 13 December 2022, Council received and accepted the minutes of the Timber Creek Local Authority meeting held on 15 November 2022 [OCM-2022/205].

Council endorsed the commitment of \$500 of LAPF towards the International Women's Day event [OCM-2022/205].

Council officer conflict of interest declaration

We the Author and Approving Officer declare we do not have a conflict of interest in relation to this matter.

Attachments

Nil



9. Reports

9.1. Council Operations Manager Report

Report Type Report for Information
Council Operations Manager Report
Local Authority Report

Department Community Council Operations Council Operations

Prepared by Council Operations Manager, Timber Creek

Purpose

To update Council on the Council Operations Manager Report activities.

Recommendations

- A. That the Council Operations Manager Report report is received and noted

Regional Plan

Goal 1: Quality Leadership

- 1.1 - Ensure effective community leadership and representation to Council of local issues through Local Authority Committees
- 1.3 - Comply with all statutory, regulatory and reporting requirements
- 1.5 - Advocate on behalf of the region to address regional disadvantage

Goal 2: Financial Sustainability

- 2.2 Work with key on-ground personnel to develop innovative budget solutions to minimize expenditure and maximize income streams
- 2.3 Improve efficiencies within the Council to minimize resource wastage

Goal 4: Liveability

- 4.1 Delivery of quality programs which support resident's well being

Goal 5: Infrastructure

- 5.1 Develop and implement an Asset Maintenance and Replacement Program

Events and Activities

Australia day – Held at the council chambers at Timber Creek. Renee Croton COAM set out the celebrations with a BBQ, games and face painting. Councillor Shirley Garlett handed out the awards to our local award winners.

Jan Starr from Aged care Australian of the year for Timber Creek region.

Coralie Myers LA member Young Australian of the year for Timber creek.

Wirib Store- manager Chris Flood for Business of the year for Timber Creek.

Internation womens day event with a donation from The La group.



Sorts and Rec program being held each week when there has been an availability of Night Patrol Staff. Movie nights, games and activities in the afternoons during school weeks.

Community Events

Harmony day event. If volunteers would like to help, please see the council. Bulla and Timber Creek school have expressed interest in the event.

Anzac Day is coming up and looking for volunteers to help please see council. We are hoping to hold a similar event as last year.

Local Authority Meetings

Next meeting 21/02/2023

Vacant Positions (VDRC in Community)

A cleaner position and two operations positions are currently available from the council.

Positions vacant with cdp and Night Patrol in Timber Creek.

Maintenance Buildings and Fixed Assets

Extensive cleanup has been done over the last 8 weeks from the December floods around our fixed assets and park areas.

Maintenance of staff housing going ahead with quotes. Current works to council assets being carried out in keeping with WHS standards.

New water cooler bubbler installed at the BBQ area at the council Basketball courts.

Plant and Equipment

Plant registers are currently being updated with the implementation of new daily checklist sheets.

Awaiting parts for plant to assure WHS standards. These plant items are currently tagged out and not in use.

Regional Plan Project Priorities

Funds allocated to the festival for June 2023.

Funds allocated to the international women's day this year.

The council is moving forward with possible grant funding for an outdoor gym on the council garden grounds beside the existing playground. This does require LA funds to complement the grant funding to move forward.

Council officer conflict of interest declaration

We, the Author and Approving Officer, declare we do not have a conflict of interest in relation to this matter.

Attachments

Nil



9.2. Finance Report for six months period ending 31st December 2022

Report Type Finance Report
Department Corporate Services
Prepared by Senior Accountant

Recommendations

- A. That the report Finance Report for six months period ending 31st December 2022 is received and noted

Council officer conflict of interest declaration

We the Author and Approving Officer declare we do not have a conflict of interest in relation to this matter.

Attachments

1. Timber Creek Ward Finance Report [9.2.1 - 4 pages]

TIMBER CREEK WARD

Income and expenditure for the period ending 31st December 2022

Victoria Daly Regional Council
Income and Expenditure

| Description | Year To Date Ended on 31st December 2022 | | |
|---|--|------------------|------------------|
| | Actual | Budget | Variance |
| Income | | | |
| Fees and Charges | 614,544 | 733,395 | (118,851) |
| Operating Grants and Subsidies | 343,819 | 653,015 | (309,197) |
| Commercial and Other Income | 8,856 | 42,174 | (33,318) |
| Total Income | 967,219 | 1,428,584 | (461,366) |
| Expenditure | | | |
| Employee Expenses | 459,363 | 889,669 | 430,305 |
| Materials and Contracts | 234,891 | 363,342 | 128,451 |
| Elected Member Allowances | 14,359 | 13,042 | (1,318) |
| Elected Member Expenses | 635 | 7,210 | 6,575 |
| Council Committee & LA Allowances | 3,196 | 4,749 | 1,554 |
| Council Committee & LA Expenses | 682 | 1,100 | 418 |
| Allocations | 490,836 | 0 | (490,836) |
| Total Expenses and Allocations | 1,203,962 | 1,279,112 | (75,150) |
| Surplus (Deficit) For the period | (236,743) | 149,472 | (386,216) |

Variance due to CDP income of 96k for month of December was received and posted in January 2023. CDP income is received in arrears
Aged care grants (IEI and CHSP) have been received but not allocated to each community. In addition, Timber creek and Bulla LA fundings (68.8K) for this financial year has not yet been released by Department
Client contributions (aged care) for Nov and December from Medicare have not been received.

