



## **FINAL MINUTES**

14 February 2018

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## Declaration of Potential Conflict of Interest

Item - 12.4 - Crs G R Williamson, A J Camm, R C Gee, F A Mann, K L May, A R Paton (Perceived Conflict)

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## **ORDINARY MEETING** **MINUTES**

### **1. ATTENDANCE:**

His Worship the Mayor, Cr G R Williamson (Chairperson), Crs, A J Camm, M J Bella, L G Bonaventura, K J Casey, J F Englert, R C Gee, F A Mann, K L May, A R Paton and R D Walker were in attendance at the commencement of the meeting. Also present was Mr C Doyle (Chief Executive Officer) and Mrs R Pakowski (Minute Secretary).

Cr Williamson acknowledged the Yuwibara people, the traditional owners of the land on which we meet and paid his respects to their Elders past and present.

The meeting commenced at 10:00 am.

### **2. OPENING PRAYER:**

Rev. Dr Julia Pitman led those present in Prayer.

### **3. ABSENT ON COUNCIL BUSINESS:**

Nil

### **4. APOLOGIES:**

Nil

### **5. CONDOLENCES:**

Cr Englert expressed condolences on the recent passing of Mr Alan Stanger, to his family and friends. Alan was the former Principle of Dundula State School, and also the first group leader of the Sarina/Campwin Beach SES Group, holding that position for 20 years.

### **6. CONFLICT OF INTEREST:**

Item 12.4 - Crs G R Williamson, A J Camm, R C Gee, F A Mann, K L May, A R Paton (Perceived Conflict).

**7. CONFIRMATION OF MINUTES:****7.1 ORDINARY MEETING MINUTES - 24 JANUARY 2018**

THAT the Ordinary Meeting Minutes dated 24 January 2018 be adopted.

**Moved Cr Camm**

**Seconded Cr Englert.**

**CARRIED**

**8. BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING:**

Nil

**9. MAYORAL MINUTES:**

Nil

**10. RECEIPT OF STANDING COMMITTEE MINUTES:**

Nil

**11. CONSIDERATION OF COMMITTEE REPORTS & RECOMMENDATIONS:**

Nil

**12. CORRESPONDENCE AND OFFICERS' REPORTS:****12.1 OFFICE OF THE MAYOR AND CEO MONTHLY REPORT -  
FEBRUARY 2018**

**Author Chief Executive Officer**

**Purpose**

To provide Council with the Office of the Mayor and Chief Executive Officer's Monthly Report for month of February 2018.

**Background/Discussion**

All departments within MRC prepare a Monthly Review which identifies activities undertaken and progress made during the specific month.

**Consultation and Communication**

The report contains input from relevant Programs across Council.

**Resource Implications**

As required to compile report, which is a routine task for multiple employees.

**Risk Management Implications**

Nil.

**Conclusion**

Council is kept informed of activities within the Office of the Mayor and Chief Executive Officer and of major initiatives and projects across Council.

**Officer's Recommendation**

THAT the Office of the Mayor and Chief Executive Officers Monthly Report for February 2018 be received.

The Chief Executive Officer (CEO) spoke to his report and provided an overview and highlights of the Office of the Mayor and CEO Monthly Report for February 2018.

Cr Mann requested clarification on the Org Structure changes within the Budget Review section.

CEO stated that the \$100K was for an IT project related to Council's HR system. The project has been cancelled because upon review, Council's Chris21 system needs to have a further overarching review before spending \$100K. This has been put on hold until such time as the review has occurred. It was thought that it would be an inefficient use of money if we did work we were going to originally as planned without additional information. The allocated money has been put back into the budget, to recognise that it's not spent on anything else.

Cr Mann raised the Key Initiatives, People and Culture, talking about implementing industry leading people management practices etc. Question is that given the incidences of bullying and cyber bullying nationally, it is a problem. Cr Mann requested an immediate review of Council's Bullying and Harassment and Social Media Policy, and whether those reviews are scheduled at this present time.

CEO stated that the Bullying and Harassment Policy is due in March 2018, which is a maximum of two (2) year Policy, so that review has already commenced. He would take on board the issue and make sure we get full coverage and update, as this is an important subject matter. That particular policy also goes through Council's Joint Consultative Committee, so that our employees and unions are involved, which is always great feedback. The Social Media Policy is a new Policy, created in 2016, as Council had a gap. It is a three (3) year Policy, but it is agreed that it should be brought forward and conduct both reviews together to close any gaps. CEO noted that both policies are Administrative Policies rather than Councillor adopted policies, however he would be happy to bring them back to Council so that Councillors are able to get an idea on what has been put into the policies.

The Mayor stated that it was a good question and that both policies enhance the initiatives that the State Government has underway now.

Cr Mann asked for clarification that the Administrative Policy covers staff only?

CEO confirmed that Administrative Policies are approved by himself, and that it is for Council staff. However, anyone that it on Council sites, there is an expectation that the policy covers their behaviours as well. From an Elected Members point of view, the State are taking some time on a Code of Conduct Review. It is believed that State are not too far away, but State did say that a couple of months ago as well.

Cr Mann stated that state laws and nationally, it has been recognised as an increasing problem everywhere, noting that Sunrise are running a campaign to get organisations to review their policies. Cr Mann would like to see addressed in Council's policy, that the perpetrators of the bullying are correctly managed, so that we stop people being vilified in a public forum. Also, that people who have been subject of the bullying are correctly supported.

The Mayor noted that the Council policies should cover those points.

CEO stated the Domestic Violence Policy that was just signed off, Council received positive feedback. Noticeable difference in that policy, that both perpetrator and the victim are covered, understanding the differences and how we can support our employees. Expecting that the same level will be taken into account with this Policy.

Cr May queried the RV Caravan Strategy and comments about working with the Showgrounds, however queried in regards to the Regulatory Review that was being undertaken, and wanted to know current status.

Director Development Services (DDS) stated that the Review was due on the 8 February 2018, but there has been a delay, and Council should have it this week. DDS will circulate to Councillors once it's received.

Cr May asked for clarification in GW3 section, under Economic Stimulus, referring to the list of the joint meeting, is that the meeting held between GW3, Mackay Tourism, UDIA and Council?

CEO confirmed it is that list that came up from the wider group including the Chamber of Commerce and others. Council the confirmed from this list it's priorities. Noting that all groups have differing views, it was then fed back to that group what Council's priorities are.

Cr May questioned the section on the Greater Whitsunday Council of Mayor's, the Executive Officer position, is there an appetite to recruit for that position or is it no longer required.

The Mayor stated that there is a requirement for some services, and that currently most of the resource is being covered by Mackay .

CEO answered that there is a Greater Whitsunday Council of Mayors meeting tomorrow at Isaac. he confirmed that the previous incumbent has left Mackay, however is still available to do work for the group. For the moment, the group is using adhoc resources, but it is on the agenda to be reviewed. The position wasn't full time for the incumbent, as it was based on approximately 10hrs per week and the groups focus had changed.

The Mayor commented that he didn't think there was a particular appetite for replacement of the Greater Whitsunday of Council's Executive Officer role, but if it was considered otherwise it could be considered.

Cr May stated that she is concerned that the Mackay Regional Council is carrying a majority of the costs and if replaced then that cost is spread across the three (3) Council's, not just Mackay.

The Mayor noted her comment.

Cr May further questioned the Capital Projects, noting the difference that the Committals make to the percentage of work done, and asked to be given a broader outline of what is actually capture in committals.

CEO stated that what was previously called committals, was any contact that was signed was a committal, and whilst that is still is a committal, what is captured now is invoices that are outstanding for work done. Understanding the question being that the 71% is the highest Councillors have ever seen before as spend to date. This is a real figure and we are getting a lot better at prioritising tenders awarded and meeting those timelines in this financial year.

Cr May stated that is fantastic, the committals part has such a variance on the percentage of the Capital Project done, just ensuring that they are actual figures and not just perceived to be coming along, and it doesn't. We have a real chance to deliver on the project.

The Mayor backed up the CEO, Council is in a very good position on project delivery, the best that it's been in terms of the activities surrounding our Capital Works Program.

Cr May requested that the colours of the graph for Capital Projects be changed to make them three (3) different colours instead of all different shades of blue.

Cr May referred back to the comments on the large increase of the Committals, and the \$20M within the Sports Precinct project, is the invoiced amount or is that the Tender amount. Noting within the report states that the total committals for the project is \$20,835,607 representing a large increase in committals for January and was this due to the purchase order being raised for the main contract works. 2 questions: 1. Are we going to pay the \$20M upfront or is that the total purchase order has been raised for the project and we are going to pay that within a certain time.

CEO responded that now we have signed a contract with the successful tenderer, we now have a liability to pay that, if they meet their milestones. There are now milestone payments. The first one was this week for approximately \$1.4M, they had to clear the land and start certain works. Regarding part of the \$20M, we are only forecasting to spend \$9.7M for this financial year and when we set the budget for next year, the balance, as it is a committed project, will be in that year's budget. It's an interesting one because it is a committed project. This project has a quick delivery timeframe of 12 months. That \$20M will be spent over 12 months, but spilt over financial years, paid in segments, linked to the milestones within the contract.

Cr Camm queried the Capital Works Projects expenditure relating to the Works for Queensland funding, and where Council is well over budget at 113%, and understanding based upon the original budget of \$5.8M and where we are sitting at \$7M on actuals and committals. Is that value being derived from other Departments or where is the over expenditure being picked up from?

CEO stated that Council received \$11.49M from State Government for Stage 1 of Works for Queensland. Councillors will recall that some of that was sitting in last financial year, so then we estimated what happened to 30 June, and when we set the budget, the 30 June expenditure hadn't occurred yet, so it's a reforecast amount. The 113% is actually not 13% over its against what we originally thought we would spend as the budget for the year. The \$11.49M came in at \$11.7M in total, approximately \$200,000 over. Likewise, the 2<sup>nd</sup> Works for Queensland Stage 2 funding which is \$10.95M over 2 years, we then estimated again when we set the budget how much we would spend in this financial year and how much would go into 18/19, because it is a 2 year program this time. Those numbers are actually referencing what we thought we were going to spend versus what we think we're going to spend with every intention of meeting the \$10.95M in total. It's about when we spend it across financial years. Regarding the \$11.7M against the \$11.49M for stage 1, we made those savings in other programs that have come through the Quarterly Reviews, it did not cost or impact the balance sheet adversely, we found other areas of savings. There was a couple of projects in Parks for example, that went slightly over in Works for Queensland, but we saved in other projects.

Cr Camm wondered, on that basis, if it would be advantageous for the Councillors to have separated in the Capital Projects reporting of expenditure, Works for Queensland and NDRRA, as they are actual external funding, because its being skewed at the moment with the Ordinary budget approved Capital expenditure and that way there can be some commentary around that the separate funding.

CEO referred to the Quarterly Review in the financial report that comes to the next meeting that shows Council is \$2.6M in surplus for the financial year, we are going

very well, but it's actually the timing of when the funding coming in and then when the costs come in.

Cr Camm stated that it currently looks that Council has spent 13% overbudget, which isn't the case.

CEO agreed to have the break down in the next monthly report split between funds.

Cr Gee enquired in regards to the 10 agreed upon economic stimulus projects, and in the first principles review where Council is looking at improving accuracy of business cases for all the bigger Capital Works projects, whether we have been applying the same principle to the agreed on proposed projects before they become finalised.

CEO stated that any Capital Project that requires Council funds, the rules are no business case, no funding. That's an operational rule. The Strategic Leadership and Performance Team, sign off and bring to you recommended projects, were we can't answer questions on operating costs, depreciation impacts etc, the project is not recommended.

The Mayor clarified if Cr Gee's question had been answered.

Cr Gee further queried how many of the agreed upon proposed projects have business cases attached?

CEO stated that there are 5 or 6 projects that the Councillors came back with, which included a Resources Centre of Excellence, an unusual one given funding has already been committed via an election promise but the detailed business case is still being finalised. Most of these are to do with initiatives that we already have on our list and the other 4 or 5 that this Council didn't agree were high priority, so we don't have them on our list. For these non-prioritised ones we said that we would work with other parties but basically as support rather than supplying funding. The prioritised 5 or 6 were all actually projects that we had already eg Fishing Strategy, supporting the University, at no actual cost. All were initiatives that we had in our list already and we will come forward with justification for future progress.

Cr Bonaventura raised a question in relation to the Sarina Field of Dreams, photos showing that the project is really moving along, how does the CEO feel we are going with budget spend.

CEO noted that the current Project Manager is doing a wonderful job and is her first Project. The budget right now as shown in the monthly Capital report is going well. There are always overs and unders on components, but overall it is on budget. On the civil side there is still money to spend, the car park side was less than what we thought, then other things like the retaining wall had a variation, but overall we continue to save on some aspects. Probably the only risk we have and we are well advanced now, is the fitout of the building, and there may be some things there that well be worked out through with procurement, however this is \$30,000-40,000 not \$100,000's.

### **Council Resolution**

THAT the Officer's Recommendation be adopted.

**Moved Cr Casey**

**Seconded Cr Paton.**

**CARRIED**

## **12.2 COMMUNITY AND CLIENT SERVICES MONTHLY REVIEW 25 NOVEMBER 2017 TO 31 JANUARY 2018**

**Author Director Community and Client Services**

### **Purpose**

Attached is a copy of the Community and Client Services Monthly Review for the period  
25 November 2017 - 31 January 2018.

### **Officer's Recommendation**

THAT the Community and Client Services Monthly Review covering the period  
25 November 2017 - 31 January 2018 be received.

The Chief Executive Officer (CEO) spoke to this report and provided an overview and highlights of the Community and Client Monthly Report for November 2017 to January 2018.

Cr Camm raised concerns around the consultation of the Sport and Recreation Strategy and that Councillors were only notified on Sunday of the dates of the Sport and Recreation Strategy Engagement with our community. With the Engagement sessions occurring on Monday, Tuesday and this evening, for many Councillors including herself there is no time in the diary to attend. Question also around the Consultation framework and the scope of the strategy if Councillors can please be notified with adequate timing to be able have input into that because to be able to hear from our community, of which elects us, to make decisions and endorse strategy, when we restricted time to attend a session around this and we are not even advised that consultation by Sport and Recreation Strategy was actually occurring, including the Chair of the Sport and Recreation Advisory Committee not being aware. Asked for CEO to take on notice, and to look at the process by which Councillors are informed around consultation with our community so Councillors can hear from them first hand the priority of our community.

CEO acknowledged the request.

Cr Bonaventura followed on from Cr Camm, agreeing that it was quite short notice, but having attended the Sarina session last night it was very worthwhile to get the

community feel for Sport and Recreation for the next ten (10) years. It was good to be there and balance some ideas against the thoughts on where we could go and get some balance.

Cr Camm added that she wasn't sure what we are engaging about because none of the Councillors understand the scope of the strategy. That is the critical piece that we have to understand and to be able to have a discussion about before we go out and ask the community the question.

The Mayor noted and CEO is to confirm processes for future engagement.

Cr May queried in the Pest Management section, baiting program for wild dogs and pigs in January and noted that 39hrs was spent on one (1) property. Question being is that out of the ordinary, and is that for one person or for a couple of people?

Director Community & Client Services (DCCS) responded that she was uncertain if it was out of the ordinary but noted the officers do work with some very large property owners, so it wouldn't be unusual for that amount of time to be spent on one property in terms of working with them. It may not have been all at the one time, it could have been over a series of weeks, but they do work with very large property owners and in some of the remote areas.

The Mayor requested that DCCS further investigate and report back to Councillors.

Cr Bella commented on Pest Management and that spraying of Rats Tail and Parthenium weed on the road sides is underway. He has mentioned many times, these sort of pests have a massive impacts on agricultural endeavours and will have impacts on things such as tourism.

Cr Bella referenced the comment from Cr May regarding baiting and large properties.

Cr May called for a Point of Order, that she asked a question, and didn't make a comment.

Cr Bella acknowledged and continued, stating that in reference to certain properties they are often reservoirs of wild dog and pig problems which will spill over into other regions. You sometimes need to go to the source and try and control it, and there-by you can have an effect on a number of properties around but actually be working on a single property. Next comment is regarding the Heavy Vehicle Parking Regulations, there has been quite a bit of angst regarding this matter, and a lot of is unjustified. Suggest that Council could make an endeavour to attend certain events such as cattle sales, where maybe a staff member could explain the topic to landholders and contractors. It would alleviate a lot of concerns. A lot of these gentlemen don't access social media or other forms of media, so this would relieve a lot of angst that is not necessarily justified. Cr Bella has reviewed the information and from his situation, he doesn't see much wrong with what is proposed. The intent is very good, and there may be some issues with wording, but he believes that once the explanation is given, a lot of people will be very happy with it.

CEO stated that the Local Laws team briefed the SLPT meeting yesterday. They have commenced review of the submissions as they had only closed on Friday. The officers

have spoken to a lot of the submitters and explained the intent, and most people seem OK once it is explained to them. Officers are to make sure it is clear in the wording, and there is likely to be changes around clauses from the submissions, which may be material, which would therefore re-start the consultation process. It has been requested for a Question and Answer sheet to be attached to the re-drafted policy, listing the items as raised via the submissions and providing responses. Once the second consultation is completed, with any other submissions reviewed, the Local Law is to be brought back to Councillors for approval. This will probably involve an additional 8 weeks.

