



Mareeba

SHIRE COUNCIL

65 Rankin Street
PO Box 154 MAREEBA QLD 4880

P: 1300 308 461
F: 07 4092 3323

W: www.msc.qld.gov.au
E: info@msc.qld.gov.au

MINUTES KURANDA INFRASTRUCTURE ADVISORY COMMITTEE

Wednesday 8 November 2017
Commenced at 4pm

Members Present:

Mayor Cr Tom Gilmore
Cr Angela Toppin
Peter Franks (MSC)
Glenda Kirk (MSC)
Melanie Wicks
Cathy Retter
Robert McCartney
Anne Clarke
Fay Allen

1. WELCOME

The Chairperson opened the meeting at 4pm

APOLOGIES:

Craig Crawford
Richard Berman-Hardman

2. MINUTES OF THE PREVIOUS MEETING

Moved: M Wicks

Seconded: F Allen

That the minutes of 11 October 2017 meeting be amended to show that Val Shannon was not present and then accepted as true and correct.

Carried

3. FINANCIALS

Moved: F Allen

Seconded: C Retter

That the financial statement submitted at the meeting be accepted as true and correct.

Carried

4. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

5. KURANDA INFRASTRUCTURE AGREEMENT/MASTER PLAN UPDATE

- Council has completed drafting amendments to Kuranda Infrastructure Strategic Plan following discussions with DILGP
- Council has sent letter to Minister with plan amendments for approval
- No outcome expected until after the State election

Moved: C Retter

Seconded: R McCartney

Recommend that MSC adopt the KSP Amendment.

Carried

6. THERWINE STREET EOI UPDATE

- Tenders closed Tue 7/11/17 - 2 tenders received Andrew Armstrong from Trinity Engineering & Consulting (TEC) will be fulfilling role of project manager for Therwine St as backfilling for Glenda Kirk
- TEC will complete initial evaluation of tenders by 17/11/17 and will then commence negotiation with tenderer's on Council's behalf to try meet the project budget and scope
- It is anticipated that negotiation with tenderers will be completed and recommendation be able to be made on successful tenderer by early December 2017
- Presentation to KIAC planned for early December for review of tenders and scope
- KIAC members present at the December presentation will need to sign a confidentiality declaration to meet Council's probity requirements
- KIAC to make recommendation to Council on preferred tenderer ahead of December Council meeting
- Plan to award tender at December Council meeting on 20/12/17

Action to be taken

Council (TEC via Glenda Kirk) to make presentation to KIAC on tenders for Therwine St Redevelopment for recommendation of preferred tenderer to Council

7. WAYFINDING SIGNAGE

Actions from previous meeting:

1 Sign cleaning completed under maintenance (before and after photos distributed)

2 Scope/strategy for consideration by committee

- Documentation still being prepared. Due to complexity/uniqueness of project this will take longer than for a routine (e.g. road) project
- Similar project has been recently completed by City of Fremantle (WA) <https://www.fremantle.wa.gov.au/wayfinding-signage>
- Buenos Aires have recently implemented a digitally-integrated wayfinding solution ("find the city") <https://www.behance.net/gallery/3706058/Buenos-Aires-Wayfinding-System>
- Council propose to engage a signage specialist with relevant experience for a four-stage "Audit/Design/Engage/Implement" scope via a Request for Quotation (RFQ)
- Scope would include provision of up to 3 concept designs for workshopping and stakeholder engagement
- Signage design to be consistent with current Kuranda branding, which currently comprises of the "Kuranda" logo as per www.kuranda.org website
- As this is a new project, work cannot proceed until Ministerial approval of Infrastructure Plan amendments has been received
- Anne Clarke and Cathy Retter have offered to provide further input into the scope if Council requires

Action to be taken

Council (Val Shannon/Glenda Kirk) to prepare the RFQ documents including the specification/brief for review by KIAC prior to inviting quotes

8. GENERAL BUSINESS

Kuranda Visitor Engagement App

Further discussions in relation to the proposed App and ongoing updates and maintenance.

[It was noted that the funding for this project was contingent on the Minister approving the proposed amendments to the Kuranda Infrastructure Strategic Plan.](#)

Action to be taken

Council (Peter Franks) to arrange a meeting between Cathy Retter, Ann Clarke, Skyrail and Tourism Kuranda to discuss the App.

Amenities Block

- Draft preliminary plans distributed to committee members for comment
- Timelines to be confirmed for delivery, likely in the New Year
- Further details to be brought to future meeting

Action to be taken

Council (Glenda Kirk) to present further detailed plans and scope to future KIAC meeting.

9. NEXT MEETING

To be held at Kuranda Community Precinct at 4pm on 7 December 2017

10. CLOSURE

There being no further business, the meeting closed at 4.59pm