Underspent is due to vacant positions
For period ending 31 December, council underspends on Cleaning exp, Contractors exp (plumbing and labour), Electricity expenses, travel expenses and repair and maintenance of Plants and MVS exp

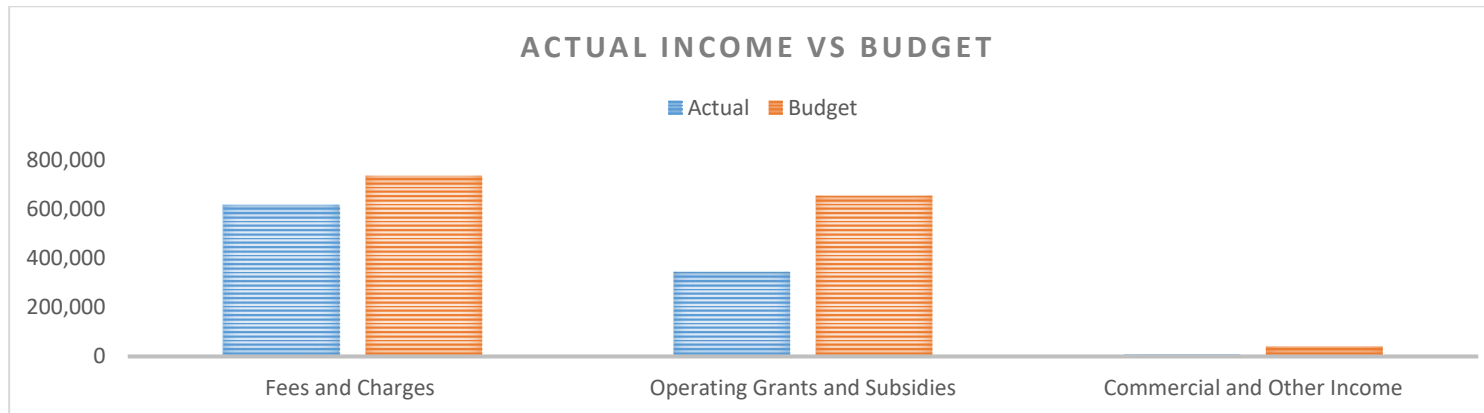
In Timber Creek and Bulla, Council received \$967,219 in revenue and spent \$1,203,962 in the six months period ending 31st December 2022. Timber Creek waste management works capital was completed and \$1,043,844.28 was paid to a contractor. Also, a security fence was installed at waste site at cost of \$38,200. The waste management capital works and fence costs were grant funded.

INCOME

The following are main sources of income received to date.

| | |
|---------------------|-----------------------|
| CDP income | 540,832 |
| Community Patrol | 211,575 |
| Airport Maintenance | 18,612 |
| Parks and Gardens | 55,244 |
| Aged Cared | 131,577 |
| | <hr/> |
| | <u>957,840</u> |

The graph below shows actual vs budget income for the period July to December 2022.