Cr Camm drew attention to the Emergency Management section and the upcoming Local Disaster Management Group meeting in the next few days, and can the CEO provide an update, either today or in the coming days, on the current Emergency Management Structure and the time frames around recruitment of the Emergency Management Coordinator position. Noting in particular that she is chairing meeting on the Mayor's behalf.

CEO provided an update to Councillors, there is an interim structure in place to alleviate interim gaps, whilst not idea he is very confident that we can handle a situation with assistance from staff who have been in those situations before, and by putting them through more training. Also, taking the opportunity to undertake a full review of the Position Description and it is ready for recruitment. Additionally, another officer who has been away for a number of months is expected to return shortly. CEO agreed to provide a summary report to Cr Camm prior to the Local Disaster Management Group meeting.

Cr Bonaventura commented on Community Recovery and that it was a great idea to hold the outdoor movie night for the Sarina Range residents. Whilst many people can say that TC Debbie was nearly 12 months ago, and it's all dead and gone for us, for these residents they are still living it every day, and to be able to provide that sort of event for them has been great. Also, by looking at having events at Koumala and Midge Point, these are a great idea for the community, and help them build a little more resilience and bring back some normality for them.

The Mayor agreed with Cr Bonaventura.

Cr Mann commented Pay Stay Parking Meters and that it is really pleasing to see the amount of extra revenue coming from the meters. It continues to increase each month, and she thinks it was a really good move to put these meters back in.

Cr Bella noted that he attended the Sarina Range Movie Night and it was a terrific night. It was attended by both the new State Government MP Steve Andrew and also Julieanne Gilbert. People were really pleased and they thanked Cr Bella on behalf of the Council for the event. The Koumala event will be held in March and the Koumala Progress Association is planning a Community Day and Movie that night. Cr Bella has undertaken some negotiation with the high school's new Principal, regarding the school students volunteering to be part of the Recovery Movie Night, which will be beneficial for both the community and the school. It is all moving very well and following on from Cr Bonaventura's comments, it is all very, very appreciated by the residents and Cr Bella thanked DCCS and her Department for helping to organise.

The Mayor agreed and for a little expenditure it is a really good outcome for the community as a result.

### **Council Resolution**

THAT the Officer's Recommendation be adopted.

**Moved Cr Bonaventura**

**Seconded Cr Mann (nee Fordham).**

**CARRIED**

### **12.3 MATERIAL CHANGE OF USE - CREMATORIUM - 217 SHAKESPEARE STREET, MACKAY - LOT 2 ON RP711418 - DA-2017-90**

<b>Application Number:</b>	DA-2017-90.
<b>Date Received:</b>	22 August 2017
<b>Action Officer:</b>	Dennis O'Riely
<b>Applicant's Details:</b>	J.A. & J.B. Boyle Pty Ltd ATF Boyle Family Trust c/- Cardno (Qld) Pty Ltd 77 Maggiolo Drive PAGET QLD 4740
<b>Proposal:</b>	Crematorium
<b>Site Address:</b>	217 Shakespeare Street, MACKAY QLD 4740
<b>Property Description:</b>	Lot 2 on RP711418
<b>Owner's Details:</b>	Metalsea Pty Ltd
<b>Area:</b>	911m <sup>2</sup>
<b>Planning Scheme:</b>	Mackay Region Planning Scheme 2017
<b>Planning Scheme Designations:</b>	Principal Centre
<b>Zone:</b>	Mackay City Centre
<b>Local Area Plan:</b>	City Mixed Use
<b>Precinct:</b>	
<b>Assessment Level:</b>	Impact

<b>Submissions:</b>	Two (2) properly made submissions
<b>Referral Agencies:</b>	Nil
<b>Attachments:</b>	Attachment A: Locality Plan Attachment B: Site Photographs Attachment C: Proposal Plan Attachment D: City Centre Building Heights
<b>Recommendation:</b>	Refused

## ASSESSMENT OF APPLICATION

### Purpose

The Material Change of Use application is for a crematorium to be established at 217 Shakespeare Street, Mackay (refer to Attachment A – Locality Plan).

The application is impact assessable and two (2) properly made submissions objecting to the proposal were received during the public notification period.

The submitters have raised concerns regarding the conflict with the proposed crematorium and surrounding land uses, amongst other concerns regarding visual amenity and planning need.

The application has been assessed against the relevant codes in the Mackay Region Planning Scheme and the proposal does not comply with the provisions of the planning scheme in terms of zoning of the site, air quality, setbacks and buffers from the proposed crematorium to surrounding sensitive land uses and visual amenity. In addition, the applicant has failed to demonstrate that there is a planning need for the proposed use to be located on the subject property, despite the conflicts with the planning scheme.

The application is recommended for refusal.

### Background

The application has been submitted by J.A. and J.B. Boyle Pty Ltd ATF Boyle Family Trust who operate Mackay Whitsunday Funerals and Crematorium, which is located at 209 Shakespeare Street, the adjoining property to the east of the subject site (on the corner of Shakespeare and Juliet Streets). The funeral parlour on the adjacent property established in 2016 and includes a funeral home, chapel, office, mortuary and cool room. There is no crematorium at the existing funeral parlour and the site does not form part of this development application. Establishing the funeral parlour did not require a material change of use application because the use is within an existing commercial premises. A crematorium is separately defined from a funeral parlour in Council's Planning Scheme and triggered impact assessment.

There are two (2) existing crematoria in the Mackay region which are operated by separate businesses. One is located at 218 Harbour Road, Mackay Harbour and another at 18 Malins Road, Sarina.

Council officers have met with the applicant to discuss the concerns with the proposed development and recommended that the application be withdrawn so that officers can work with the applicant to find a more suitable location for the crematorium, however this offer was not accepted by the applicant.

The applicant has advised that in the absence of gaining a full approval for the use, a temporary approval for the use of two (2) years would be acceptable. As discussed later in this report, a temporary approval is not considered acceptable in terms of Council forcing the use to cease at the end of the two (2) year approval period, nor it is considered appropriate to allow the use to operate adjacent to sensitive land uses.

### **Subject Site and Surrounds**

There is an existing single storey commercial building on the 911m<sup>2</sup> subject site that was previously used as an electrical wholesaler (refer to Attachment B: Subject Site Photograph). The building is setback approximately 14m from the Shakespeare Street frontage and includes offices, display and delivery areas. The building is built to the side and rear boundaries. The site includes a carparking area for seven (7) cars and delivery vehicle and has landscaping along the Shakespeare Street frontage and the eastern side boundary adjoining the carpark. The subject site is adjoined by the funeral parlour to the east and a flooring showroom to the west. The land adjoining the site to the south of the site is occupied by both the flooring showroom and a dwelling house that fronts Juliet Street.

The site is located within the Mackay city centre and the land in this area fronting both sides of Shakespeare Street is zoned Principal Centre and is occupied by a mix of land uses including food and drink outlet (McDonalds), commercial premises, show room, medium impact industry, and offices on the southern side of Shakespeare Street and the CQ TAFE, shops and offices on the northern side of Shakespeare Street. The land to the south of the subject site is zoned Medium Density Residential and is occupied by Dwelling Houses and Multiple Dwellings.

### **Proposal**

The applicant proposes to install a cremator for the cremation of bodies at the existing commercial premises on the subject site.

It is proposed to install a Therm-Tec model SQC-300 cremator, which is gas fired and comprises primary and secondary combustion chambers, which is designed to control odour and emissions from the cremator. The modular unit measures approximately 4.0m x 1.9m x 2.7m and a 6.7m high stack, and it is proposed to be housed within a room in the rear storage area of the existing building (Refer to Attachment C: Proposal Plan).

Air pollutant emissions from cremators are generated from both fuel combustion and also from combustion of biological remains. Emissions from the cremator will be

released via a vertical discharge stack. The discharge stack will be 3m higher than the existing roof line of the commercial premises and will be screened. According to the manufacturer specifications, the emissions temperature from the cremator is 748°C.

The cremator also has a number of features to help ensure the process does not cause nuisance such as automated battery backup and auto detection start up with voltage safe guards to provide a fail-safe shutdown system in the event of power loss to cease stack emissions.

The proposal is to deliver the bodies for cremation by vehicle from the rear of the existing funeral parlour in Juliet Street, around the corner to the Shakespeare Street entrance of the commercial premises on the subject site. The applicant has not nominated the number of cremations that would take place at the site per day, or the hours of operation, however the applicant has advised that the time of a standard cremation is approximately 90 minutes but with preparation and clean up time the practical time between commencement of cremations is 2.5hours.

## **PLANNING SCHEME ASSESSMENT**

The proposed development has been assessed against the Mackay Region Planning Scheme and is considered to be inconsistent with the intent of the scheme. The areas of non-compliance with the planning scheme are discussed below.

### Principal Centre Zone Code

The subject site is zoned *Principal Centre* under Council's Mackay Region Planning Scheme, and therefore requires assessment against the Principal Centre Zone Code. The following are considered to be areas of non-compliance with the zone code.

#### 6.2.16.2 Purpose

*(3)(c)(iii) impacts are managed to minimise potential land use conflicts and provide a high level of amenity for sensitive land uses; and*

*Sensitive land uses* are defined in the Planning Scheme and include amongst other uses, dwelling houses and multiple dwellings. Dwelling houses and multiple dwellings are located on the land to the south of the subject site. A crematorium is classified as a *High Impact Industry* in Council's Planning Scheme, which is considered to be recognition that crematoriums have the potential to impact upon nearby sensitive land uses. It is therefore required that the land use conflicts that would arise from the operation of a crematorium in this residential area be assessed.

A request was made to the applicant to provide an air quality assessment and air quality management plan that demonstrates that the location of the crematorium and associated exhaust stack is such that sensitive land uses will not be adversely impacted by air emissions from the operation of the cremator. The applicant engaged MWA Environmental Engineers to prepare the air quality assessment. The report concluded that the crematorium would comply with the relevant state, national and international air quality standards, and therefore not cause a nuisance to surrounding existing residents, subject to:

1. Cremations not exceeding ten (10) per day, and
2. Average daily cremation rate not exceeding five (5) per day, and
3. The cremator discharge stack being a minimum of 3m above the level of the building.

The applicant advised that these rates are conservatively high, indicating that the expected use of the cremator would be much lower than these rates.

However, the investigation only took in to account the existing building height of the commercial premises along Shakespeare Street and the ultimate building height of the Medium Density Residential land at the rear of the subject site, which could ultimately be a maximum of 8.5m or two (2) storeys. The investigation has not taken in to account the ultimate development envisaged for the properties adjacent to the subject site along Shakespeare Street, which the planning scheme envisages will be 17.5m or 5 storeys or 32m or 10 storey building height at the CQ TAFE site across the road (Refer to Attachment D: City Centre Building Heights). For reference, the existing CQ TAFE building opposite the site is 5 storeys high. It should be noted that the planning scheme provisions encourage residential to be included in multi-storey development in this area.

This conflict between the proposed development and the future planned use of the land in the surrounding area is considered to be a significant conflict with the Principal Centre Zone Code and will restrict future development of surrounding land.

During consultation with the applicant, an offer was made by the applicant to accept a condition of approval to be required to raise the discharge stack to comply with the 3m minimum clearance from the height of surrounding rooflines, if adjacent land was developed and building heights increased. This could mean that a stack height of 20.5m would be required if a development along Shakespeare Street was approved to the 17.5m allowed under the Planning Scheme. Such a stack would detract from the visual amenity in the area and it is unknown if the cremator would be able to operate effectively with a stack of this height.

As discussed earlier in this report, the applicant also offered to accept a two (2) year temporary approval for the use. Although the air quality assessment has demonstrated that the cremator can comply with the relevant air quality standards in terms of the existing buildings and future two storey development on the Medium Density Residential zoned land to the south of the site, ensuring that the applicant complied with the two (2) year approval period would be difficult for Council to enforce. In addition, the temporary approval would not overcome the significant conflicts with Council's Planning Scheme. It is considered that approving the crematorium, which is classified as a *High Impact Industry*, would significantly constrain future residential development in the surrounding area.

(3)(g) *Amenity:*

(i) *conflicts between sensitive land uses and uses generating amenity impacts are minimised through location, design and/or operation; and*

#### 6.2.16.3 Assessment Benchmarks

PO9

*Development does not generate unreasonable levels of noise, odour, dust, air emission, light or vibration impacts that affect:*

- (a) adjoining and nearby sites within a residential zone; and*
- (b) adjoining or nearby site containing an existing sensitive land use.*

To help overcome concerns that the cremator will generate smoke emissions, the applicant has proposed a condition of approval that requires the cremator not discharge visible emissions from the discharge stack with an opacity in excess of 20 per cent for an aggregate of more than 5 minutes in any one (1) hour period or more than 20 minutes in any 24 hour period. An opacity of 20% means that smoke emissions obscure objects viewed through it by more than 20% and therefore smoke would be visible. Information supplied by the manufacturer of the cremator states that it operates at zero per cent opacity in normal operating circumstances and therefore there are no visible smoke emissions from the stack.

The applicant has subsequently advised that fitting an opacity meter would be expensive and therefore it is considered that such a condition would be difficult for Council to enforce without such a meter monitoring the smoke emissions. Council cannot condition that no visible smoke emissions occur at any time from the crematorium, because there may be instances in the normal operation of the crematorium that, even for a short period of time, smoke emissions will be visible to members of the public or adjacent residents which may create concerns or negative perceptions about the amenity of the area.

Such a conflict between the existing land uses in the area and the proposed crematorium is considered to be unacceptable and a significant conflict with the Planning Scheme.

#### City Centre Local Plan Code

The subject site is within the *City Centre Local Plan* under the Mackay Region Planning Scheme, and therefore requires assessment against the City Centre Local Plan Code. The following are considered to be areas of non-compliance with the code.

##### 7.2.1.2 Purpose

*(2)(a)(ii) City mixed use precinct (precinct no. CC2) accommodates high density residential, commercial and short-term accommodation activities. High density residential activities support City Centre employment and services, and utilises the uppermost building heights of the City Centre to maximise residential yield and take advantage of the scenic amenity of the Pioneer River.*

The code envisages that this area has a high level of amenity for people living, working and passing through the City Centre. A crematorium is not a use that is encouraged by the code, nor is it one that would be expected to be located in the city centre.

*(2)(d) Built form - building height:*

- (i) reflects and reinforces the prominence of the City Centre as the key activity centre of a major regional city in northern Australia; and*

### 7.2.1.3 Assessment Benchmarks and Requirements

#### *PO16*

##### *Building height:*

*(a) Reflects and reinforces the prominence of the City Centre as the principal centre of a major regional city in northern Australia; and*

As discussed earlier, the Planning Scheme encourages land in this locality to be developed to five (5) and ten (10) storeys. Locating a crematorium in the area will restrict future development of land in this key location in the city centre and deter residential development, which is considered to be a significant conflict with the code.

#### High Impact Industry Zone Code

#### *PO16*

*Development does not generate unreasonable levels of noise, odour, dust, air emission, light or vibration impacts that affect:*

*(a) adjoining and nearby sites within a residential zone; and*

*(b) adjoining or nearby sites containing an existing sensitive land use.*

The Planning Scheme designates a crematorium as a *High Impact Industry* and this code nominates a setback from sensitive land uses, such as the residential uses located at the rear of the subject site, of 500m. The proposed crematorium is located adjacent to residential property with no buffer.

The lack of setbacks and absence of any buffering are considered to be a significant departure from the Planning Scheme requirements.

The Australasian Cemeteries & Crematoria Associations own Environmental Guidelines for Crematoria and Cremators (revised in 2009) recommends a buffer zone of at least 100m from residential uses. While these Guidelines are not a relevant assessment tool for Council to utilise in the assessment of the application, they indicate that the industry body considers that a buffer should be provided to sensitive land uses.

These setbacks from residential land mean that a crematorium would be more appropriately located in an industrial or rural zone.

#### General Development Requirements Code

##### *9.4.1.2 Purpose*

*(2) (d) development maintains the amenity of the surrounding area; and*

*(e) sensitive land uses in close proximity to activities generating amenity impacts are located and designed to mitigate the impacts; and*

##### *9.4.1.3 Assessment Benchmarks*

#### *PO23*

*Development maintains the air quality of the area through the effective management of air emissions and the minimisation of heat and odour releases.*

The air quality assessment submitted with the application demonstrated that the use could operate within the relevant air quality standards for the existing surrounding development, but it is unlikely that the impacts of the air emissions from the cremator would comply with the relevant air quality standards if the surrounding land was developed in accordance with the building heights allowed under the Planning Scheme.

*PO25*

*Non-residential development maintains the visual and general amenity of adjoining residential areas.*

The manufacturer specifications for the cremator states that it does not have any visible emissions. However, this is assuming that the cremator is being operated in the correct manner at all times. Should any emissions be observed by residents, even if rarely and for a short duration, the development would impact on the visual and general amenity of the area and is considered to be a significant conflict with the code.

## **INFRASTRUCTURE CONSIDERATIONS**

The proposed development is within an existing building that is connected to water, sewer and other infrastructure. There are no changes proposed to the access arrangements.

## **REFERRAL AGENCIES**

The application did not trigger referral to any referral agencies.

## **SUBMISSIONS**

The application was publicly notified in accordance with the requirements of the *Planning Act 2016*, and as a result of this process, two (2) individually prepared written submissions were received.

The submissions received, expressed opposition to the proposal. The principle concerns raised from the submissions are summarised and discussed below.

<b>1. Incompatible with the Planned Uses of the Locality</b>
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<p>The proposed crematorium is incompatible with and likely to compromise the planned use and building heights in the locality.</p>
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<p>The planning scheme intends the use and height of buildings in the locality to significantly transition overtime as follows: -</p>
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- |   |
|---|
| <ul style="list-style-type: none"><li>• The subject site and surrounding lands located within the Principal Centre Zone and City Mixed Use Precinct are intended to accommodate a mix of high density residential and short-term accommodation activities in tall buildings (up to 17m – five (5) storeys), commercial (centre activities, hotel, market, community activities and child care centre,</li></ul> |
|---|

- recreation activities and park; **and other uses that are compatible.**
- Surrounding lands located within the Medium Density Residential Zone (Precinct MD2) are intended to be developed for multiple dwellings in low-rise buildings (up to 8.5m – two (2) storeys).

Applicant's Response:

The proposed crematorium complies with air quality objectives for the existing surrounding development. Consideration for future uses can be conditioned.

The outcomes of the Principal Centre Code state that building heights transition “in intensity” across the City Centre from CC1 in the City Centre north (tallest) to CC4 in the City Centre south (shortest). The proposed crematorium will not prevent adjoining land from being developed as supported by the Planning Scheme.

Officers Comments:

While the applicants air quality assessment has shown that the crematorium could operate and comply with the relevant air quality standard in terms of the existing buildings in the location, there is no doubt that the Planning Scheme intent for this area is for multi-story development, including residential on the upper levels. The area is considered a key location for future development and this has been reflected in the Planning Scheme zoning and codes. If the crematorium is approved in this location, it is likely to compromise the future development potential for the surrounding land.

**2. Buffer distance to residential uses**

*Many of these planned land uses are defined by the planning scheme as 'sensitive land uses'. The planning scheme includes a crematoria within the thresholds of 'high impact industry'. Numerous provisions of the planning scheme seek to protect 'sensitive land uses' from incompatible development (specifically including 'high impact industry') by directing them away from each other. A buffer of 500m is an acceptable outcome sought by the planning scheme between 'high impact industry' and land in a residential zone (including Medium Density Residential Zone).*

Applicant's Response:

The Air Quality Assessment by MWA Environmental confirms that a 500m separation to sensitive land uses is not required for the crematorium. Performance-based assessment justifies that the crematorium can operate from the site in compliance with relevant air quality objectives and it is considered that the crematorium will not create unacceptable impacts on the amenity of the locality.

Officers Comments:

While the 500m buffer distance from crematoria to residential uses is listed as an acceptable outcome in the Planning Scheme code and crematoriums built closer to residential land are not absolutely ruled out, the proposal has no buffer to existing residential properties. The existing residences in the area adjoin commercial

properties which may have some impact upon the amenity of the area, however the residents in the area would not reasonably expect a crematorium to establish in such close proximity.

### **3. Australasian Cemeteries & Crematoria Association Guideline**

*The Australasian Cemeteries & Crematoria Associations Environmental Guidelines for Crematoria and Cremators (revised in 2009) discusses in Section 8.1.3 the importance of separating crematoriums from sensitive land uses. Even if the best control measures are used as indicated by the applicant, it recommends a buffer zone of at least 100m. The proposed crematorium has no buffer to adjoining lands with existing and planned sensitive land uses.*

#### Applicant's Response:

The Australasian Cemeteries and Crematoria Association's Environmental Guidelines for Crematoria and Cremators (revised in 2009) is not a relevant standard for assessment for the development application.

#### Officers Comments:

The buffer nominated by the Australasian Cemeteries and Crematoria Association's Environmental Guidelines for Crematoria and Cremators (revised in 2009) can be used as a guide to what the industry would expect is a reasonable setback distance to residential properties. The proposal for no buffer does not meet either the Planning Scheme code buffer of 500m or the industry guide of 100m.

### **4. Visual Impacts**

*The proposed crematoriums flue stack has the potential to adversely impact on the surrounding built environment. As previously discussed, the ACCA recommends flue stacks be no less than 3 metres above the peak of the roof. With a diameter of 1m, the flue stack will be obvious at that height. It will be even more obvious if as previously discussed a taller flue stack is required to take into account planned building heights of up to 17m in the locality.*

*The planning scheme seeks development in the City Centre that compliments and visually integrates with the surrounding built environment.*

*The proposed crematorium does not comply with the planning scheme as it is incompatible with the visual amenity outcomes sought by the planning scheme for the locality.*

#### Applicant's Response:

The flue will be screened by existing buildings to adjoining lots. Additional screening can be provided to Shakespeare Street and Juliet Street. Noise emissions from the flue will be within acceptable limits. Therefore, acoustic screening is not required in this instance.

<p><u>Officers Comments:</u></p> <p>The screening proposed would be adequate for the existing built form, however a higher stack and additional screening works would be required if any adjoining properties developed further and would impact on the visual amenity of the area.</p>
<p><b>5. Carparking</b></p>
<p><i>The proposed crematorium is expected to worsen carparking problems in the locality as no additional carparking is proposed to be provided for the crematorium and the existing carparking is inadequate for a crematorium with a funeral parlour that according to Whitsunday Funerals &amp; Crematorium website easily seats over 200 people for funeral services.</i></p> <p><i>The planning scheme requires adequate, convenient and safe on-site carparking to be provided. A corresponding acceptable outcome is to provide 1 space for every full time equivalent employee and one (1) space for every three (3) people able to be seated in the associated funeral parlour. This equates to around 50 more spaces than currently provided for the total complex. An alternative corresponding acceptable outcome for a funeral parlour in the Principal Centre Zone is one (1) space per 50m<sup>2</sup> and 1 space per 6 people able to be seated for funeral ceremony. This equates to around 30 more spaces than currently provided for the total complex.</i></p> <p><i>The proposed crematorium does not comply with the planning scheme as it does not provide adequate or convenient carparking.</i></p> <p><u>Applicant's Response:</u></p> <p>Carparking is in accordance with the requirements of the Planning Scheme, as addressed in the Town Planning Report accompanying the Development Application.</p> <p><u>Officers Comments:</u></p> <p>The car parking available onsite is consistent with the scale and intensity of a crematorium. The funeral parlour adjacent to the subject relies on off-site car parking to accommodate its patrons but the parlour does not form part of this development application and was lawfully established within an existing commercial premises.</p>
<p><b>6. Planning Need</b></p>
<p><i>There is no demonstrated planning need or other reason to justify Council approving the proposed crematorium. A crematorium does not have any specific locational requirements dictating a City Centre location.</i></p> <p><i>Existing crematoria in Mackay Regional Council are well buffered from sensitive uses yet readily accessible.</i></p> <p><i>The planning scheme specifically supports the general concept of locating a 'crematorium' in the Community Facilities Zone and 'High Impact Industry (including crematoria)' in the High Impact Industry Zone and the Industrial</i></p>

*Investigation Zone, where it can be demonstrated the proposal can be adequately buffered from sensitive land uses. The planning scheme also potentially supports the general concept of locating a 'crematorium' in other zones where the same can be demonstrated (e.g. rural zone).*

*It is requested Council refuse the application for the proposed crematorium as it does not comply with the planning scheme and their insufficient reasons for Council to otherwise approve the application.*

Applicant's Response:

The proposed crematorium is considered to satisfy the relevant Assessment Benchmarks in the Planning Scheme. Therefore, it is not relevant to address need.

Officers Comments:

It is considered that planning need is relevant in considering this application because the proposal conflicts with surrounding land uses. The nature of the use is one that is not required to be located in close proximity to customers.

Cremation, unlike a funeral, does not take place in the presence of the mourners and therefore locating the crematorium in close proximity to the existing funeral parlour is not a relevant consideration. There are two (2) existing crematoria operating in the Mackay region and both are located outside the Mackay city centre. The applicant has not established that there is a planning need for the proposal to be approved on the subject site, despite the conflict with the Planning Scheme.

**7. Loss of property value of adjoining businesses**

*Loss of value of this high value property, due to the operation of a crematorium being located next door may be significant. This potential loss of value could then be attributed to the stigma of this property being located immediately next door to a likely 'offensive industry', a crematorium.*

*The potential loss of value of property and loss of future income may be estimated somewhere in excess of 3 million dollars, if approved.*

*Securing future tenants would likely become difficult to secure. Even if the issues of smoke, noise, parking, toxic gases, danger to health, customer resistance to shop there, were to miraculously be resolved and disappear, there may always be the sinister and underlying fear of death and our human mortality. This could also be a huge stumbling block to future tenants, not only likely destroying demand, but also potentially destroying the property values.*

Applicant's Response:

Valuation/ future tenanting of adjoining premises is not a relevant town planning consideration.

Officers Comments:

The valuation of surrounding properties while a concern for surrounding property owners, is not a relevant town planning consideration in the assessment of this proposal.

## **8. Air Quality**

*Cremator smoke may trigger unacceptable and dangerous problems, including possible repeated episodes of black/brown acrid smoke. This may result in numerous complaints by resident neighbours and others who either live close by or find themselves recreating or working in the vicinity of the crematorium. This may be as a result of and due to an acrid odour, as well as this constantly remind them of their own mortality.*

*As a result of the burning of human flesh, and the burning of the containers into which these had been placed, burned residues will likely be expelled through the chimney outlet of the cremator to the atmosphere. These residues may include may include acrid smoke, cinders, ash, carbon, particles, along with numerous toxic chemicals both visible and invisible. As crematoriums have the potential to produce these dangerous toxic pollutants, which are likely linked to potentially serious health problems, especially children, so this could be very dangerous.*

### Applicant's Response:

Visible discharge from the flue will be discernible principally as a heat haze and will not be in a form of black/brown smoke. Air quality modelling has been undertaken for the proposed development, which concludes air quality discharges will be within the statutory limits.

### Officers Comments:

Under normal operating circumstances, the cremator should not emit smoke or odour and the applicants air quality assessment states that the use is acceptable. However, if the cremator did emit smoke and odour, even for a short period of time, it is likely to cause significant nuisance to nearby residents. If the proposed use is approved on the site, it must be accepted that some emissions and odour may occur from time to time and are likely to give rise to complaints from nearby residents.

## **9. Offensive Industry**

*Offensive industry is one which I believe people generally try to avoid....The burning of human flesh and human bodies or body parts, of these deceased people within a few feet of a high level flooring and home decorating retail premises is, I believe offensive and must not be allowed.*

### Applicant's Response:

The proposed crematorium will be a discrete and complimentary use to the Funeral Parlour, which is an accepted Centre Activity use on the subject site. The crematorium will be located within an existing building in an area which is not

publicly accessible. Expected land use impacts upon the amenity of the locality, public safety and air quality have been separately addressed.

Officers Comments:

The Planning Scheme designates a crematorium as a High Impact Industry, which recognises the impacts that the use is expected to generate.

**10. Decline in business**

*Death is an unpleasant reminder of our own mortality, and this includes fear of death, ghosts and spirits of the dead....Once competitors of adjoining businesses point out all of this to potential customers to try to get a marketing advantage, and in doing so reduce their competition, customers may become uneasy, fearful and not come near the place.*

*The possible appearance of hearses and other "meat wagons" in the crematorium area, namely the Shakespeare Street front car park, unshielded and in clear sight of the Carpet House Floorzone car park/entry, the footpath and any other areas within which flooring customers may frequent, would likely make them uncomfortable and likely wish to leave.*

Applicant's Response:

The proposed crematorium is a complementary use to the Funeral Parlour, which is an accepted Activity use on the subject site.

Officers Comments:

The delivery of bodies to the Shakespeare Street entry to the building is likely to cause concern to people living, working and shopping in the area. While this aspect of the development could be conditioned so that the delivery of the bodies does not take place in public view or inside normal trading hours, it is considered further evidence that the crematorium would be more appropriately located on land within the industrial or rural zone and separated by appropriate buffers to existing and future residential properties.

**11. Litigation from Customers**

*Litigation could be imminent. Should one of the occupants, staff or visitors to the surrounding businesses become ill, and this illness is suspected to be from or attributed to the possible toxins spewed out of this crematorium, this would potentially cause insurmountable financial damage to the owners, and possibly the tenants either separately or jointly. The risk that this could present would likely make it impossible for a business to operate safely in to the future.*

Applicant's Response:

The air quality assessment demonstrates that discharges to the environment will be within the acceptable limits.

Officers Comments:

The air quality assessment submitted by the applicant was conducted by a suitably qualified professional and the assessment report concludes that a cremator would be safe, subject to the conditions discussed earlier in this report. Therefore, the potential of litigation from customers of adjoining businesses is less of a concern than the impact the proposal would have on the amenity of the area.

**12. Noise**

*Cremator noise is a factor which may affect a retail business in such very close proximity. It would be understandable that at the commencement of a cremation, that the noise from these powerful burners may be audible, either within the flooring showroom or in the front carpark and the store entry area....not a conducive atmosphere for home decorating shopping.*

Applicant's Response:

Noise generation will be within acceptable limits.

Officers Comments:

Noise generation from the use is unlikely to be outside the acceptable limits.

**13. Existing Use Rights**

*We question the applicant's contention that a Funeral Parlour is accepted development on the subject site at 217 Shakespeare Street and the adjoining 209 Shakespeare Street currently used for the Whitsunday Funerals & Crematorium funeral parlour. 'Centre Activities' are only 'accepted development' under the new planning scheme in the Principal Centre Zone if the premises have previously been lawfully used for 'Centre Activities'.*

*We have researched existing use rights for 209 and 217 Shakespeare Street. Unless Development Permits (Material Change of Use) were subsequently obtained, we have concluded their existing lawful use rights is for 'light industrial' purposes as defined by the 1978 planning scheme.*

Applicant's Response:

The subject site was previously occupied by Sheriff Electrical Wholesalers, most appropriately defined in the Planning Scheme as an Office or Showroom. "Centre Activities" includes Offices, Showroom and Funeral Parlours (Table SC1.1.1.2). Zone table 5.5.16 defines Centre Activities as Accepted Development in the Principal Centre Zone if:

- Within an existing/approved building that has been previously, or is approved to be, occupied by a centre activity; and
- not a bar; and

- complying with all requirements for accepted development.

The acceptable outcomes for Accepted Development in the Centre Activities Code are addressed in the Town Planning Report accompanying this Development Application.

Officers Comments:

The funeral parlour site does not form part of this development application, however for information only, Council officers provided advice to the applicant that the building at 209 Shakespeare Street had existing lawful use rights for a 'commercial premises' and therefore a funeral parlour could establish on the site without a further material change of use application.

The crematorium use only covers a small area of the building at 217 Shakespeare Street, and any proposal to use the remainder of the building for any other use than it is approved for, would need to comply with the Planning Scheme requirements.

#### **14. Piecemeal Application and Planning Scheme Definitions**

*It seems the applicant is taking a piecemeal approach to creating the crematorium on the site by first establishing the funeral parlour and then adding the cremator. We are of the opinion the application hasn't been properly made. Instead a Development Permit (Material Change of Use) should be sought for the total development of 209 and 217 Shakespeare Street for Whitsunday Funerals and Crematorium as a 'Crematorium' as defined by the planning scheme.*

*There are actually two (2) use definitions under the planning scheme for crematorium, namely 'Crematorium' and 'High Impact Industry' under 'Threshold 31 – Crematoria'. 'Funeral Parlour' is separately defined and specifically excludes cremation. While the definition of 'Crematorium' doesn't specifically include or exclude a funeral parlour, the carparking rate for a crematorium includes a specific rate for the funeral parlour component, indicating that the definition could include a funeral parlour. We're of the opinion the total development over 209 and 217 Shakespeare Street is a 'Crematorium including a 'Funeral Parlour'. Either way the planning scheme provisions in relation to both 'Crematorium' and 'High Impact Industry' are relevant to the assessment.*

Applicant's Response:

The development application satisfies the criteria for a Properly Made application in accordance with s51(5) of the Planning Act 2016 and has been accepted by Council as having been properly made.

The use rights for the Funeral Parlour in the site have previously been established, and the point is made that a site can contain more than one land use. Therefore, it is not agreed that the application is "piecemeal".

209 Shakespeare Street is not part of this development application.

Officers Comments:

The application was accepted as being properly made under the provisions of the Planning Act 2016, by which officers considered that the application was appropriately lodged and defined.

**15. Amenity**

*The planning scheme seeks to provide a high level of amenity for the thousands of people living, working and passing through the City Centre on a daily basis, with a particular emphasis on existing sensitive land uses.*

*The purpose of the Mackay City Centre Local Plan is one example, stating its purpose is to:-*

*“achieve a highly liveable, accessible, connected and integrated City Centre with a strong sense of character and identity, that: provides an attractive, comfortable, active, safe and responsive public realm that defines street character and activity, and creates a high level of amenity and identity for the City Centre.”*

*The proposed crematorium is clearly at odds with this intent and will compromise its achievement for the surrounding locality and beyond including existing and future sensitive development.*

Applicant’s Response:

The proposed crematorium is not expected to have any significant impact on the amenity or liveability of the locality, either visually or environmentally.

Officers Comments:

It has been established that the proposal has the potential to impact on the visual and general amenity of existing and future surrounding land uses.