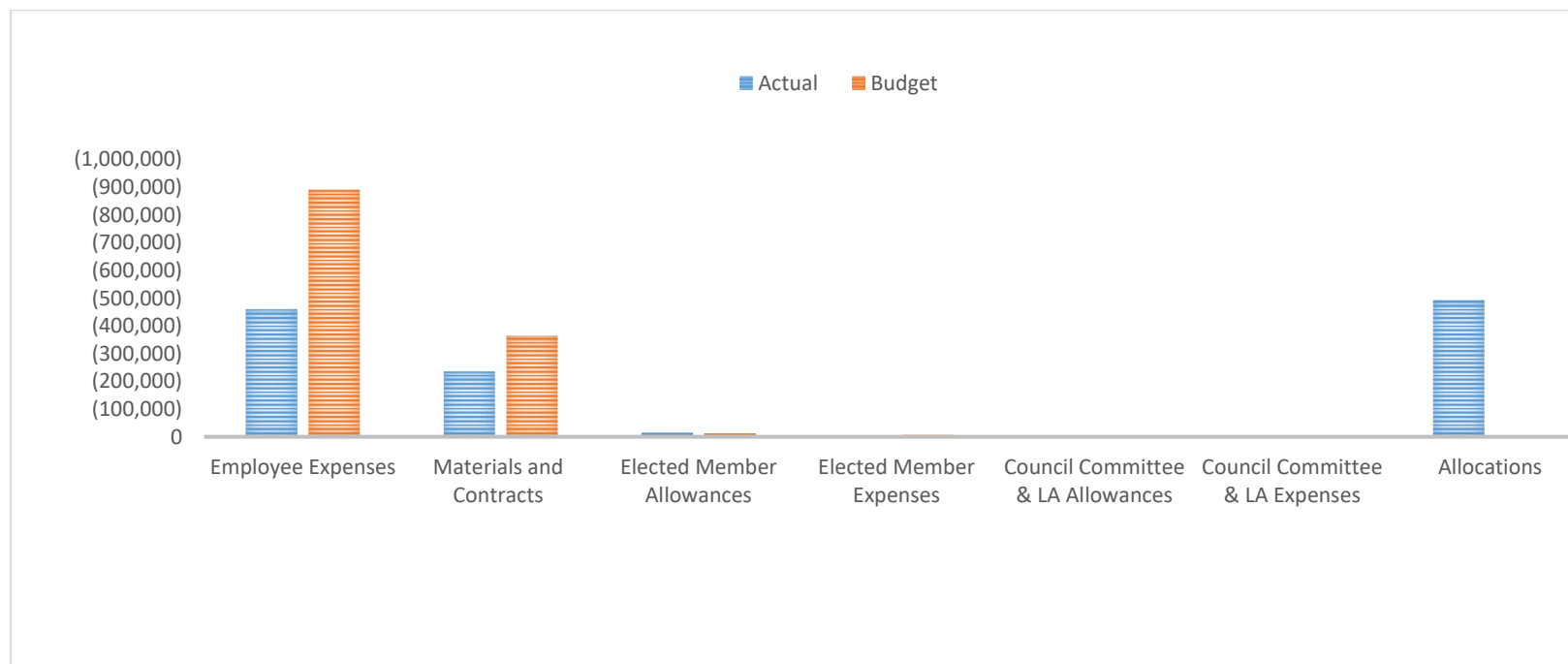


EXPENDITURE

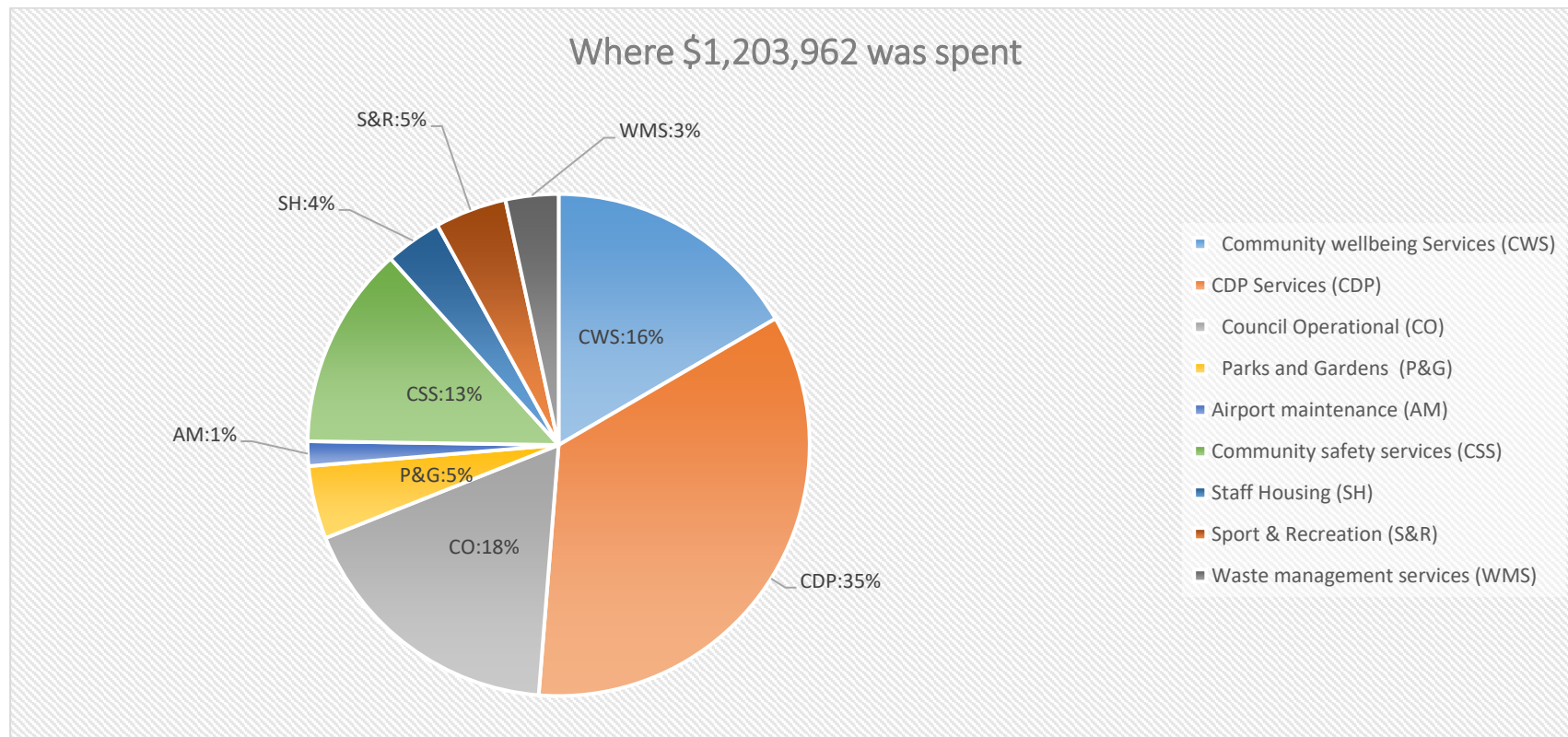
The following are Key Expenses (under Materials and contracts) to date

| | |
|------------------------------------|-----------------------|
| Fuel Expenses | 29,054 |
| Rent Expenses - Facilities | 21,503 |
| Utilities - Water & sewerage | 20,927 |
| Repairs & Maintenance MV and Plant | 15,941 |
| Food Expenses | 15,359 |
| | <u>102,783</u> |

The Graph below shows actual vs Budget expenditure by Account Categories for period July to December 2022



The graph shows where \$1,203,962 was spent in providing council services.





9.3. Local Authority Project Funding Update

Report Type Local Authority Reports
Department Chief Executive Office
Prepared by Manager of Executive Services

Purpose

The purpose of this report is to provide an update on the Local Authority Project Funding (LAPF) that has been spent or committed, and to provide an overview of funds available for future projects.

Timber Creek Local Authority Chairperson has obtained quotes (attached) for consideration.

Recommendations

- A. That the Local Authority Project Funding Update is received and noted
- B. The remaining funds of \$2,035 from Timber Creek festival be returned to available funds.
- C. That the Timber Creek Local Authority consider projects for investigation

Local Authority Project Funding

Funds Spent financial year

\$7,965 of LAPF has been spent this financial year on the Timber Creek Festival.

Funds Committed

No funds are currently committed.

Funds Available

\$30,187 of LAPF is available for future projects

The Timber Creek Local Authority is encouraged to discuss and consider suitable projects to be funded with the remaining LAPF.

Council officer conflict of interest declaration

We the Author and Approving Officer declare we do not have a conflict of interest in relation to this matter.

Attachments

- 1. TCLA LAPF [9.3.1 - 1 page]
- 2. Timber Creek NT parkfit Qote - Feb 23 [9.3.2 - 10 pages]
- 3. Leg- Press [9.3.3 - 1 page]
- 4. Shoulder- Press [9.3.4 - 1 page]
- 5. Cycle- Seat [9.3.5 - 1 page]
- 6. Butterfly- Press [9.3.6 - 1 page]

Local Authority Funds and projects-Timber Creek

| | |
|---|---------------|
| Fund Carried forward from last financial year | 3,587 |
| Grant expected to be received this financial year | 36,600 |
| | 40,187 |
| Amount spent on project this financial year 2022-23 | -7,965 |
| Money committed to project but not yet spent | -2,035 |
| Funds available for future projects | 30,187 |

| Project ID | Project Name | Resolution passed on | Amount committed to projects | Amount spent to date | Remaining funds available | Status |
|------------|-----------------------------|----------------------|------------------------------|----------------------|---------------------------|-----------|
| 60LB800 | Timber Creek Festival 22/23 | TLCA-2022/0 | 10,000 | 7,965 | 2,035 | Completed |
| | | | 10,000 | 7,965 | 2,035 | |

\$10,000 was allocated Timber Creek festival this financial year. The actual costs of hosting the event were \$7,965.



FORPARK AUSTRALIA - QLD & NT

ABN 56 657 333 296 | ACN 657 333 296
QBCC Licence Number 152 965 97
Builder - Structural Landscaping



TIMBER CREEK OUTDOOR FITNESS PROJECT

Victoria Daly Regional Council

FOR THE ATTENTION OF

Coralie Myers

P. 0437 830833

Prepared By: Stu Lierich | State Manager QLD & NT

P. 07 3390 2188 | E: slierich@forparkaust.com.au



14th February 2023

OUR MISSION

Forpark is proud to deliver the most innovative development in outdoor fitness equipment seen in Australia. Forpark has been a market leader in designing and manufacturing outdoor fitness equipment for the past decade, and we are excited about our newest range - ParkFit.

QUALITY

ParkFit is manufactured from the highest quality materials including Marine Grade 316 electro polished stainless steel, anodised aluminium and injection moulded glass filled nylon. The use of these materials provides the highest level of corrosive protection available, making ParkFit the perfect option for coastal areas.

INTEGRATED DESIGN

ParkFit is a streamlined and fully integrated fitness system. With an exceptional level of design flexibility; combinations of equipment, both moving and static, can be tailored to suit any set of requirements. Whether you are looking for a casual, relaxed work out, or High Intensity Interval Training, like Cross Fit training, ParkFit has something to offer everyone.

UNIQUE FUNCTIONALITY

ParkFit has been developed through consultation with health and fitness professionals, including sports physiotherapists and personal trainers. ParkFit is designed with the aim of providing a unique and diverse exercise experience, with an emphasis on promoting health and general well-being. ParkFit offers a different experience from the traditional 'bearing and lever' based systems currently in the market.



QUOTATION

I am pleased to provide the following quotation for your consideration. Please refer to the attached plans and 3D images.

Important: Forpark Australia has independently certified the ParkFit range to satisfy the design and manufacture requirements of AS 16630:2021 Permanently installed outdoor fitness equipment – Safety requirements and test methods. To comply with this Standard the equipment is required to have a softfall area around components with a free fall height greater than 600mm. Please refer to the attached plan(s) for relevant fall zones.

Note: Unless otherwise specified this quotation is based on a clear and levelled site free from encumbrances. Please refer to the following Project Specifications for scope of works.

SUPPLY ONLY – SSPF – 2000 OUTDOOR GYM

| QTY | DESCRIPTION | PRICE | G.S.T | TOTAL |
|--------------|--|--------------------|-------------------|--------------------|
| 1 | Supply only of Parkfit equipment including SSPF – 2000; <ul style="list-style-type: none"> ✓ Leg Press ✓ Butterfly Press ✓ Cycle Seat ✓ Shoulder Press ✓ Equipment Signage/Instructions ✓ Shipping & logistics To Timber Creek NT (assuming receiver has unloading equipment) | \$30,400.00 | \$3,040.00 | \$33,440.00 |
| TOTAL | | \$30,400.00 | \$3,040.00 | \$33,440.00 |

Please note:

- This quote does not include site, preparation, earthworks, installation or softfall
- A surcharge may apply for manufacturing for bolt down installation on a concrete pad

PERMITS & FEES FOR PLAYGROUND EQUIPMENT & SHADE STRUCTURE

Unless otherwise stated, no allowance has been made for any Government or Local Council Permits, Development Applications or Fees that may be required. Pricing is site specific and can be quoted upon request.

One of the Preferred Suppliers for the Department of Education DET 86552 PQP



PROUDLY ASSOCIATED WITH



Local Buy
Register of Pre-Qualified Suppliers (RPS)
Open Spaces, Parks, Play, Sport and Recreation Playgrounds
Contract: BUS 207

PROJECT SPECIFICATIONS

| | |
|--|-----|
| 1. Site Preparation | |
| a. Levelling of site | No |
| b. Removal & disposal of turf & soil | No |
| c. Hard digging | No |
| d. Dial B4U dig/service locator | No |
| e. Drainage | No |
| f. Other | No |
| 2. Liqated Damages | No |
| 3. Site Security | |
| a. Barrier mesh & capped star pickets | No |
| b. Temporary security fencing | No |
| c. Security guard | No |
| 4. Supply and Installation | |
| a. Freight/delivery | Yes |
| b. Installation including logistical costs | No |
| c. Site cleanup with spoils removed | No |
| 5. Softfall | |
| a. CSBR rubber softball surfacing | No |
| b. Loose fill softfall (sand) | No |
| c. Concrete Edging | No |
| d. Turf surround & maintenance | No |
| 6. Shade Structures | |

| | |
|---|-----|
| a. Shade (Sails/Hard Roof Structures) | NO |
| 7. Form 15 & Form 16 Certification | N/A |
| 8. Forpark Australia Design and Construction documentation supplied upon completion supplied upon completion of project and final payment | Yes |
| 9. Project Manager to liaise with client on timing of supply/installation and all other related works | Yes |



Security

Forpark will not be liable for any costs to repair any damage due to vandalism that may occur during the installation process. If vandalism may be an issue please discuss security options with your Forpark representative.

Weather Conditions

Laying rubber soft fall is dependent on having the right weather conditions. Forpark reserves the right not to lay rubber should the weather conditions not be favourable. This includes, but not limited to, rain, humidity and excessive heat.

Compliance

Forpark Australia's rubber soft fall supplier's rubber softfall complies with Australian standard AS/NZS4422:2016. Softfall designs are installed in accordance to the requirement of AS/NZS4422:2016 and information provided by the playground manufacturer. Upon the completion, a certificate of compliance will be issued.

Warranty

Forpark Australia's rubber soft fall supplier offers a 2 year workmanship warranty and a 2 year manufacturer's warranty on materials. Excluding fair wear and tear (which will solely be determined by the supplier) and where the material has been moved, cut or disturbed in any way, been driven on, affected by chemical spills, fire, flood or earth movement the warranty will be made void.

PERMITS & FEES FOR PLAYGROUND EQUIPMENT & SHADE STRUCTURES

Unless otherwise stated, no allowance has been made for any Government or Local Council Permits, Development Applications or Fees that may be required. Pricing is site specific and these costs can be quoted upon request.

SITE PREPARATION & DRAINAGE

Unless otherwise stated, no allowance has been made for the site preparation which includes but is not limited to site levelling, grass / soil removal, soil suitability testing, tree management, service locators, sub soil drainage or turf rectification. Forpark will accept no liability for any issues caused by insufficient site preparation or drainage. Where an allowance has been made for site excavation / preparation, due care will be taken to back fill the area surrounding the soft fall footprint. Should you feel that additional site preparation such as turf rectification or drainage may be required please speak to your Forpark representative to discuss suitable options.