**16. Operation of Crematorium**

*Our client is highly experienced and qualified in cremation having conducted over 40,000 in their facilities. Our client is extremely concerned with the proposed crematorium and advises:-*

- *Smoke, odour, noise and dust are all real concerns. There will never be a crematorium that doesn't have some smell at some time regardless of equipment and best practice. The smell of burning and smoke in the City Centre would be unavoidable.*
- The proposed cremation equipment is not of a standard that would be considered acceptable for a location in such proximity to a residential area because there is no secondary chamber, opacity pollution control monitor and short chimney stack. Advice has been sought from a cremator manufacturing expert who is concerned the proposed equipment is substandard.*
- The application relied on air data from 2003 and the tests were performed with a*

*substantial cooldown time between each case. Nearly 3 hours between 1<sup>st</sup> and 2<sup>nd</sup> test case.*

- *Council should value experience and opinions such as ACCA, the national body for this industry. Previous Council conditions for similar applications included buffers, carparking requirements and landscaping.*

Applicant's Response:

Smoke and odour will be minimal due to the extremely high operating temperatures of the cremator. The air quality assessment by MWA Environmental provides an objective assessment of expected impact of the proposed cremator against the requirements of the Environmental Protection Policy (Air) and recommends control measures to ensure emissions are within acceptable limits. The ACCA guideline is not relevant to Queensland legislation or the particular site.

Officers Comments:

Any smoke or odour emissions from the use is likely to cause nuisance and impact on the amenity of surrounding land uses. Regardless of the suitability of the proposed cremator, a crematorium use is not one that should be located in the city centre because of the potential conflicts with surrounding land uses that would normally be expected to be located in the centre of the city.

## **RESOURCES IMPLICATIONS**

There are no resource implications for Council as a result of this recommendation.

## **RISK MANAGEMENT IMPLICATIONS**

Nil, with the exception of potential costs involved if an appeal is lodged.

## **CONSULTATION**

### External

The development proposal was publicly notified as required by the Planning Act. Details of the submissions are outlined earlier in this report.

### Internal

The application was discussed with representatives from various Departments at the Development Enquiries Meeting on November 28, 2017.

## **CONCLUSION**

The proposed crematorium is recommended for refusal because it conflicts with the intent of the Mackay Region Planning Scheme.

The proposal does not include any buffers to existing and future residential uses in the locality, which is considered a significant conflict with the Planning Scheme. The crematorium is likely to restrict future high-rise development in the locality, or the discharge stack on the cremator would need to be built to a level that would have a detrimental impact on the visual amenity of the area.

The subject site is within the City Mixed Use precinct, and it is envisaged that this area would be the location of high density residential, commercial and short-term accommodation. The proposed crematorium operating on the subject site would likely restrict or deter these uses from occurring in the locality. The Planning Scheme seeks a high level of amenity in this area for people living, working and passing through the city centre.

It has not been demonstrated that there is a planning need for the use to be approved on the subject site, despite the conflicts with the Planning Scheme. The proposed use would be more appropriately located on industrial or rural zoned land with setbacks to sensitive land uses.

Despite offers by the applicant to restrict smoke emissions and restrict the approval to two (2) years, it is considered that the proposal cannot be conditioned to address concerns with amenity and conflict with surrounding existing land uses.

### **Officer's Recommendation**

- A. THAT Council refuse the application for a Material Change of Use for a Crematorium located at 217 Shakespeare Street, Mackay, described as Lot 2 on RP711418 on the following grounds:
1. The proposal conflicts with the intent of the Mackay Region Planning Scheme 2017 (version 1.1), in particular the performance outcomes of the Principal Centre Zone Code, City Centre Local Plan Code and High Impact Industry Code.
  2. The proposed setback from the crematorium to surrounding sensitive land uses is insufficient to ensure that the proposed development does not detrimentally impact upon existing and future sensitive land uses in terms of odour and air emissions.
  3. The proposed setback from the crematorium to surrounding residential properties is insufficient to ensure the proposed development does not detrimentally impact on the visual and general amenity of surrounding land uses.
  4. The applicant has not demonstrated that there is planning need for the proposed use, despite the conflicts with the Planning Scheme.

### **PUBLIC PARTICIPATION**

The Mayor welcomed the members of the public in the Public Gallery who had registered to speak to this item on the agenda today and provided an explanation on the procedure of public participation.

John Pupek

Mr Pupek and wife own retail and residential properties on two (2) sides of the proposed crematorium. He raised a number of concerns relating to the loss of tenants to the properties, loss of customers to the retailers, tenants/employees and their customers being confronted with the thought of their own mortality on a daily basis. Risk of emission, odour, toxic smoke from the flume stack, and concerns of vibration will raise thoughts of another cremation is occurring. Mr Pupek has concerns for the Floor Zone building's air con intake box being immediately downwind from the flume, machinery breakdown/underserving or poor service causing greater amenity impacts, and a reduction of property price.

Barwon Gooch

Mr Gooch, Consultant from RPS representing Mr Pupek, and Newhaven funerals. Mr Gooch undertook an investigation on the application and believes that the Council's officers grounds for Refusal were consistent with their investigations and that it doesn't comply with the Planning Scheme and is incompatible with the Planned Future Use in the Medium Density Residential Locality. Concerns that future residential buildings could tower over the flume stack and health issues caused by the smoke and odour emissions. Crematorium use goes against the current uses in the locality which are residential, commercial and educational. The Planning Scheme requires a 500m setback from a crematorium, best industry practice goes down to as short as 100m, but this would be a 0m setback.

Jeff Boyle

Mr Boyle is the Applicant. He gave a snapshot of reasons supporting the application, citing that over \$3M a year leaves the community to business based outside of the area, cited sections of Environmental Impact report, Cremator meets and exceeds environmental impacts i.e. no smell, no smoke and puts out less emissions than a new motor car. Currently 150 cremators around the world in built up areas. Benefits to the community by money spent here, stays here. Also, for the cremator proposed 99% of ashes are returned to family, family members are allowed to attend their loved ones cremations, and it returns ashes to family on the same day. Also, the price of cremations have dropped significantly since his business has moved to Mackay.

Cr Camm requested clarification from the Background section of the report, that it states that Council Officers have met with the Applicant to discuss concerns. She would like to ascertain when that was, how long ago and was there only one preliminary meeting prior to the application being made or were there subsequent meetings around other potentially suitable locations.

Director Development Services (DDS) responded that he wasn't entirely sure how many meetings the Applicant had with staff, with the comment around the 2-year trial proposed coming out of a meeting with himself with the Applicant but that came much later in the process after other meetings and written advice being provided to the applicant advising Council's concerns with the proposal.

### **Council Resolution**

THAT the Officer's Recommendation be adopted.

**Moved Cr Camm**

**Seconded Cr Gee.**

Cr Camm stated that she is very supportive of the funeral industry and cremations, but this matter is purely around planning use and planning grounds, and in particular that Council have recently adopted a new Planning Scheme, whereby it is very clear, through that Scheme, where is the appropriate Zones for appropriate Uses. Noting also that was an element of certainty from the officer that there was an opportunity for other alternative sites to be discussed and identified. All Councillors are aware that through the Planning Scheme process that there are in fact other locations that may be more suitable. Based purely upon Planning grounds, and as is outlined in the report, she cannot support this application.

**CARRIED**

At this point the Applicant Mr Boyle raised from the Public Gallery a number of matters in objection to the Council decision. Having risen from his seat in the Gallery and moved towards the meeting table the Mayor asked Mr Boyle to desist otherwise he would be ejected from the meeting.

Mr Boyle then left the meeting room.

**12.4 DEVELOPMENT PERMIT FOR MATERIAL CHANGE OF USE - IMPACT - UNDEFINED USE (PRIVATE AIRSTRIP) - LOT 10 BALL BAY ROAD, 175 KIPPEN DRIVE AND LOT A GELA ROAD, BALL BAY (LOT 10 ON SP225930, LOT 143 ON CP865662 AND LOT A ON AP20327) - DA-2017-68**

**Cr Williamson** declared that a perceived conflict of interest in this matter, **Item 12.4 Development permit for Material Change of Use – Impact – Undefined use (Private Airstrip) – DA 2017-68** could exist (as per section 173 of the *Local Government Act 2009*), due to Mr Bob Smith, the applicant, being a donor to the Greg Williamson Alliance group during the 2016 Local Government Election for the amount of \$400 (for total Alliance).

1. Having considered the position Cr Williamson was firmly of the opinion that he could participate in debate and vote on this matter in the public interest due

to the minor amount of the donation (less than the threshold for public declaration of gifts) and the fact that it was a past donation.

**Cr Camm** declared that a perceived conflict of interest in this matter, **Item 12.4 Development permit for Material Change of Use – Impact – Undefined use (Private Airstrip) – DA 2017-68** could exist (as per section 173 of the *Local Government Act 2009*), due to Mr Bob Smith, the applicant, being a donor to the Greg Williamson Alliance group during the 2016 Local Government Election for the amount of \$400 (for total Alliance).

1. Having considered the position Cr Camm was firmly of the opinion that she could participate in debate and vote on this matter in the public interest due to the minor amount of the donation (less than the threshold for public declaration of gifts) and the fact that it was a past donation.

**Cr May** declared that a perceived conflict of interest in this matter, **Item 12.4 Development permit for Material Change of Use – Impact – Undefined use (Private Airstrip) – DA 2017-68** could exist (as per section 173 of the *Local Government Act 2009*), due to Mr Bob Smith, the applicant, being a donor to the Greg Williamson Alliance group during the 2016 Local Government Election for the amount of \$400 (for total Alliance).

1. Having considered the position Cr May was firmly of the opinion that she could participate in debate and vote on this matter in the public interest due to the minor amount of the donation (less than the threshold for public declaration of gifts) and the fact that it was a past donation.

**Cr Mann** declared that a perceived conflict of interest in this matter, **Item 12.4 Development permit for Material Change of Use – Impact – Undefined use (Private Airstrip) – DA 2017-68** could exist (as per section 173 of the *Local Government Act 2009*), due to Mr Bob Smith, the applicant, being a donor to the Greg Williamson Alliance group during the 2016 Local Government Election for the amount of \$400 (for total Alliance).

1. Having considered the position Cr Mann was firmly of the opinion that she could participate in debate and vote on this matter in the public interest due to the minor amount of the donation (less than the threshold for public declaration of gifts) and the fact that it was a past donation.

**Cr Gee** declared that a perceived conflict of interest in this matter, **Item 12.4 Development permit for Material Change of Use – Impact – Undefined use (Private Airstrip) – DA 2017-68** could exist (as per section 173 of the *Local Government Act 2009*), due to Mr Bob Smith, the applicant, being a donor to the Greg Williamson Alliance group during the 2016 Local Government Election for the amount of \$400 (for total Alliance).

1. Having considered the position Cr Gee was firmly of the opinion that he could participate in debate and vote on this matter in the public interest due to the minor amount of the donation (less than the threshold for public declaration of gifts) and the fact that it was a past donation.

**Cr Paton** declared that a perceived conflict of interest in this matter, **Item 12.4 Development permit for Material Change of Use – Impact – Undefined use (Private Airstrip) – DA 2017-68** could exist (as per section 173 of the *Local Government Act 2009*), due to Mr Bob Smith, the applicant, being a donor to the Greg Williamson Alliance group during the 2016 Local Government Election for the amount of \$400 (for total Alliance).

1. Having considered the position Cr Paton was firmly of the opinion that he could participate in debate and vote on this matter in the public interest due to the minor amount of the donation (less than the threshold for public declaration of gifts) and the fact that it was a past donation.

**12.4 DEVELOPMENT PERMIT FOR MATERIAL CHANGE OF USE - IMPACT - UNDEFINED USE (PRIVATE AIRSTRIP) - LOT 10 BALL BAY ROAD, 175 KIPPEN DRIVE AND LOT A GELA ROAD, BALL BAY (LOT 10 ON SP225930, LOT 143 ON CP865662 AND LOT A ON AP20327) - DA-2017-68**

<b>Application Number:</b>	DA-2017-68
<b>Date Received:</b>	28 June 2017
<b>Action Officer:</b>	Leah Harris
<b>Applicant's Details:</b>	Bob Smith c/- Cardno PO Box 759 MACKAY QLD 4740
<b>Proposal:</b>	Development Permit for Material Change of Use - Undefined Use (Private Airstrip)
<b>Site Address:</b>	Lot 10 Ball Bay Road, 175 Kippen Drive and Lot A Gela Road, BALL BAY QLD 4741
<b>Property Description:</b>	Lot 10 on SP225930. Lot 143 on SP865662 and Lot A on AP20327
<b>Owner's Details:</b>	Kalcool Pty Ltd
<b>Area:</b>	44.966ha
<b>Planning Scheme:</b>	Mackay City Planning Scheme 2006
<b>Planning Scheme Designations:</b>	Hinterland
<b>Locality:</b>	O'Connell River & Northern Streams

Precinct:	Rural, Open Space
Zone:	
<b>Assessment Level:</b>	Impact
<b>Submissions:</b>	20 submissions
<b>Referral Agencies:</b>	Nil
<b>Attachments:</b>	Attachment A: Locality Plan Attachment B: Plan of Development Attachment C: Flight Path & Elevations Attachment D: Aircraft Monitoring
<b>Recommendation:</b>	Approved Subject to Conditions

## ASSESSMENT OF APPLICATION

### Purpose

This development application to Mackay Regional Council seeks a Development Permit for a Material Change of Use for an Undefined Use (Private Airstrip) at Lot 10 Ball Bay Road and 175 Kippen Drive and Lot A Gela Road, Ball Bay (refer to Attachment A – Locality Plan).

The application is seeking approval to use the existing airstrip for private use by the property owner. The applicant is not seeking approval for use of the airstrip by parties not associated with the owner.

The application is impact assessable and received 20 submissions objecting to the proposal during the public notification period.

The submissions have raised issues of noise and amenity, safety and possible commercial use of the airstrip, among other issues. The submissions have not raised any grounds that cannot be appropriately conditioned.

The application is recommended for approval.

### Background

The airstrip was established in 2003 under the provisions of the Superseded Transitional Planning Scheme. The provisions of the Scheme allow the development of a private airstrip without the need for Council approval if the airstrip and associated hangars are for personal use to operate a farm. The use of an airstrip is considered a lawful use, if that use is ancillary to an agricultural practise.

In June 2005, Council was advised that an aero club had hosted a fly-in at the airstrip. The fly-in use is not ancillary to the farming use of the site and accordingly Council issued a show cause notice to the landowners. A response from the landowners was received stating that the airstrip was unwittingly used outside of its lawful use.

Council accepted the landowner's representations and no further compliance action was taken at that time. However, a development application was lodged in response to Council's show cause notice for approval to operate an airstrip that is not ancillary to an agricultural practise (DA-2006-87). This application was refused. A second similar development application for the airstrip and hangers was lodged, DA-2008-787 and was subsequently also refused.

Historically Council has received applications for airstrips at 3 additional locations within the region, Whitsunday Drive, Bloomsbury (DA-2002-118 & DA-2004-76 and DA-2017-116), at Palmyra Dragstrip (DA-2002-21) and at Tedfords Road, Marian (DA-2016-14).

#### Palmyra Dragstrip (DA-2002-21)

This application was approved. It was considered that the use of the existing drag strip as a private airstrip would not impact on the residents in the surrounding area over and above the impacts caused by the use of the existing drag strip for motor sport purposes. Further, the nearest residence to the airstrip/drag strip was at least 200m from the location of the strip.

Conditions were included in the approval that placed restrictions on the hours of operation, limitations on the size of planes using the strip, the number of flights and planes able to be stored on this property; as was the restriction on the keeping of fuel on-site and maintenance of aircraft.

#### Tedfords Road, Marian (DA-2016-14)

This application was for *Undefined Use – Private Airstrip* and was approved with conditions that limits its use in relation to the already established helicopter business nearby, *Airwolf Aviation and Sky Ag Helicopter Services*. The proposal was supported because of the economic benefits of supporting a small business and the supporting acoustic assessment which limits the use of the airstrip.

#### Whitsunday Drive, Bloomsbury (DA-2002-118/DA-2004-76 & DA-2017-116)

This airstrip has existed on the property since the 1980's and possibly earlier. The creation of rural residential lots surrounding the property was originally done with a view that the residents could access and use the airstrip; though there is no evidence of any formal approval for this use. The owner has previously and possibly still does allow surrounding residents to land on this airstrip.

The owner has lodged two previous applications to allow the formalisation of the use of the airstrip for other persons, via a proposal to build and sell hangers to other plane owners, with the arrangement that the airstrip would be contained in common property. Both applications were refused by Council.

An application currently lodged with Council (DA-2017-116) is proposing to link the approval of additional rural residential lots (previously approved in a similar layout) to the airstrip in the form of an 'Airpark' development, where the owners of the surrounding lots will have legal rights to access and use the airstrip and the option of

building a hanger adjacent to the airstrip. This approval has not yet entered the decision-making period and currently no position in terms of its approval or otherwise has been formed by officers.

### **Subject Site and Surrounds**

The total area of the subject properties is approximately 44.9664ha. The site is predominantly cleared for agricultural production, and contains two sheds and a level airstrip. The site has access to Ball Bay Road, which is a sealed road, and Kippen Drive, although it is not proposed that Kippen Drive will be used as an access route. The site does not have formal crossovers to these roads, and will use existing rural access points to access the property. The property has access to electricity but is otherwise un-serviced. The proposed airstrip traverses the three (3) lots the subject of the application and will need to be amalgamated if the development is approved.

The surrounding area is zoned as Rural, Village, and Open Space under the Mackay City Planning Scheme 2006. The immediate surrounds contain an area of small to large rural lots to the southeast (Kippen Drive) and large areas of open space to the north and south.