HARD DIGGING

The above quotation is on the premise that the area is cleared and unencumbered, no allowance has been made for rock or hard digging on the site, and if this is encountered there will be an additional charge, once costing is known and agreeable to both parties.

SECURITY

Safety Barrier Mesh along with Capped Star Pickets for securing the site has been included in this quotation. Additional prices for 1.8m high Security Fencing or an Onsite Security Guard for the duration of the project is available on request. Forpark will not be liable for any costs to repair any damage due to vandalism that may occur during the installation process. If vandalism may be an issue please discuss security options with your Forpark representative.

SERVICE LINES

Another consequence of digging is encountering service lines such as drainage, water, power, sewer, and gas and/or telephone lines. Unfortunately they are not always positioned at the correct depth or alignment or where we expect them to be. For this reason we can take no responsibility for the repair or relocation of any existing service lines during our installation work. The customer is responsible for these services and is required to notify us/mark out of any prior to installation.

INSTALLATION AND TRANSPORT VEHICLES

Installation and softfall carrying trucks may need to drive on or near the grassed area to gain access to where the equipment will be installed. Forpark Australia will take all care possible, however unless otherwise arranged, Forpark will not accept liability for any damage (e.g. wheel ruts) caused during this process.

QUALITY ASSURANCE

Forpark Australia is Quality Assured to AS/NZS ISO 9001:2015. This certification gives our customers the peace of mind knowing they are dealing with a company that has demonstrated commitment to quality and service.

STANDARDS

ParkFit has been designed, and independently certified, to satisfy the design and manufacture requirements of AS 16630:2021 Permanently installed outdoor fitness equipment – Safety requirements and test methods.

INSURANCE

Forpark Australia carries a Public and Products Liability Insurance policy.

WARRANTIES

Forpark Australia provides a 25 Year Structural Guarantee on our ParkFit Exercise Equipment. Please refer to the Forpark Warranty Document for further information.

VALIDITY & PAYMENT TERMS

This quotation is valid for thirty (30) days from date of quotation. Payment terms vary for clients and can be discussed with the Forpark Representative. For our Terms and Conditions of Sale, applicable to all orders placed, please refer to our website www.forparkaust.com.au/terms-conditions

All designs and drawings forming part of this proposal are 'Commercial in Confidence' and are Copyright® to Forpark Australia.

No part of this quote may be reproduced without the consent of Forpark Australia.

HEALTHY BODY HEALTHY LIFE



With over 70 ParkFit Locations in South East Queensland, we believe what sets us apart from any other outdoor fitness equipment range in Australia is simple:

- Australian made
- Made from superior materials suitable for extreme Australian conditions
- Design versatility for endless options
- The range caters for seniors, everyday users and high intensity athletes
- Very low maintenance required
- Above industry average warranty
- Unique sleek design

SUPPORT MATERIAL

ParkFit equipment comes with instructional videos as well as workout plans for all fitness types.

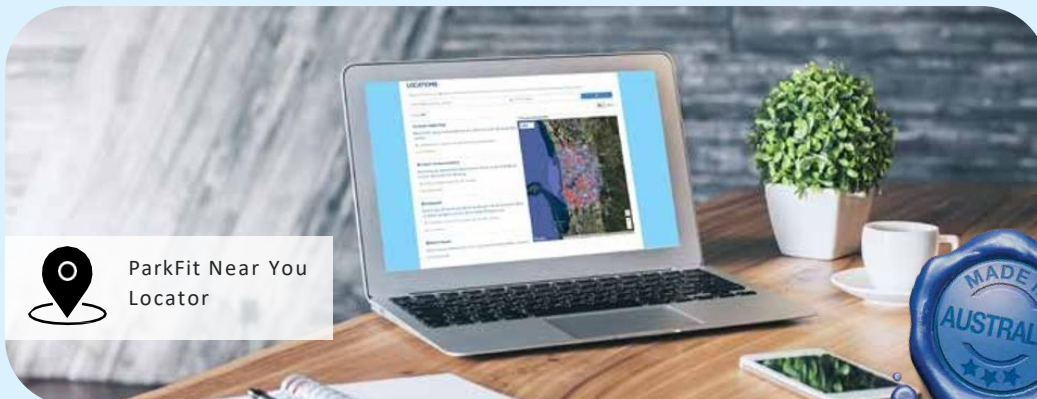
Visit the website parkfitaust.com.au to find workout plans, instructional videos and ParkFit Near You.



Workout Plans



Instructional Videos



ParkFit Near You Locator



www.parkfitaust.com.au

Page 8

TECHNOLOGY USED

UNIQUE FUNCTIONALITY

ParkFit has been developed through consultation with health and fitness professionals, including sports physiotherapists and personal trainers. The range was designed with the aim of providing a unique and diverse exercise experience, with an emphasis on promoting health and general well-being, from high school students to seniors and high intensity athletes.



MATERIAL SPECS

UPRIGHTS

Aluminium Pipe 101.6x6, 6005A T5,
Anodised Frosted Silver 15um

FRAMES, ARMS, RAILS, PLATES & SUPPORTS

Electro Polished & Passivated Stainless Steel,
Grade 316

JOINTS

Rubber Resistance System

BEARINGS

Stainless Steel, Grade 316

FASTENERS

Security, Stainless Steel

CLAMPS

Nylon 30% Glass Filled

CAPS

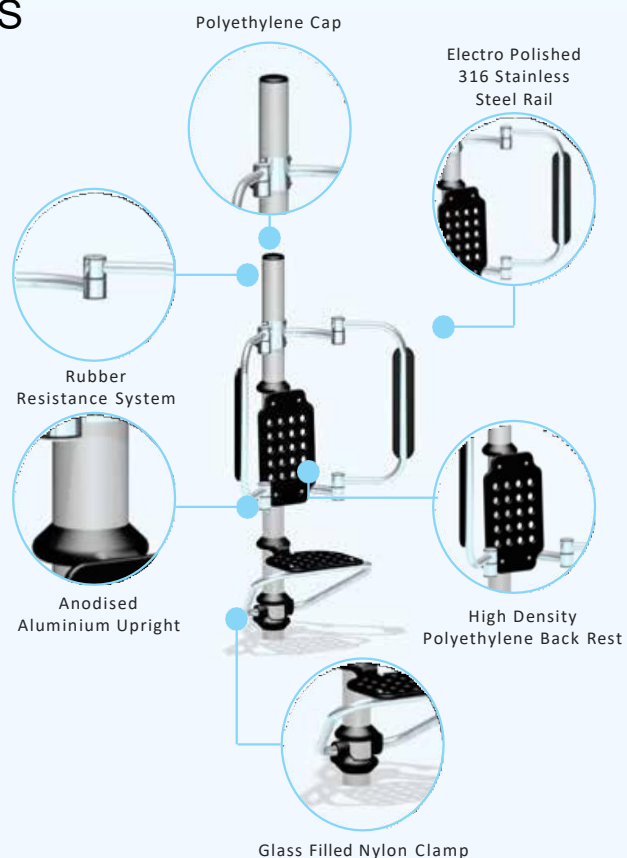
Stainless Steel, Grade 316 & Polyethylene

SEATS, BACK & ARMS SUPPORTS

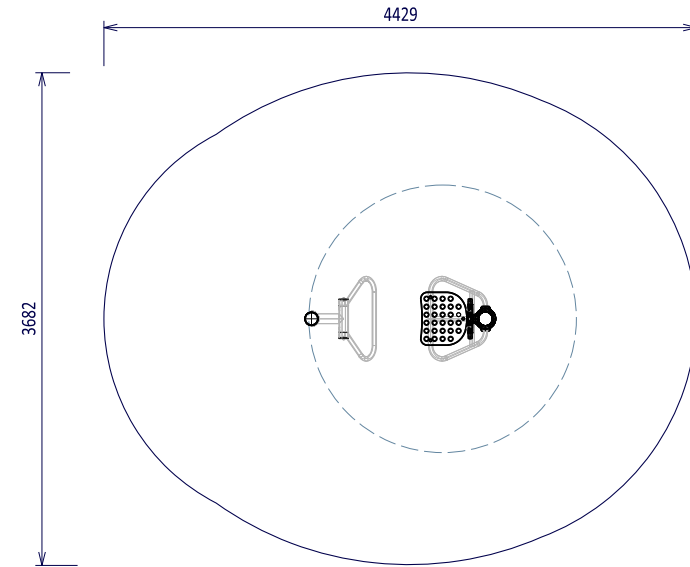
High Density Polyethylene

SIGN PLAQUES

Anodised Aluminium



Leg Press



SPECIFICATIONS

| |
|--------------------------------|
| Age Group: 13+ |
| Area of Movement: 13m² |
| FHOF: 400mm |
| Equipment Size: 1430mm x 640mm |
| Impact Surface Required?: No |

MATERIALS

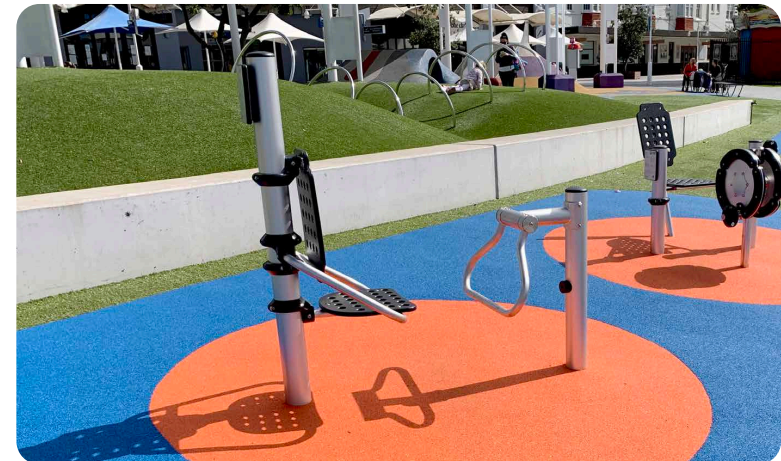
| | |
|----------------|--|
| COLOURS | Standard powder coat range |
| MATERIAL SPECS | <p>Uprights: Anodised Aluminium or HDG Steel</p> <p>Frames, Arms, Rail, Plates & Supports: Electro Polished or Powder Coated Passivated Stainless Steel, Grade 316</p> <p>Joints: Rubber Resistance System</p> <p>Bearings: N/A</p> <p>Fasteners: Security, Stainless Steel, Grade 304</p> <p>Clamps: 30% Glass Filled Nylon</p> <p>Caps: Stainless Steel, Grade 316, Polyethylene</p> <p>Seats, Back & Arm Support: High Density Polyethylene</p> <p>Sign Plaques: Anodised Aluminium</p> |



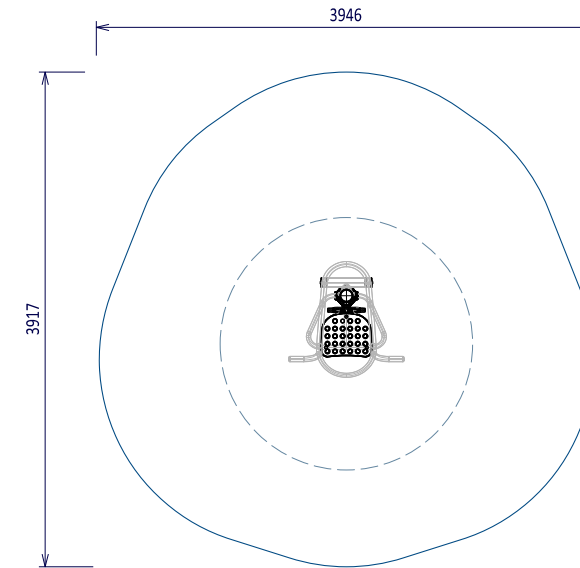
STANDARDS

Complies with Australian Standards AS 16630:2021 – Permanently Installed Outdoor Fitness Equipment – Safety Requirements & Test Methods (EN 16630:2015, MOD).

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For details regarding Australian standards, warranties, insurances, QA and installation, please contact your local office.