### **Proposal**

The proposal is for an airstrip for private use which will be used during daylight hours only. The airstrip is located in the northern part of the subject site, and generally runs from near the Ball Bay Road frontage through the site to the south east (refer to Attachment B – Plan of Development).

The application is seeking approval only for private use of the airstrip, with no request for commercial uses or use by parties not associated with the owner. The application has been lodged because the airstrip is not considered to be ancillary to an agricultural practise on the subject property.

During the assessment of previous applications and complaints received about the use of the airstrip, there has been concerns regarding noise and vibration from the planes using the airstrip and during take-off and landing operations. Consequently, an assessment was undertaken which determined that the aircraft can operate within acceptable noise limits for the locality and keeping well below the maximum number of take-offs per day, particularly given the casual nature of the use. There will be minimal impact on visual amenity for the surrounding locality, with minimal infrastructure required.

### Flight Path

The airstrip has a flight path generally in a south-easterly direction, however the direction of the landing approach and take off is dependent on whether there is a northerly or southerly wind prevailing. Typically, aircraft make their landing approach from the north with a gradual decent onto the airstrip over undeveloped land, with the departure flight path to the south (refer to Attachment C – Flight Path & Elevations).

## PLANNING SCHEME ASSESSMENT

The proposed development has been assessed against Council's Mackay City Planning Scheme 2006 and is considered generally consistent with the intent of the Scheme with some conflicts identified below.

The subject site is zoned Rural and Open Space and is within the Hinterland Locality. The area of Open Space zoned land is Lot A Gela Road, which is a portion of temporarily closed road which the applicant is in the process of seeking to close and purchase from the State. This request has recently been agreed to by Department of Natural Resources and Mines.

The application has been assessed against the Desired Environmental Outcomes (DEO's), overlays and the following codes of the Planning Scheme:

- Mackay Hinterland Locality Code including the Rural and Open Space Zones
- Environment and Infrastructure Code
- Bushfire Management Overlay Code
- Development on Steep Land Overlay Code
- Acid Sulfate Soils Overlay Code
- Good Quality Agricultural Land Overlay Code
- Landscape Character Area Overlay Code

### Desired Environmental Outcomes

#### *Economic Development*

*(2c)(i) Economic resources such as good quality agricultural land, forests, fisheries, extractive materials, water and land resources are protected from the adverse or limiting effects of proximate, incompatible activity for future ongoing use. Good quality agricultural land is made available for urban uses only with a demonstration of overriding community need.*

The proposed use does not have a detrimental effect on Good Quality Agricultural Land as the balance of the property is still available for farming uses. It is acknowledged that some agricultural land will be removed from potential production; however, it is considered that the use is not permanent in nature and the land can be reverted to rural use at any future time.

### Overlays

The subject site is affected by the following Overlays:

#### Bushfire Management Overlay Code

The whole of the site is affected by the Bushfire Management Overlay and is classified as Medium Risk.

The proposed development does not include any additional buildings or impact on vegetation and therefore it is considered that the proposal complies with the requirements of this code.

#### Steep Land Overlay Management Code

A small portion of the site is affected by the Steep Land Overlay.

The proposed development is not located in the area mapped under this Overlay and is therefore considered to comply with this Code.

#### Good Quality Agricultural Land Overlay Code

A large portion of the site is affected by the Good Quality Agricultural Land Overlay (GQAL).

*“P3 Development on land as shown on the Good Quality Agricultural Land Overlay Map as GQAL does not result in land taken out of agricultural use unless: (i) an overriding community need for the development is demonstrated; and (ii) no alternative sites are available.”* The applicant argues that the land is currently not used for agricultural purposes, and the proposed use is considered temporary, meaning the land could be converted back to rural use in the future if required.

In addition, airstrips are not inconsistent with farming uses and can be considered farming infrastructure if the aircraft are used for crop spraying and the like. The proposed development is considered to comply with this Code.

#### Landscape Character Overlay Code

The whole of the site is affected by the Landscape Character Overlay.

The proposed development is to occur on a previously cleared site, and complies with this Code.

#### Acid Sulfate Soils Overlay Code

A small portion of the site is affected by the Acid Sulfate Soils Overlay.

The proposed development does not involve the disturbance of soil or sediment, and so this code has not been assessed by the applicant, nor it is considered relevant for assessment given the fact no soil disturbance is proposed as part of the development.

In addition to the above Overlay Codes, the application has been assessed against the following Codes of the Planning Scheme:

#### **Zoning & Locality Codes**

#### Mackay Hinterland Locality Code

The proposal is generally consistent with the overall outcomes and specific outcomes of the locality code. Though the land is identified as GQAL, the proposed operation, as discussed above, is not inconsistent with farming practices and the balance of the parcel is still available for farming.

#### Rural Zone in the Hinterland Locality Code

The Rural Zone Code was amended in 2011 to strengthen the provisions relating to industrial uses located within the Rural zone. These amendments were the result of consistent compliance action being undertaken against Transport Depots, General Industry Workshops and Civil Construction Depots. The amendment introduced a definition of “Rural Activity” and “Industrial Activity”.

*“Rural activity” means the use of land for agriculture, animal husbandry, aquaculture, extractive industries, forestry, intensive animal husbandry, kennels or a rural industry.”*

The consideration of this definition is significant because Overall Outcome (2)(c) of the Rural Zone Code is

*“non-rural activities do not occur.”*

Despite the very specific and limited definitions listed in the definition above, the airstrip use is considered to be a Rural Activity. It is an activity which is only suitable in the Rural Zone because of the size of the land needed to undertake the use. A part of the consideration also relates to the scale of the development as being low intensity non-commercial operation consistent with an airstrip which would be ancillary to an agricultural use.

Therefore it is considered that the use is consistent with the Overall Outcomes of the Rural Zone Code.

#### Open Space Zone in the Hinterland Locality Code

The applicant has argued that the Open Space Zone Code does not require assessment for this proposal, given that the section of the site that is zoned Open Space is a road reserve and will be used for rural purposes. This Open Space Zoning has been removed under the Mackay Region Planning Scheme zoning.

### **Development Codes**

#### Environment and Infrastructure Code

*PI of Noise and Vibration Management states “Noise and vibration do not detract from the amenity of residents or employees of any adjacent premises”.* The applicant has previously provided an assessment on noise and vibration emissions and has determined that the impacts will be minimal. The proposed development complies with the requirements of this Code.

The proposal generally complies with the intent of the above Codes, the areas of non-compliance are discussed below:

### **Acoustic Assessment**

HLA-Envirosciences were commissioned to undertake an acoustic assessment on behalf of the applicant. An acoustic assessment was conducted onsite from the 4<sup>th</sup> of February 2006 between 10:30 and 11:30am of the impact of noise emanating from Commander 114 aircraft using the landing strip at the nearest residence. Noise monitoring was conducted at the property boundary adjacent to the nearest noise sensitive location, being a residential house situated on the adjoining allotment. The dwelling house is approximately 130m east of the edge of the runway

Under the Environmental Protection Policy (EPP) in force at the time the assessment was done, the 70dB (A) must not be equalled or exceeded for more than 5 minutes over a 24 hour period for an airport. The results of the assessment indicate that the noise levels stipulated in the EPP would not be exceeded provided the number of take offs does not exceed 27 within any 24 hour period.

The legislation relating to noise related issues was amended and are now covered by the Environmental Protection (Noise) Policy 2008 (EPP Noise 2008) and *Australian Standard AS2012:2015 Acoustics – Aircraft noise intrusion – Building siting and construction*.

The purpose of this policy is to achieve the object of the Act in relation to the acoustic environment by:

- identifying environmental values to be enhanced or protected;
- stating acoustic quality objectives for enhancing or protecting the environmental values; and
- providing a framework for making consistent, equitable and informed decisions about the acoustic environment.

Based on the measurements undertaken in 2006, previous Development Approvals and conditions which have been prepared by Council and the current legislation, it is considered that the use can be appropriately conditioned so that the noise impacts can be complied with and effectively monitored by Council. It is recommended to include a condition which requires monitoring and reporting at the prompt of an authorised person such as a Council officer. Proposed condition 14 specifies that the closest houses (as listed) must be used when undertaking the noise assessment (refer to Attachment D – Aircraft Monitoring).

### **PLANNING SCHEME CONTRIBUTIONS POLICIES**

The proposal is for an undefined use. Under Council's current infrastructure charges resolution, it is at Council's discretion how the proposal is charged. No buildings have been included in the application and therefore it is not considered that a charge is warranted.

### **MACKAY REGION PLANNING SCHEME**

The application was lodged just prior to the commencement of the Mackay Region Planning Scheme 2017 (MRPS), though a significant weight can be placed on the provisions of the MRPS because of how far progressed towards adoption the scheme was at the time of lodgement of the application on account of the *Coty principle*. The principle comes out of the case of *Coty (England) Pty Ltd –v- Sydney City Council (1957) 2 LGRA 117* which provides that weight may be given to a new planning document (which arises after the lodgement date), depending on how far it is along the legislative path to adoption. Essentially the principle provides that the new document should be given more weight the further it is along the legislative path. Generally, the cases indicate that if the new document is towards the end of the public exhibition period it should receive considerable weight.

The subject site is zoned Rural under the MRPS. The surrounding vegetated areas are zoned conservation and the small lots along the beachfront are zoned township.

Under the existing scheme the use is ‘undefined’ but in the MRPS the use would be defined as Air Services, as detailed below:

*Air Service means the use of premises for:*

- (a) the arrival or departure of aircraft; or*
  - (b) housing, servicing, refuelling, maintaining or repairing aircraft; or*
  - (c) the assembly and dispersal of passengers or goods on or from an aircraft;*  
*or*
  - (d) training and education facilities relating to aviation; or*
  - (e) aviation facilities; or*
  - (f) an activity that:*
    - (i) is ancillary to an activity or facility stated in paragraphs (a) to (e); and*
    - (ii) directly services the needs of aircraft passengers.*
- Examples of an air service: airport, air strip, helipad*

In the MRPS the Overall Outcomes of the Rural Zone includes the predominant form of development within the zone is rural activities, the zone can also accommodate intensive rural activities, extractive industry (and complementary activities) and other activities requiring a location outside urban areas due to the amount of land required. It is considered that Air Services fits into this described purpose of the Rural Zone. The intensive rural activities must maintain the amenity of surrounding sensitive land uses.

That is elaborated on in the Rural Zone Code Performance Outcome 12 – Amenity

*PO12*

*Development does not generate unreasonable levels of noise, odour, dust, air emission, light or vibration impacts that affect:*

- (a) adjoining and nearby sites within a residential zone; and*
- (b) adjoining or nearby site containing an existing sensitive land use.*

The significant references in this provision are *unreasonable* levels of noise. What would be considered a reasonable or realistic level of noise in the Rural Zone?

Noise restrictions are further detailed in the General Development Requirements Code Performance Outcome and Acceptable Outcome 18 – Amenity.

#### *AO18.1*

*Development is located, designed and operated to achieve the following noise levels when measured from:*

- *for proposed sensitive land uses: habitable rooms (assuming open windows) nearest the noise source; and*
- *for proposed noise generating development:*
  - *within the nearest habitable room (assuming open windows) of adjoining / nearby sensitive land uses; and*
  - *2 metres beyond the boundary of the site and 1.5 metres above ground level, where the adjoining site is undeveloped and in a residential zone or intended to accommodate a sensitive land use;*
    - a) *background (L90) + 5dB(A) for variable noise between the hours of 7:00 am to 10:00 pm; and*
    - b) *background (L90) + 3dB(A) for variable noise between the hours of 10:00 pm and 7:00 am; and*
    - c) *background (L90) for continuous noise sources (measured at the facade of the sensitive use between 7:00 am and 10:00 pm and within habitable rooms assuming open windows from 10:00 pm – 7:00 am); and*
    - d) *maximum limit L<sub>Amax</sub> 45dB(A); and*
    - e) *the acoustic quality objectives (internal noise criterion) for the particular use identified in the Environmental Protection (Noise) Policy 2008 or, if not listed, the internal sound level design criterion contained in Australian Standard AS/NZS2107 Acoustics – Recommended design sound levels and reverberation times for building interiors.*

It is considered that if the noise generation is limited to the above levels by conditions of approval, then the proposed use of Air Services would be consistent with all of the Overall Outcomes of the Rural Zone.

## **INFRASTRUCTURE CONSIDERATIONS**

### **Water & Sewer**

There are no water or sewer services proposed as part of the airstrip.

### **Stormwater**

It will be conditioned that the airstrip does not result in ponding or diversion of stormwater.

### **Roadworks**

No new roads are proposed as part of the airstrip.

## REFERRAL AGENCIES

None triggered.

## SUBMISSIONS

The application was publicly notified in accordance with the requirements of the *Sustainable Planning Act 2009*, and as a result of this process, 20 submissions were received.

The submissions received, expressed opposition to the proposal. The principle concerns raised from the submissions are summarised and discussed below.

<p><b>1. Previous Applications</b></p> <p><i>In summary, the submitters had the following concerns relating to Previous Applications:</i></p> <ul style="list-style-type: none"> <li>• <i>The applicant is not of a good character.</i></li> <li>• <i>Similar applications have previously been submitted and refused.</i></li> <li>• <i>There are no new circumstances making DA-2017-68 substantially different from the previously refused applications.</i></li> </ul> <p><u>Applicant's Response:</u> This application is properly made under the 2017 Planning Scheme and has been prepared with regard to the Planning Scheme assessment benchmarks, as detailed in the common material for the application. Compliance with reasonable and relevant conditions will be abided by.</p> <p><u>Officers Comments:</u> While the current application was lodged under the Mackay City Planning Scheme 2006 and the Sustainable Planning Act 2009 which were the same instruments as the previous two (2) applications, several days after the lodgement a new Planning Act 2016 commenced and several weeks after lodgement the Mackay Region Planning Scheme 2017 commenced. So it can be concluded that there are certainly changed circumstances since the previous applications were lodged and assessed by Council.</p> <p>A significant weight can be placed on the new Mackay Region Planning Scheme 2017 on account of the <i>Coty principle</i>. The principle comes out of the case of <i>Coty (England) Pty Ltd –v- Sydney City Council</i> (1957) 2 LGRA 117 which provides that weight may be given to a new planning document (which arises after the lodgement date), depending on how far it is along the legislative path to adoption. Generally, the cases indicate that if the new document is towards the end of the public exhibition period it should receive considerable weight.</p> <p>Refer to the assessment against the Mackay Region Planning Scheme above.</p>
<p><b>2. Public Notification</b></p>

*In summary, the submitters had the following concerns relating to Public Notification:*

- *The Public Notification sign was in the wrong location.*
- *Public Notification should have been undertaken for a longer period.*

Applicant's Response:

The sign on Ball Bay Road was positioned near to the property access to allow motorists to pull up at the access and read the sign. This position was preferred over a position at the end of the runway, which is not accessible from the road due to the table drain. Public notification has been undertaken in accordance with the requirements of the Sustainable Planning Act, as detailed in the Notice of Compliance.

Officers Comments:

Public Notification was undertaken in accordance with the requirements of the Sustainable Planning Act. Many enquiries from customers were responded to by Development Assessment during the notification period in how to ensure submissions were properly made and it is therefore considered that there was good awareness of the application and that the notification processes were complied with.

### **3. Commercial Use of the Airstrip**

*In summary, the submitters had the following concerns relating to Commercial Use of the Airstrip:*

- *The airstrip will or may be used for commercial activities / training / commuting / joy flights / sky diving etc.*
- *The applicant cannot control who lands at the airfield.*

Applicant's Response:

These activities are not proposed. Landing at the airstrip will be by the permission of the owner of the airstrip only. Unauthorised landings would therefore be unexpected, and only potentially occur for safety landing reasons.

Officers Comments:

It is recommended to condition that the airstrip cannot be utilised for commercial purposes or group fly ins. This includes flight training and club events.

### **4. Monitoring of Use**

*In summary, the submitters had the following concerns relating to the Use of the Airstrip:*

- *Monitoring is difficult to be enforced by Council.*
- *There is no limit on the number of aircraft which could land there.*
- *General aviation definition is very broad.*
- *Applicant has previously flouted the rules.*

Applicant's Response:

The proposal is not for intensive use of the airstrip, and it is considered there is no special requirement for compliance monitoring. Compliance with reasonable and relevant conditions will be abided by.

Officers Comments:

Council has a broad range of penalty options in the legislation if the applicant is not complying with the approval including fines. Monitoring is possible using cameras for observation or installing noise monitors.

**5. Noise and Amenity**

*In summary, the submitters had the following concerns relating to Noise and Amenity:*

- *The airstrip will impact on amenity, e.g. peace and quiet, noise, vibration.*
- *The noise report uses questionable methodology and is inappropriate to the coastal village / national park locality.*

Applicant's Response:

The noise report was prepared to accompany a previous application, and recommended an upper limit on the number of aircraft take-offs per day (27) based upon the cumulative period of noise generation. As the landing / take-off flight path does not go over any housing, minimal vibration is expected to be generated.

Officers Comments:

While the recommendations of the previous noise report are no longer relevant because of the change in Environmental Protection Noise Policy, Council has previous advice from a noise expert which will be used to guide conditions of this approval. Further discussion on noise is in the discussion above.