Shoulder Press



SPECIFICATIONS

| |
|------------------------------------|
| Age Group: 13+ |
| Area of Movement: 12m ² |
| FHOF: 400mm |
| Equipment Size: 920mm x 915mm |
| Impact Surface Required?: No |

MATERIALS

| | |
|----------------|--|
| COLOURS | Standard powder coat range |
| MATERIAL SPECS | <p>Uprights: Anodised Aluminium or HDG Steel</p> <p>Frames, Arms, Rail, Plates & Supports: Electro Polished or Powder Coated Passivated Stainless Steel, Grade 316</p> <p>Joints: Rubber Resistance System</p> <p>Bearings: N/A</p> <p>Fasteners: Security, Stainless Steel, Grade 304</p> <p>Clamps: 30% Glass Filled Nylon</p> <p>Caps: Stainless Steel, Grade 316, Polyethylene</p> <p>Seats, Back & Arm Support: High Density Polyethylene</p> <p>Sign Plaques: Anodised Aluminium</p> |



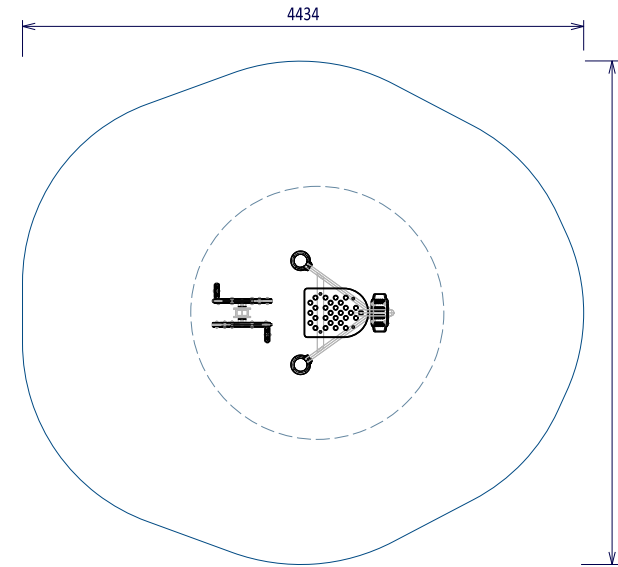
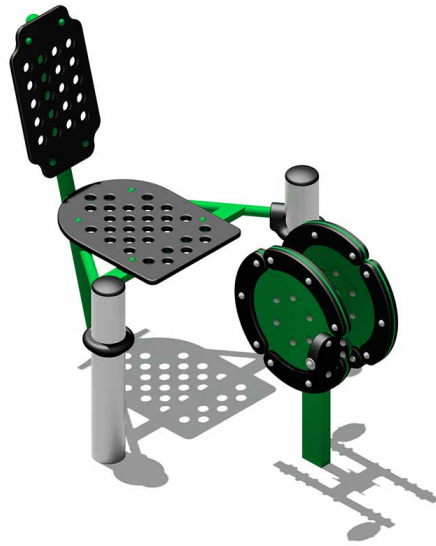
STANDARDS

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Cycle Seat



SPECIFICATIONS

| |
|------------------------------------|
| Age Group: 13+ |
| Area of Movement: 14m ² |
| FHOF: 500mm |
| Equipment Size: 1440mm x 985mm |
| Impact Surface Required?: No |

MATERIALS

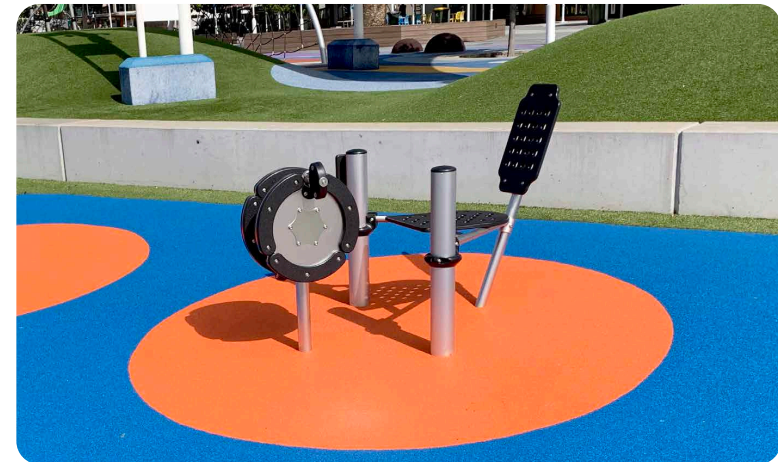
| | |
|----------------|---|
| COLOURS | Standard powder coat range |
| MATERIAL SPECS | <p>Uprights: Anodised Aluminium or HDG Steel</p> <p>Frames, Arms, Rail, Plates & Supports: Electro Polished or Powder Coated Passivated Stainless Steel, Grade 316</p> <p>Joints: Rubber Resistance System</p> <p>Bearings: Stainless Steel, Grade 316</p> <p>Fasteners: Security, Stainless Steel, Grade 304</p> <p>Clamps: 30% Glass Filled Nylon</p> <p>Caps: Stainless Steel, Grade 316, Polyethylene</p> <p>Seats, Back & Arm Support: High Density Polyethylene</p> <p>Sign Plaques: Anodised Aluminium</p> |



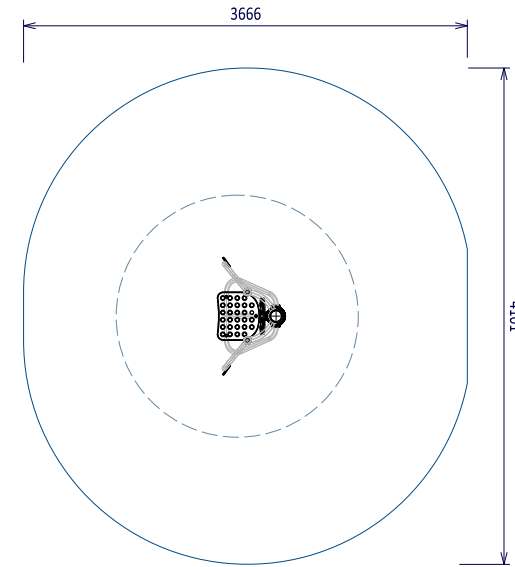
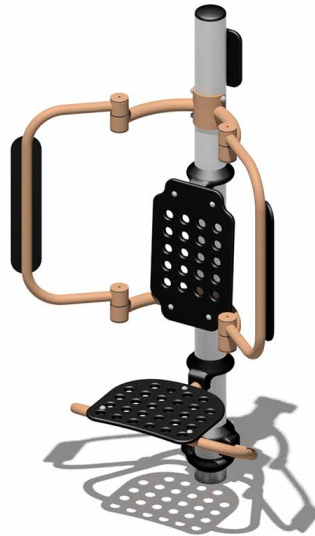
STANDARDS

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Butterfly Press



SPECIFICATIONS

| |
|------------------------------------|
| Age Group: 13+ |
| Area of Movement: 13m ² |
| FHOF: 400mm |
| Equipment Size: 975mm x 570mm |
| Impact Surface Required?: No |

MATERIALS

| | |
|----------------|--|
| COLOURS | Standard powder coat range |
| MATERIAL SPECS | <p>Uprights: Anodised Aluminium or HDG Steel</p> <p>Frames, Arms, Rail, Plates & Supports: Electro Polished or Powder Coated Passivated Stainless Steel, Grade 316</p> <p>Joints: Rubber Resistance System</p> <p>Bearings: N/A</p> <p>Fasteners: Security, Stainless Steel, Grade 304</p> <p>Clamps: 30% Glass Filled Nylon</p> <p>Caps: Stainless Steel, Grade 316, Polyethylene</p> <p>Seats, Back & Arm Support: High Density Polyethylene</p> <p>Sign Plaques: Anodised Aluminium</p> |



STANDARDS

Complies with Australian Standards AS 16630:2021 – Permanently Installed Outdoor Fitness Equipment – Safety Requirements & Test Methods (EN 16630:2015, MOD).

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9.4. Action Items

Report Type Local Authority Reports
Department Chief Executive Office
Prepared by Manager of Executive Services

Purpose

To provide an update on Timber Creek Local Authority action items.

Recommendations

- A. That the Timber Creek Local Authority receive and note the action items update

Council officer conflict of interest declaration

We the Author and Approving Officer declare we do not have a conflict of interest in relation to this matter.

Attachments

1. 20230221 Action Items Report TCLA [9.4.1 - 2 pages]

ACTION REGISTER

Timber Creek Local Authority



Victoria Daly
REGIONAL COUNCIL

| MEETING DATE | ITEM | ACTION REQUIRED | ASSIGNED DEPARTMENT | ACTION TAKEN | STATUS |
|----------------|-----------------------|--|---------------------|---|-------------|
| 16 August 2023 | Festival Stage Mural | Coralie Myers to have quotes at the next Timber Creek Local Authority meeting in November. | Chairperson | <i>Update required at local authority meeting.</i> | In progress |
| 16 August 2023 | Outdoor gym equipment | Paul Buckley to source grant funding for outdoor gym equipment | Council Operations | <i>Quotes obtained by Chairperson. Quotes included in the agenda for the Local Authority consideration.</i> | In progress |



9.5. Service Delivery

Report Type Local Authority Reports
Department Chief Executive Office
Prepared by Manager of Executive Services

Purpose

The purpose of this report is to provide an overview of service delivery for the area and to seek feedback from the local authority to guide the development of the Regional Plan.

Recommendations

- A. That the Timber Creek Local Authority receive and note the Service Delivery
- B. That the Timber Creek Local Authority provide feedback on service delivery for the area.

Background Information

During the development of the Regional Plan the council considers the core services that it is responsible for delivering.

The Timber Creek Local Authority members are encouraged to review, discuss and provide feedback on the attached service delivery chart for the area to assist in the development of the 2023-24 Regional Plan.

Council officer conflict of interest declaration

We the Author and Approving Officer declare we do not have a conflict of interest in relation to this matter.

Attachments

1. Timber Creek Ward Service Delivery [9.5.1 - 1 page]

Service Delivery

TIMBER CREEK WARD

| Service Categories | Amanbioji | Bulla | Kalkarindji | Daguragu | Naiyu | Pine Creek | Timber Creek | Yarralin | Pigeon Hole | Lajamanu | Gilwi | Kybrook | Lingara | Myatt | Wooliana |
|---|-----------|-------|-------------|----------|-------|------------|--------------|----------|-------------|----------|-------|---------|---------|-------|----------|
| CORE SERVICE DELIVERY | | | | | | | | | | | | | | | |
| Cemetery | | | ✓ | | ✓ | ✓ | | | | | | | | | |
| Road Maintenance | | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | | | | | |
| Sports Grounds | | | | ✓ | | ✓ | ✓ | ✓ | | | | | | | |
| Parks | | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | | | | | | |
| Playgrounds | | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | | | | | | |
| Waste Collection, Management & Landfill | | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | | | | | |
| Council Infrastructure | | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | | | | | | |
| Local Authority Administration | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | | | | | | | |
| FUNDED PROGRAMS | | | | | | | | | | | | | | | |
| Community Development Program | ✓ | ✓ | ✓ | ✓ | | | ✓ | ✓ | ✓ | ✓ | | | ✓ | ✓ | |
| Aged Care (CHSP, HCP, NATSIFACP) | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | | ✓ | ✓ | ✓ | ✓ | ✓ |
| National Disability Insurance Scheme | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Night Patrol | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | | | | | |
| Remote School Attendance Program | | | ✓ | ✓ | | | | ✓ | | | | | | | |
| Outside School Hours Care | | | | | | ✓ | | | | | | | | | |
| Library | | | | | | ✓ | | | | | | | | | |
| Remote Indigenous Broadcasting | | | ✓ | ✓ | ✓ | | | ✓ | | | | | | | |
| Sports and Recreation | | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | | | | | | | |
| Airstrip Maintenance | | | ✓ | | ✓ | | ✓ | ✓ | ✓ | | | | | | |
| Centrelink | | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | | | | | | |
| Post Office Agency | | | ✓ | ✓ | ✓ | | | ✓ | | | | | | | |
| Street Lights | | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | | | | | |



10. Questions from the Public

11. General Business

12. Confidential

Nil

13. Next Meeting

The next Meeting of Timber Creek Local Authority will be held Tuesday, 16 May 2023.