**6. Safety**

*In summary, the submitters had the following concerns relating to Safety:*

- *The airstrip is a safety risk to residents and motorists.*
- *There is inadequate safety clearance between the plane and the road.*

Applicant's Response:

Clearance heights are addressed in the Flight Path figure forming part of the common material to the application. The take-off and landing flight path does not cross over any houses. The airstrip includes a 300m safety area for landing and take-off movements, which adequately addresses potential public risk.

Officers Comments:

Safety of the airstrip is ultimately the responsibility of CASA and the pilot but both the submitters concerns and applicant's responses are acknowledged.

**7. Road Closure**

*In summary, the submitters had the following concerns relating to Road Closure:*

- *The road closure is not in the public interest.*

- *The road is required for public access.*
- *Road closure will allow bigger aircraft to land.*
- *The road licence allows for agricultural use only.*

Applicant's Response:

The applicant has been through the road closure process and has accepted an offer to purchase the section of road. The Department of Natural Resources and Mines has given owner's consent to the application upon this basis. Upon purchase, the section of road will become part of the applicant's freehold title. The road closure will not lead to larger aircraft using the airstrip, but ensures the safety area is wholly contained within the subject land.

Officers Comments:

The road closure is a matter for DNRM and not within Council's jurisdiction.

## **RESOURCES IMPLICATIONS**

There are no resource implications for Council as a result of this recommendation.

## **RISK MANAGEMENT IMPLICATIONS**

Nil, with the exception of potential costs involved if an appeal is lodged.

## **CONSULTATION**

External

The development application was publicly notified in accordance with the Sustainable Planning Act 2009. The Development Assessment program has had several discussions with submitters and with the applicant.

## **CONCLUSION**

The proposed development is in the Rural Zone and as detailed above is considered to be a Rural Activity. It is an activity which is only suitable in the Rural Zone because of the size of the land needed to undertake the use. The use does not impact on water, sewer or other infrastructure. It does not generate carparking or light or additional buildings. The impacts of the development are narrowed down to noise. If it can be considered that the noise generated by the airstrip is reasonable then the development should be approved. The question of what is reasonable noise is detailed in the Environmental Protection (Noise) Policy 2008. If the development can be conditioned to comply with the policy and those conditions can be enforced, it is found that the Material Change of Use should be approved.

It was considered to condition the type of plane proposed to land but this did not seem reasonable because if the applicant wanted to buy a new plane or land a different plane at the strip they would have to change a condition of approval. Also, it would be inappropriate to condition what type of plane can land when we are simply trying

to control noise which can be done more directly by conditioning noise levels. It was also considered to condition who can land on the airstrip, but it was determined that who the pilot may be doesn't impact residents, it is how often the strip is used which is the major concern. Therefore, it was determined instead to condition the amount of takes offs and landings.

It has been raised that compliance will be difficult, but it is not appropriate to refuse an application simply on the expectation that the applicant will not comply with the conditions of approval. The application should be assessed and decided on the assumption that all conditions will be complied with. It is considered that the conditions proposed are suitable to ensure monitoring of the use and are enforceable by Council's Development Compliance team.

On that basis, there are not found to be any major conflicts with the Mackay City Planning Scheme or Mackay Region Planning Scheme and therefore the development application should be approved subject to reasonable and relevant conditions.

### Officer's Recommendation

- A. THAT Council approve the application for a *Material Change of Use for an Undefined Use - Airstrip* located at Lot 10 Ball Bay Road, 175 Kippen Drive and Lot A Gela Road, BALL BAY QLD 4741, subject to the following conditions:

1. Plan of Development

The approved Undefined Use – Private Airstrip development must be completed and maintained generally in accordance with the Plan of Development (identified in the Table below) and supporting documentation which forms part of this application, except as otherwise specified by any condition of this approval.

Drawing Title	Job Number	Rev.	Prepared by	Date
Plan of Development Private Airstrip	HRP16272	2.2	Cardno	28 June 2017
Private Airstrip Flight Path and Elevations	HRP16272	1	Cardno	25 September 2017

2. Private Airstrip Definition

The approved development is to operate generally in accordance with the following definition of a Private Airstrip:

*Premises for take-off, landing, and ancillary housing of light aircraft associated with Kalcool Pty Ltd or their successors, with:*

- a) *housing of aircraft limited to the personal aircraft of the applicant,*
- b) *flight movements limited to 1,250 per year (average 4 per day) with a maximum of 14 flight movements on any one day;*

- c) *operating hours limited to daylight hours Monday to Sunday with no nighttime flight movements;*
- d) *helicopters are not permitted to use the premises.*
- e) *aircraft flight paths generally in accordance with approved plan Private Airstrip Flight Path and Elevations, Revision 1 dated 25.09.2017;*
- f) *onsite fuel storage limited to a 1,000L tank within a bunded area.*
- g) *the use of two hangers including the storage of 4 planes only*

### 3. Compliance with Conditions

All conditions must be complied with prior to the commencement of the use on the subject site, unless specified in an individual condition.

### 4. Maintenance of Development

The approved development (including landscaping, car parking, driveways and other external spaces) must be maintained in accordance with the approved drawing(s) and/or documents, and any relevant Council engineering or other approval required by the conditions.

### 5. Conflict between plans and written conditions

Where a discrepancy or conflict exists between the written condition(s) of the approval and the approved plans, the requirements of the written condition(s) will prevail.

### 6. Notice of Intention to Commence the Use

Prior to the commencement of the use on the site, written notice must be given to Council that the use (development) fully complies with the decision notice issued in respect of the use (please see attached notice for your completion and return to [development.services@mackay.qld.gov.au](mailto:development.services@mackay.qld.gov.au)).

### 7. General Amenity Provision

The use and or development must be managed so that the amenity of the area is not detrimentally affected, through the:

- a) Transport of materials, goods or commodities to or from the subject site.
- b) Appearance of any building, works or materials
- c) Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil
- d) Presence of vermin

8. Amalgamation of Allotments

Lot 10 on SP225930, Lot 143 on CP865662 and Lot A on AP20327 must be amalgamated into one allotment prior to commencement of the use.

9. Dust Suppression

Dust suppression measures must be undertaken to ensure that dust does not cause a nuisance to surrounding areas and residents.

10. Requirement for Noise Audit

A report prepared by a qualified Acoustical Consultant must be submitted to Council for written approval, at the time of commencement of the use which confirms that the airstrip can operate within the restrictions of Condition 12.

11. Ponding and Diversion of Stormwater

Ponding of stormwater resulting from the development must not occur on adjacent sites and stormwater formerly flowing onto the site must not be diverted onto other sites. The site shall be graded so that it is free draining.

12. Aircraft Noise and Monitoring

Noise from aircraft operations on the site and overflights associated with the use of the site shall not exceed the acceptable noise levels of Appendix E, Table E1, Australian Standard AS2021:2015 relevant to the use of an aerodrome with 15 or less movements per day at any dwelling on the following lots:

- a) Lot 19 on RP738041
- b) Lot 417 on CP865662
- c) Lot 20 on RP738041
- d) Lot 52 on RP718993

If requested by an authorised person, Aircraft noise monitoring at the above sensitive receptors must be undertaken and the results provided to Council within 14 business days following completion of monitoring. Monitoring must include:

- a) LA,max (noise measured external a dwelling)
- b) atmospheric conditions including wind speed and direction
- c) effects due to extraneous factors
- d) location, date, and time of recording, and
- e) background noise levels as a comparison.
- f) Measurements from a twin engine fixed wing aircraft on the basis of at least 2 overflights on the approved flightpath.

Measurements are to be undertaken with regard to AS2021:2015 in dB(A), slow response.

### 13. Water Supply

The Developer must provide a 25,000 litre storage tank with camlock outlet for fire fighting purposes.

## ASSESSMENT MANAGER'S ADVICE

### 1. Local Laws

The approved development must also comply with Council's current Local Laws under the *Local Government Act 2009*.

### 2. Hours of Work

It is the applicant/owner's responsibility to ensure compliance with Section 440R of the *Environmental Protection Act 1994*, which prohibits any construction, building and earthworks activities likely to cause audible noise (including the entry and departure of heavy vehicles) between the hours of 6:30pm and 6:30am from Monday to Saturday and at all times on Sundays or Public Holidays.

### 3. Dust Control

It is the applicant/owner's responsibility to ensure compliance with Section 319 General Environmental Duty of the *Environmental Protection Act 1994*, which prohibits unlawful environmental nuisance caused by dust, ash, fumes, light, odour or smoke beyond the boundaries of the property during all stages of the development including earthworks and construction.

## PUBLIC PARTICIPATION

The Mayor welcomed the members of the public in the Public Gallery who had registered to speak to this item on the agenda today and provided an explanation on the procedure of public participation.

### Bob Smith

Mr Smith is the owner of the airstrip and the Applicant. Encouraged residents to speak with him on any of their issues. Feels that the planning report covers all of the issues as per the submissions. Spoke about his family's history within the area. Conscience of the concerns of the community and feels that this report and conditions that are sensible and practical and that they can abide by them.

### Gary Couch

Mr Couch is a resident of Halliday Bay, 1<sup>st</sup> Officer of the Rural Fire Brigade and community Emergency Liaison Officer. Mr Couch spoke for the application on the grounds of emergency landings of the CQ Rescue helicopter, and fire water bombing

plane landings. Cyclone Management Plan has been completed for Halliday Bay and Ball Bay, if development is approved, it is planned to use the airstrip for emergency evacuations, medical supplies and emergency food drops. Noted that the landing strip is very well maintained.

#### April Kerr

Resident of Ball Bay and also speaking on behalf of Mrs Eastoe. Ms Kerr raised concerns of noise, vibration, public safety, tourism at Cape Hillsborough, odour from planes and refuelling, possibility of plane crash into backyards of residents backing onto air strip. Noted the short time frame of public notification of Council agenda report and decision pending and accessing the Planning Report. Noted previously that the air strip had been used for commercial use purposes. Noted that the air strip had no Development Approvals to be constructed.

#### Helen Austin

Resident of Halliday Bay. Her house is under the flight path of the air strip. Noted the short time frame of public notification of Council agenda report and decision pending and accessing the Planning Report. No respect or consideration of the traditional owners of the land under the Aboriginal Cultural Act 2003 and Torres Strait Island Act 2003. Stated that after speaking with an Elder, that no consultation has been had with the traditional owners of the land. Raised safety concerns of the flyovers and pilots will deviate from the proposed flight paths.

#### Mick Dilger

Resident of Ball Bay. Noted that this is the 3<sup>rd</sup> application for this airstrip and it has been refused twice by previous Councils. Noted that the Council may have changed, but the environment hasn't, so was confident that it would be defeated again on environmental grounds.

#### Glenn Mulligan

Resident of Ball Bay. Noted the short time frame of public notification of Council agenda report and decision pending and accessing the Planning Report. Raised concerns of the permanent road closure, smell, deviation from flight paths, number of aircraft being used and number of landings/take offs, no regulation of time of landing/take offs. He also queried whether an application is required to extend the airstrip.

#### Lyn Dunabin

Resident of Ball Bay. Raised concerns for the road closure, and that it could be used to reduce time to access the area during an emergency. In a time of emergency, every minute is precious. Also, that the roads in the area were confusing during times of emergencies, with examples of emergency vehicles following closed road areas on GPS etc causing delays.

#### Max Worger

Resident of Ball Bay adjacent to the air strip. Noted that he grew up near country airports, and that as long as it remains a private airstrip, the noise from a small amount of aircraft is minimal. Noted that the maximum number of flights per day will most likely not be met. Noted that the emergency access in time of fires and cyclones, it could be a lifesaver. Requested that more signage be included in the area to assist with issues around road access for emergency vehicles. In favour of the airstrip as long as it remains private.

Cr Camm questioned if the amalgamation of lots as a condition of the approval was a request of the applicant or a condition of Council?

Director Development Services (DDS) stated that it was Council that requested the amalgamation of lots, so that the all of the airstrip and associated land were held within one (1) title to ensure that in the future a lot could not be sold off and a house built closer to the air strip.

Cr Camm further queried if within the amalgamation of lots, is that where the road closure is required, seeing that the gazetted road goes through the lots. For clarity, is that at the request of the applicant or a condition of Council.

DDS clarified that amalgamating of lots can be tied across road, Council doesn't regulate road closures. The State Government owns the road and they make the determination upon application to sell the road or not. Although providing comment, Council does not have any role in the sale of the road reserve.

Cr May sought clarity on the application process, noting the Development Application was Impact Assessable, and it was Publicly Notified. Seems to be confusion with the community, whether this has been done correctly and whether the submitters have had ample time to respond.

DDS noted the fact that there are many residents in attendance today and 20 submissions were received, which demonstrates that the legislative process for notification had worked well. Given that the application is Impact Assessable, it is public notified, as many people made submissions this highlights that they had knowledge of the application and took the opportunity to make a submission. Once the notification period is over, the applicant is given an opportunity to respond to the submissions. Council reviews all of the material provided by the submitters and the applicant. Council then assesses the application against the Planning Scheme. This is a standard process of assessing a Development Application. in terms of the residents viewing the final report, comments have already been taken from the submitters present today, and Council has followed standard process that all Council's follow. Submitters were notified the Friday prior to the meeting that the matter was to be discussed, at the same time as the Councillors, and provided with the opportunity to attend and participate during public participation.

Cr May followed on with an additional question relating to the advice to the submitters during the Development Assessment process. Are the comments of the Applicant and the comments from our Officers relayed back to the Submitters during this process or do they not get the comments until the final report is constructed.

DDS stated that very rarely will they get the comments before the final report is constructed, largely due to legislative timeframes that Officers work to. Often the comments are not available prior to this and especially if there are a large number of Submitters who have raised a range of different concerns, compiling and investigating these concerns for the report. Standard process is to make the Submitters aware that the report is being presented at a Council meeting and that they have a secondary opportunity to come to Council and speak.

Cr Walker questioned if when the airstrip was originally built, was it legally built.

DDS stated that it depended on what it was originally used for. Under the Superseded Planning Scheme 2003, it could have been a legal use if used for farming purposes. There is also the Overlay from the previous application, which was circulated to Councillors. Could the applicant have built it legally in 2003, yes, and it could have been legally used at that time. Whether it was used legally at that time is another question.

Cr Walker requested clarification on the Private Use of the owner. Section states "*that the applicant is not seeking approval of the airstrip by parties not associated with owners.*" What does the private use mean - does that mean only Mr Smith or his family?

DDS stated that there are a range of items in this report and in the conditioning. Officers noted that the amenity and noise is the key item. There has been strong conditioning included around the number of flight movements and ownership of the planes. We have not conditioned who can fly the planes, because you can only have a number of movements and the planes have to be owned by the applicant, and there cannot be any commercial activities. We are not saying that he couldn't have a family member or someone else fly the planes. The applicant must own the plane, they must stay within the strict limits of take-off and landings, and plane movements, to be able to meet the Australian Standards of noise.

Cr Walker requested for clarification that the planes must be owned by the Applicant or can the planes be owned by the Applicant's family?

Cr Camm noted Development Assessment Condition No. 2. a).

Cr Walker questioned further clarity on whether Directors of the company are the only ones who can fly in and out? Or is it restricted to just the applicant? Just trying to understand the number of people who would be able to fly in and out.

DDS stated that the intention of that condition, even though it may not be entirely clear, is that they are the applicants planes. The intention is that they are private planes, for private use of the applicant, but could potentially also be used by other people and they could stay within all the other conditions.

Cr Walker also queried if there was to be an extension to the airstrip, what the process for approval would be involved.

DDS responded that any future application would have to be accepted, as per State Government Legislation. Extension of the airstrip in terms of further uses or commercial uses, would need to be a new application and would go through the entire planning process and be determined on its merits. If works on the airstrip, dependant on what works is being done, there may be an application requirement, but if it is minor or maintenance work that could likely probably be done without application. Given it is in a rural area, and depending on works to be carried out, then it may trigger an Operational Works application for earthworks. Likely to be requirements that are needed to be met and could be Self-Assessible ones, in terms of how works are to be done, or alternatively further Council approvals will be required if it meets certain thresholds.

The Mayor queried if the only possible expansion of the airstrip would be onto Lot 143, and Council conditioned that.

DDS confirmed that was correct.

The Mayor further commented that it was Council that put that condition onto the applicant to merge Lot 143.

DDS stated that any amendment that substantially changed how this area is to be operated will trigger Council looking at other conditions particularly around noise, which is the main concern. This is the reason why there is a Condition that a noise report can be requested at any time. Council will be observing and investigate any complaints received, and due to the high level of interest and the number of submitters in this area, he suspects if it operates outside of the conditions, then Council will receive a number of complaints.

Cr Walker put his previous question a different way, being that with approval today would this allow the runway to be extended for 400m and would it require separate approval from Council or not?

DDS stated that he would have to review the assessment thresholds, due to not considering this request as part of the current application it was not assessed. Council is only considering a request for a private airstrip, and quite a limited use, and we have conditioned that request.

Cr Bonaventura referred to Cr Camm's version of condition 2 (a), where housing of the air craft is limited to the personal air craft, agreeing with that condition.

Cr Camm called a Point of Order, for clarity, citing that it's not her version, it's the recommended condition of the Officer.

Cr Bonaventura continued that it does not say they are the only aircraft to fly or land on that strip, and he thinks that Cr Walkers question whether they are the only aircraft allowed to land on there. Cr Bonaventura's assumption is that other aircraft could land and take off on there, provided it is within the number of flight movements and not just defined to the owner's air craft.

DDS commented that the intention of the condition was that the operator, the applicant, would have their aircraft there and they can take-off and landing within the average of 4 movements, maximum of 14 movements per day and that it is generally only their aircraft that is doing that. Council hasn't conditioned who can fly the aircraft and we are not looking to stop for instance use for emergency purposes as has been raised today. We have specifically said no helicopters unless there was a further application, and this would include meeting the noise requirements and demonstrating compliance.

The Mayor agreed that Condition 2a) was reasonable, but may have needed a little more articulation, but is fairly easy to see that it was limited to company aircraft.

Cr Camm furthered that the DDS stated that helicopters are not to use the premises, but given the opportunity lost to a helicopter such as CQ Rescue, which has significant community benefit, does this condition prohibit CQ Rescue helicopter from landing on that airstrip under these conditions.

DDS commented that technically yes, bearing in mind that this is an application for a private airstrip. With that said, Council's Compliance activities are always balanced, if CQ Rescue or a Rural Fire plane is required to land for emergency activities, Council would not take any compliance action on that. In the scenario that we get a compliant that a helicopter has landed there, Council would contact the applicant and investigate the circumstances and if there was an emergency activity, then no further action would be taken.

Cr Bella queried if there is a reported breach of Compliance, what is the process and the likelihood of action to be taken, and what is the realistic process and ramifications.

DDS commented that the process is not difficult in the sense of modern technology. He cited that the main issue and complaints received will be around noise. Council can do electronic noise monitoring, which has been done previously with other sensitive land uses. We need baselining, the conditioning we have used has largely come from a previous applicants noise expert and Council consulted our own noise expert, and this assisted Council in producing the proposed condition. Council is quite comfortable from the advice we have received, that if the operation is within these flight movements then the applicant will meet the noise conditioning. If complaints from residents are received, then Council will investigate and conduct on-site measurements, to assess if conditions have been breached or not. If we find that if they have breached, then we have a range of powers via directives, or fines, to enforce conditions. In a worst-case scenario, we could shut down an operation of any sort if they are operating illegally. Council is confident that this can be managed and have had strong advice on how to operate these types of facilities in the appropriate way.

Cr Bella further stated that on the aerial photo, that if they did extend the airstrip, there appears to be a natural water course prohibiting much extension. That would be problematic for the applicant with regard to the Department of Natural Environment and Heritage. Wondering if that would alleviate some of the concerns of the residents regarding possible runway extension, being that a water course would constrain this.

DDS responded that it appears that way, but wasn't sure as the runway extension option was not assessed.

Cr Bonaventura requested clarification on the maximum 14 flight movements in one day. The Director spoke about the noise monitoring and testing and reiterated that the 14 movements was a maximum.

The Mayor queried DDS if there was an overall movements for the year, which is not 14 per day.

DDS stated that Council sought expert advice, and used examples of a previous airstrip application on Tedfords Road along with the noise expert. The expert's view on the Australian Standard on the allowable noise level was worked out to be an average of 4 per day with a maximum of 14 per day, totalling 1,250 per year. Through the Development Application process the applicant is entitled to disagree with Council's decision and engage their own noise expert. As heard from the applicant today, he does not wish to challenge this condition and stated that they won't meet those total movements in one day, which would meet the standards. Council is conditioning, should the recommendation be passed, that a further noise report be prepared and provided prior to use commencing on the site.

Cr Englert requested procedural guidance, should Councillors be considering what the applicant may or may not be doing in the future for possible other uses for the airstrip?

The Mayor agreed that Councillors can only consider what is applied for under the current application.

Cr Englert questioned if the block of land, zoned Rural, was to be used for farming, would there be any restrictions or limitation on the use of any equipment whatsoever in support of that farming operation.

DDS stated that there are rules that we all have to abide by, and that farming activities have a range of rights in how land is used. Particularly in Rural areas, farming is the highest priority. The priority is on people not to interrupt farming, rather than farming interrupting other people. It would be normal on a farm to have lots of noise from machinery and would be difficult to sustain a noise complaint, due to operation of machinery at all hours of the day e.g. for spraying, crushing. It's not that farming has no rules, farming is regulated by land clearing, waterways, but in terms of their farming operations, they have a wide range of accepted rights that they can operate their farm under.

Cr Englert further questioned if the applicant had a further interest in Motor Cross or something similar, would there be some sort of requirement to manage the use of personal vehicles on that site, frequency of use etc.

DDS answered that not specifically. People could lodge complaints and call the Police for general issues relating to properties, but this would-be noise based not a planning issue. There are a lot of people that purchase properties in rural areas to be able to conduct such activities. Activities that you see in Rural areas are quite

different from activities in a Residential area and do sometimes have a level of noise. Most complaints come from Urban encroachment on Rural areas, and that's where someone moves into the area for the first time, farmers start machinery up at 6am, etc. Council's response to a complaint received under this situation would be that such activities in a rural area are supported.

Cr Englert followed on that if there wasn't currently an airstrip on the rural property and the owner of the land decided to plant a crop that would require aerial spraying, what would the process be for the owner to create an air strip on the property to spray their own crops and would the limitations also apply to the operations for farming.

DDS stated that there would be much less limitations than what is conditioned for this application. There are a number of rural farm airstrips existing in the region, and close to residential areas, and they would have to be very careful of overspray and how they are operating within that type of activity. However, there would not be a detailed application and conditioning process like we are going through here.

Cr May raised a question on Condition 12 Aircraft Noise and Monitoring, clarifying that the condition is about providing a report if requested, or whether the condition is about how we monitor and treat compliance? Cr May asked for clarification of what the condition is actually stating, and does the applicant need to provide a report if our Authorised Person requests a report, and is that to do with the application or is that to do with compliance if the application is approved.

DDS stated that there is two (2) parts of the noise condition. Condition 10 Council is requiring a noise audit prior to the use commencing, and Condition 12 is as said, should an Authorised Person deem necessary, from a compliance action, Council can request a noise assessment at that time. Council is essentially reserving the right to request that additional report at any time.

Cr May queried Condition 12, "*if requested by the Authorised Person*", we are referring to Council Officers, or are there other authorised people?

DDS commented that the CEO can deem certain Council Officers as Authorised Officers, which are generally Local Laws staff, Planning staff are Authorised Persons as well. It is someone that the CEO has authorised to investigate and take compliance actions.

Cr Mann queried the noise monitoring, does it take into account the aircraft that may be in the flight path or vicinity while taking off.

DDS stated it would be taken near the houses whilst a take-off and landing is occurring.

### **Council Resolution**

THAT the Officer's Recommendation be adopted.

**Moved Cr Englert****Seconded Cr Gee.**

Cr Englert spoke to the recommendation. The activity is considered to be a suitable in a Rural area with no impacts apart from noise in the report, and that even this is heavily conditioned. It is not appropriate for Council to refuse the application on the expectation that the applicant will not comply with the conditions of the approval.

Cr Bonaventura moved an amended Motion, particularly linked to Condition 2 (b), seeking to reduce the number of movements from a maximum of 14 to 10 movements per day.

**Amended Motion**

## 2. (b) Private Airstrip Definition

The approved development is to operate generally in accordance with the following definition of a Private Airstrip:

*Premises for take-off, landing, and ancillary housing of light aircraft associated with Kalcool Pty Ltd or their successors, with:*

- a) *housing of aircraft limited to the personal aircraft of the applicant,*
- b) *flight movements limited to 1,250 per year (average 4 per day) with a maximum of 10 flight movements on any one day;*
- c) *operating hours limited to daylight hours Monday to Sunday with no nighttime flight movements;*
- d) *helicopters are not permitted to use the premises.*
- e) *aircraft flight paths generally in accordance with approved plan Private Airstrip Flight Path and Elevations, Revision 1 dated 25.09.2017;*
- f) *onsite fuel storage limited to a 1,000L tank within a bunded area.*
- g) *the use of two hangers including the storage of 4 planes only*

**Moved Cr Bonaventura****Seconded Cr Bella.**

Cr Bonaventura stated that the report is well written and he would like to support this private airstrip, but also recognising a need to represent local residents and bear in mind their amenity. The DDS had stated that the number of 14 movements was the maximum number after testing, to keep within the guidelines. CR Bonaventura would like to see a buffer for the residents with this number, and this amendment is only minor and will go a long way to balance the need for the airstrip by the owner for private use, and the amenity for the residents. This amendment would not reduce the yearly total which will remain at 1,250. He believes that the officers report covers the residents concerns very well, and happy that the remaining conditions offer both the residents and the applicant a good result. Simply looking to reduce the number of movements allows the residents a little buffer, especially on weekends, that there is a maximum number of movements of 10 not 14.

Cr Englert spoke against the amended motion. 14 movements is a conclusion based on a very significant investigation of Council officers, and he would be happy to hear from Cr Bonaventura regarding the proposed 10 movements and whether this is just an arbitrary number that he has personally come up with or is from an investigation.

Cr Bella is speaking for the amended motion. It is a difficult decision and he understands the pinnacle of limitation on the applicant may place a great deal of difficulty on him, however, cited trying to find a solution that is at least partially acceptable to both parties.

Cr Paton stated that he feels that Council should stand by what the experts have recommended with the noise report.

Cr Walker believes the 14 movements are not specific to this airstrip and could be applied to any airstrip, and moving back to the 10 movements a day would help address some of the concerns. Also, that for a private airstrip 10 movements a day is a lot, and he is happy to support the 10 movements.

Cr May draws Councils attention to Condition 12, and the recent questioning around the airstrips noise and monitoring and in that Condition it states less than 15 movements and is based upon the Australian Standards and she finds it very difficult to support an amendment that lessens that number with no grounds to do so.

Cr Bonaventura exercised his Right of Reply. It has been clarified that it is a private airstrip and he believes he was wrong and that the applicant could use his planes and also have someone new fly in, land, stay for some time and then take off. It appears that he was incorrect and it is a private airstrip for only his four (4) planes. Item 2 g) it states 4 air craft.

Cr May called for a Point of Order, stating that the discussion and the right of reply is around the amendment, not the total application.

The Mayor confirmed that in a Right of Reply, no new items of discussion can be brought up. He questioned whether Cr Bonaventura was replying to Cr Englert or what's been discussed so far in the amendment.

Cr Bonaventura stated that he believed he was replying to Cr Englert about how he came up with the 10 movements suggestion, and that was simply that it's a private airstrip, the owner has four (4) air craft and he believes that 10 movements per day would be more than ample for those four (4) air craft and also bear in mind community expectations.

**LOST**

**Crs Williamson, Camm, Mann, Casey, Gee, Englert, Paton and May voted against the Motion.**

### **Council Resolution**

THAT the Officer's Recommendation be adopted.

Cr Gee spoke in favour of the application. He noted that he represents the Northern Beaches and that when he heard that an airstrip was coming to the Hibiscus Coast, he got excited as he had done a lot of work with the Fishing Strategy, Net Free Zone and kangaroos on the beach at the caravan park and the tourism aspect. After reading the submissions and that a commercial airstrip would not be accepted, he supported the application. He reviewed the private airstrip application closer and after listening to the speakers today, and especially the emergency services aspects, supports the application.

Cr Camm spoke for the application, and wanted it noted on public record that any concerns that the public have raised here today and through any submissions about the expansion of the airstrip, really should be alleviated by Council's support of this as a purely private airstrip. However, she can understand why some residents may be concerned given Council is actually conditioning the amalgamation of these two (2) blocks, it was not actually as part of the application from the applicant but rather a Council condition. Council have done a lot of work looking at land uses and working with those general aviators across the region looking for solutions. Taking into account what Cr Gee has outlined, Council have to also be thoughtful of the residents that live close by and what they are prepared to work with and what they are not. Hence this airstrip was one that was identified by Council some time ago as potentially not being on the list of general aviation hub into the future supported by Council. However, based upon the application and the planning details, and also the onerous work undertaken by Council staff in relation to general aviation and conditioning based on Australia Standards, there has been thorough assessment supporting the application and she is happy to support the application.

Cr Bonaventura stated that it pains him to vote against this recommendation, because he believes it could have a lot of benefits, but Council has lost an opportunity by not restricting the number of movements of the air craft, and for this reason alone will be voting against this application.

Cr Bella is voting against the motion and feels very uncomfortable voting against this because he does think that it is a good motion, and that the staff have done a tremendous job in providing the reports. Noted that in some past instances Council has gone against the reports, however in this case feels it is a pity that we didn't provide a small concession to the residents on flight numbers. Cr Bella stated that he is not against the application holistically, it is just around trying to find that middle ground.

Cr Casey stated that this is the third time he has seen an application for this air strip be presented to Council, and noted that these conditions appear to be the tightest conditions to be placed on this matter to date. He is happy to support this application and as a Council, need to follow the Planning Scheme, it is there for a reason and Officers have advised that it does meet the Planning Scheme.

Cr Walker commented that the officers have put up a good report and he doesn't want to see the application be voted down, because the case is strong, all planning grounds say that this can go ahead. Cr Walker would have liked the amendment to go ahead to bring the number of movements down, but it wasn't a game changer in his view, and feels that overall the officer's recommendations are sound, approval should be supported.

The Mayor noted that there was a small typo in Condition 10, that should the wording should refer to Condition 12, not 14, and requested the minute taker to make the amendment prior to the vote.

**Moved Cr Englert**

**Seconded Cr Gee.**

**CARRIED**

**Crs Williamson, Camm, Mann, Casey, Gee, Englert, Paton, Walker and May voted for the Motion**

**Crs Bonaventura and Bella voted against the Motion**

**12.5 DECEMBER 2017 BUDGET REVIEW**

**Author Director Organisational Services**

**Purpose**

To present the December 2017 second quarter budget review.

**Background/Discussion**

In accordance with section 170(3) of the *Local Government Regulation 2012*, council may by resolution, amend the budget for a financial year at any time before the end of the financial year.

As half of the financial year is now complete, it is timely to review the budget, for any known variations at this time, to better reflect the predicted closing position for the 2017/18 financial year.

The revised budget proposed for adoption with this report is summarised as follows:

**Operational****Revenue**

<b>Category</b>	<b>Description</b>	<b>Amount</b>	<b>Comments</b>
Grants & subsidies	NDRRA	(\$7,041,276)	Grant funding received plus funds anticipated to be received for the event in March 2017. Some expenditure associated with this revenue was incurred last financial year.
Grants & subsidies	Showgrounds grant	(\$1,384,467)	Funds received for showgrounds grant which is being auspiced by council. Corresponding expenditure required.
Grants &	ATO fuel tax	(\$156,000)	Additional subsidies received for

subsidies	credits		fuel tax credits.
Grants & subsidies	Trainee grants	(\$149,000)	Additional grants being received in relation to trainees.
Grants & subsidies	Various	(\$142,435)	Various grants received including sport & rec master plan (\$50K), Game on Qld (\$40K), youth mental health grant (\$18K) and Queens baton relay grant (\$6K)
Grants & subsidies	Festival of Arts donations & sponsorship	\$54,000	Donations and sponsorship for Festival of Arts and Wine & Food day moved to 18/19 due to timing of event.
Grants & subsidies	Transfer from operational to capital	\$254,521	Transfer of some previously recognised grants funds from operational to capital. Works for Queensland \$142K, Glenella Rd \$112K
Fees and charges	MECC	\$165,000	Reduction in MECC revenue due to actual revenue earned being lower than originally anticipated.
Fees and charges	Various	(\$83,117)	Additional revenue recognised for various fees including development application fees (\$40K), change of ownership fees (\$40K)
Sales & recoverable works	Parks	(\$215,000)	Additional recoverable works being performed for TMR. Offset by a corresponding increase in expenditure.
Interest	Rates	\$30,000	Reduction in amount anticipated for interest on rates due to reduction in overdue balance.
Other revenue	Various	\$112,234	Reduction in anticipated rent from the Dome tenancies due to periods of vacancies \$129K, Festival of Arts revenue moved to 18/19 due to the timing of the event \$14K, insurance proceeds received (\$31K)
<b>TOTAL REVENUE ADJUSTMENTS</b>		<b>(\$8,555,540)</b>	

Due mainly to the receipt or anticipated receipt of grant income associated with TC Debbie, revenue for the financial year will be higher than previously predicted, accounting for over \$7M of the predicted increase. Further adjustments to grant revenue due to the receipt of grants from various grant programs overall amount to \$1.5M. Various other changes are noted to better reflect anticipated revenue including fees and charges revenue. It should be noted that increases in grant revenue and recoverable works revenue generally have a corresponding increase in expenditure associated with this revenue. Overall total revenue is predicted to increase by \$8.6M to \$265.0M. Water consumption revenue continues to be monitored.

Expenses

<b>Category</b>	<b>Description</b>	<b>Amount</b>	<b>Comments</b>
Wages	Various	(\$416,486)	Mainly due to savings in Shared Services Centre wages, which is offset by reduction in resource fee recoveries under the NAS arrangement. Some minor increases in wages are also noted.
Materials & services	Associated with grant funding adjustments	\$7,980,451	Expenditure association with various grant funds received (offset of revenue) in particular NDRRA \$6.6M and Showgrounds \$1.3M
Materials & services	Operational expenses to capital	\$203,959	Review of capital projects expenditure resulting in corrections between capital and operational
Materials & services	Resource fee	\$443,381	Resource fee recoveries decreased as a result of savings in wages in the Shared Services Centre
Materials & services	Insurance proceeds/recoverable works expenditure	\$246,000	Expenditure associated with insurance proceeds and recoverable works revenue
Materials & services	Various	\$89,638	Various adjustments across numerous areas including CCTV \$92K, MECC 30 year celebration \$53K, offset by savings in workers compensation premiums (\$72K)
<b>TOTAL EXPENDITURE ADJUSTMENTS</b>		<b>\$8,546,943</b>	

Operating expenditure is predicted to increase overall by \$8.5M to \$265.0M. Expenditure associated with the increase in revenue, particularly NDRRA, is the major contributing factor to this increase.

	<b>Original Budget</b>	<b>Current Amended Budget</b>	<b>December Budget Review adjustment</b>	<b>Amended Budget</b>
Operating Revenue	\$255,148,503	\$256,469,585	\$8,555,540	\$265,190,125
Operating Expenses	\$256,284,010	\$256,451,527	\$8,546,943	\$265,015,232
<b>Operating</b>				

<b>Surplus/(Deficit)</b>	<b>(\$1,135,507)</b>	<b>\$18,058</b>	<b>\$8,597</b>	<b>\$26,655</b>
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As a result of the above movements in revenue and expenses, council's originally predicted operating deficit of (\$1.1M) is now forecast to be a small surplus of \$27K. This will now be the target for the full financial year or until further changes to the forecast are approved by Council.

#### Capital Expenditure

<b>Project</b>	<b>Department</b>	<b>Amount</b>	<b>Comments</b>
<b><u>New Projects</u></b>			
Hogan's Pocket Cell 1	ECI	\$257,000	Remediation works as a result of TC Debbie required at Hogan's Pocket. Some works are covered by insurance
Hogan's Pocket future landfill cell construction	ECI	\$40,500	Planning for construction of Cell 3A
Hogan's Pocket – Cell 1 landfill gas	ECI	\$25,000	Pump solution and flow meter to mitigate risk associated with the landfill gas flare condensate tank
Nebo Rd Clarifiers	ECI	\$116,000	Project preliminary work pushed forward. 18/19 project
Sarina Town Centre WiFi	DS	\$45,000	To install WiFi infrastructure at Sarina Field of Dreams and CBD
Pinnacle Anzac Memorial	DS	\$18,000	Expected capital costs to complete Pinnacle Anzac Memorial
Annie Wood Park Pedestrian bridge	DS	\$40,000	Significant structural issue, budget includes demolition of the old structure and replacing with a new composite fibre system
<b><u>New funded projects</u></b>			
NDRRA	ECI	\$1,076,983	Identified NDRRA remediation projects
Parks insurance	DS	\$88,391	Replacement of Parks assets covered by insurance
SES vehicle	OS	\$21,545	SES vehicle replacement covered by insurance and grant
SPS Pump Station Resilience upgrade	ECI	\$7,444	Final claim for this project covered by grant funding
<b><u>Rebudget in 18/19 – due to timing issues</u></b>			
Cod Hole	ECI	(\$1,000,000)	Project construction start date delayed until March
Fourways Drainage	ECI	(\$1,100,000)	Project construction start date delayed until March

<b>Project</b>	<b>Department</b>	<b>Amount</b>	<b>Comments</b>
Sewer Renewals	ECI	(\$1,140,637)	Change to cash flow forecast based on planned works
Camilleri St Park	DS	(\$420,000)	Delivery of this project deferred to 18/19 year
Anzac Ave SPS Mirani	ECI	(\$131,917)	Land acquisition negotiations delayed between council and land owner
Rural View Reservoir new overflow pipe	ECI	(\$98,362)	Project deferred due to timing
<b><u>Cancelled projects</u></b>			
Org structure changes	OS	(\$100,000)	Change in priority and future direction, resulted in this project not being required at this stage
Bucasia landfill remediation	ECI	(\$51,000)	Project cancelled
<b><u>Transfers between operational to capital</u></b>	Various	(\$61,459)	Various costs transferring between operational and capital
<b><u>Other adjustments</u></b>	Various	(\$249,639)	Numerous changes to multiple capital projects, both increases and decreases
<b>TOTAL EXPENDITURE ADJUSTMENTS</b>	<b>CAPITAL</b>	<b>(\$2,547,151)</b>	

Capital expenditure is forecast to decrease by \$2.5M to \$106.7M. It should be noted that a total of \$3.9M of capital expenditure is being deferred until next financial year due to delivery timeframes. Funds for projects identified as not going ahead as planned amount to \$151K. To counteract this, \$542K of new projects and \$1.1M of new funded projects (the majority being NDRRA) have been added to this year's program. Other capital adjustments and transfers between operational and capital account for the remainder of the movement in the capital budget. Other capital adjustment include savings on some completed projects including Glenella Rd (\$700K) and River and Rain alert systems (\$500K). These savings are offset by some projects requiring additional funds to complete including, Vincent St \$200K, WMR Canberra St \$345K and WMR Bedford St \$344K.

#### Capital Funding

<b>Category</b>	<b>Description</b>	<b>Amount</b>	<b>Comments</b>
Capital Grants	NDRRA	(\$668,499)	Funds received or expected to be received for NDRRA works
Capital Grants	Mirani STP effluent storage expansion	(\$308,752)	Recognise grant to be received to help fund this project
Capital	Meadowlands	(\$347,399)	Recognise grant to be received to

Category	Description	Amount	Comments
Grants	Sector		help fund this project
Capital Grants	Transfer grant funds from operational to capital	(\$254,521)	Transfer some previously recognised grant funds from operational to capital. Works for Queensland (\$142K), Glenella Rd (\$112K)
Capital Grants	Various	(\$112,340)	Various grant funding received
Other capital revenue	Contribution	\$150,000	Contribution towards district skate park from developer no longer being received
Other capital income	Insurance proceeds	(\$204,936)	Proceeds from insurance for Hogan's Pocket damage (\$110K) and parks assets (\$88K)
Other capital income	Glenella Rd	(\$200,000)	Contribution received from Magpies Sporting Club in relation to the Glenella Rd projects
Reserve Transfer	Fourways Drainage	\$1,100,000	Transfer funds to reserve for Fourways Drainage project
Reserve Transfer	Cod Hole	\$750,000	Transfer received grants funds for Cod Hole project to reserve for use in future financial year
Reserve Transfer	Various	\$659,245	Various adjustments to transfer constrained funds to reserves
<b>TOTAL CAPITAL FUNDING ADJUSTMENTS</b>		<b>(\$562,798)</b>	

Associated with the change in expenditure, is changes to the capital funding requirements. Overall grant revenue is increasing \$1.7M, of which a large proportion relates to NDRRA funding. Other capital revenue increases by \$255K, mainly as a result of insurance proceeds and contributions. Transfers to reserve will increase by \$2.5M mainly due to the Fourways drainage project of \$1.1M and the Cod Hole project \$750K constrained funds required in next financial year which is just a timing issue.

In summary, council in an improved position than originally anticipated and is now predicting to achieve a close to balanced operating result. Capital expenditure has reduced mainly due to the timing of delivery of some projects.

Although council is currently aiming to achieve a balanced operating result, some potential budget issues have been identified and placed on a watching brief. These items will continue to be monitored to be reviewed again at the next quarter review. Some of these items which could be unfavourable such as water revenue risk and MECC revenue could be significant. A summary of the watching brief items are listed below.

#### **Operational Revenue – possible favourable**

- Development application fees are currently trending above year to date predictions
- Health and regulatory licence fees are currently ahead of budget
- Insurance proceeds which are currently unallocated could be used to offset incurred expenditure

#### **Operational Revenue – possible unfavourable**

- Camping grounds income is currently lower than forecast
- Water consumption revenue may be lower than anticipated
- MECC revenue may be lower than anticipated
- Sugar Shed revenue may be lower than anticipated
- Financial Assistance grant revenue has been budgeted on the presumption of a part payment of 18/19 grant allocation. If this does not occur revenue will be significantly less than expected. This revenue timing is outside the control of MRC.

#### **Operational Expenditure – possible favourable**

- Timing of operational expenditure in relation to the Ferris Gully project may require costs to be moved to next financial year

#### **Operational Expenditure – possible unfavourable**

- Overall wages may be overbudget due to less vacancies than originally anticipated
- Unspent community development grant may need to be returned

#### **Capital Expenditure – possible favourable**

- NDRRA betterment fund not required

#### **Capital Expenditure – possible unfavourable**

- Brown Street, Koumala – project design costs budgeted, but future construction costs not budgeted for
- Ferris Gully – capital works on this project could be brought forward from future year
- Urgent need to bring forward replacement of Cape Hillsborough water main due to repeated failures

While our current forecast is for a near balanced budget, a number of items on the watching brief have the potential to adversely affect the final result. These will be monitored and reviewed over the next few months.

#### **Consultation and Communication**

All Council programs were asked to review their operations against budget to December and submit any variances for consideration. The Strategy, Leadership and Performance Team has then reviewed and approved the variances as appropriate within available funding sources.

## Resource Implications

The resource implications to bring to account the December 2017 Budget Review are as follows:

### General Fund

Increase in operating revenue	(\$7,840,261)	
Increase in operating expenses	\$7,722,986	
Decrease in capital expenses	(\$2,305,059)	
Increase in capital grant funding	(\$1,375,315)	
Increase in other capital income 144,936)		(\$
Transfers to/from reserve	<u>\$2,135,420</u>	
Overall amendments	(\$1,807,165)	

### Water Fund

Increase in operating expenses 1,477		\$
Increase in capital expenses <u>892,570</u>		\$
Overall amendments	\$ 894,047	

### Sewerage Fund

Increase in operating expenses	\$ 1,477	
Decrease in capital expenses	(\$1,133,193)	
Increase in capital grant funding	<u>(\$ 316,195)</u>	
Overall amendments	(\$1,447,911)	

### Waste Fund

Increase in operating expenses 1,266		\$
Increase in capital expenses	\$ 232,531	
Increase in capital other revenue	(\$ 110,000)	
Transfer to reserve	<u>\$ 19,969</u>	
Overall amendments	\$ 143,766	

## Risk Management Implications

This budget review brings to account known variations to the approved budget adopted in June 2017. Council is now predicting a small operating surplus, noting several items on the watching brief may affect the end result.

### **Conclusion**

The December 2017 budget review amendments will be included in the approved budget and become the current amended budget. The amended budget will be reflected in the next monthly Strategic Financial Report.

There is no material change to the future years of the Long Term Financial Forecast adopted in June 2017 as a result of this budget review. The overall position will be reviewed in light of later budget reviews and as part of the 2018/19 budget process.

Whilst council is aiming to achieve a balanced operating result, several items have been placed on a watching brief to be monitored and adjusted at the next budget review if required. These items have the potential to affect the final anticipated result.

### **Officer's Recommendation**

THAT the changes identified in the December budget review be adopted and become the approved amended budget.

The Chief Executive Officer (CEO) spoke to the report and provided an overview of the December budget review.

### **Council Resolution**

THAT the Officer's Recommendation be adopted.

**Moved Cr Paton**

**Seconded Cr Englert.**

**CARRIED**

## **12.6 VEGETATION VANDALISM ACROSS THE MACKAY REGION**

**Author Environmental Ranger**

### **Purpose**

To inform Council of recent vegetation vandalism incidents across the municipality, how the recently adopted 'Tree and/or Vegetation Vandalism Policy Framework' is being used to assess cases, and the actions taken or proposed in line with the policy.

### **Background/Discussion**

There have been numerous instances of vandalism of trees and vegetation on council-managed land across the region over recent years. This is particularly apparent in the

coastal zone, where development pressure and conflicts between sea views and vegetation has seen the vandalism of trees and vegetation on public land under the control and management of council.

Council adopted a 'Tree and/or Vegetation Vandalism' policy in August 2017 that outlines a transparent investigation and decision-making framework when responding to tree and vegetation vandalism events. The policy provides a consistent approach to deterring and responding to the loss of trees or vegetation arising from deliberate vandalism on council-managed land.

The framework categorises the damage as; Significant, Highly Significant and Extremely Significant. The scoring and significance category determine what action council may take following any specific incident. The policy stipulates that all incidences of vegetation vandalism will be reported to council for information purposes. It is intended to report to council on a quarterly basis. This is the first report since the policy was adopted in August 2017. This report covers the period from August to December 2017 and includes a small number of earlier cases that are still under investigation, have had further clearing or were Extremely Significant in nature.

Thirty-three cases of vegetation vandalism are included in this report (Attachment 1). This vandalism has included damage to 24 street trees and thirteen bushland areas representing a total of more than 3,000 trees either trimmed, significantly damaged or removed (a significant incident at Binnington Esplanade contributed to this high number of trees).

Over this period there have been three cases representing Extremely Significant damage, ten cases representing Highly Significant damage and 14 cases representing Significant damage. The significance assessment framework was not applied to a small number of incidents for various reasons, including very minor damage, and some requests/incidents are still under investigation.

Attachment 1 summarises the individual cases, the investigation process, scoring category and actions proposed or undertaken to date. Technical investigation reports have been completed for extremely significant incidents which detail the scope of the investigation and includes details of witness reports and statements.

Three Extremely Significant cases of vegetation damage are included in this report. The first case happened in May 2016 at Freshwater Point, and is in the final stages of the development of a restoration agreement with the person responsible. The second case involved damage to 40 mature Sheoaks adjacent to Turtle Place, Blacks Beach which occurred in April 2017 and has been actioned. This case however remains under investigation due to repeated minor damage to the replacement trees. Council will be kept informed of damage occurring at this site and recommendations for action. The final Extremely Significant case of vegetation vandalism occurred at Bucasia Beach, west of Homestead Bay Avenue. This case is still under investigation due to further damage to approximately 150-200 trees in the area. This damage will be the subject of a future separate report to Council, due to the significance level and the scale of the ongoing and repeated vandalism occurring at this location.

Due to the current perceived lack of awareness about the ownership of street trees, small scale signage has not been installed in areas where street trees have been damaged. Once the education campaign has commenced in February 2018, replacement trees will be planted and small signs erected for any new cases that occur, in line with the policy.

### **Consultation and Communication**

Consultation has been undertaken with Parks, Environment and Sustainability staff about particular incidents, and discussions have been held with members of the public who submitted requests as well as those involved in investigations.

In addition to enforcement activities, council's approach to vegetation vandalism is to seek to raise awareness of the issue and educate the community about the benefits of trees and vegetation, to encourage responsible behaviour and reporting of illegal activities. An educational campaign is in the final stages of being developed by the Corporate Communications team which will assist in educating the public on the value of vegetation and council's local laws. This campaign includes television and radio advertisements, web-based material, media releases and social media posts. The campaign will commence in February 2018, with six weeks of advertising, and ongoing awareness raising activities over the longer term to continue to promote the benefits of trees and vegetation across the region, to try and limit the amount of vegetation damage occurring.

### **Resource Implications**

Funds are available for restoration works and signage installation within council's operational budget.

### **Risk Management Implications**

The Tree and/or Vegetation Vandalism policy provides a framework for assessing the significance of damage to trees or vegetation and specifies the action to be taken. Implementation of this policy demonstrates sound risk management in that it ensures council has a consistent and transparent approach to responding to vegetation vandalism across the region.

### **Conclusion**

This report provides an overview of the tree and vegetation vandalism incidents that have occurred in the region between August and December 2017, and additional incidents currently under investigation from prior periods. It provides information on the action taken or proposed in line with the Tree and/or Vegetation Vandalism Policy adopted by Council in August 2017.

### **Officer's Recommendation**

THAT Council notes the overview of tree and vegetation vandalism that has occurred and the action to be taken in like with Tree and/or Vegetation Vandalism Policy.

The Chief Executive Officer (CEO) spoke to the report and provided an overview.

Cr Camm queried the Binnington Esplanade vandalism that occurred on the 3 October 2017, which was a fire that she attended on-site that day. She questioned if the report, as she understands, is inferring that that fire was deliberate vandalism of those plants and have Queensland Fire and Emergency Services (QFES), who were in attendance, undertaken their investigation to ascertain that it was a deliberately lit fire for the purpose of environmental vandalism.

Director Development Services (DDS) stated that he will have to make enquiries on that point to gain clarification of what QFES have said, as he has not seen their assessment. The Council report is reporting on any damage to trees, and knowing that there are concerns in the Binnington Esplanade area with lots of trees chopped down, and damage there is noted. However, he could not say definitively that they were burned down on purpose, and with lots of fires in that area, he would struggle to think that someone would deliberately light a fire just to burn all those trees down, but will have it clarified.

Cr Camm stated that for the purposes of this report on vandalism that's exactly what this report is saying that for Item 598403 3,000 semi mature trees were burnt in the revegetation area and foreshore as vandalism. That inclusion of that incident in this report infers that it was environmental vandalism of which, as the Director has pointed out, and noting that Cr Camm and Cr Casey live in the area, that on any given day that there are beach fires, there are a lot issues with young teenagers down there. Clarification on the vandalism aspect of this item is requested.

CEO stated that similar to the DDS, he is not sure whether received advice from QFES of the cause and intent of the fire and whether it was deliberately lit as environmental vandalism. This aspect would be clarified.

The Mayor stated that there is a question if that fire was deliberately lit with intent, as he had also been in attendance on that day and stated that it was understood at the site that it may have been kids playing in the area. It may have been deliberately lit but may not have been lit specifically to cause environmental vandalism.

Cr Camm stated that given the significant amount of vandalism in specific areas, is there an opportunity for Council to consider an education campaign possibly via social media, around the community being more pro-active.

CEO agreed, the policy is around the compliance side, but Council also needs to educate.

DDS stated that with Corporate Communication a TV commercial has been developed for consideration and approval to run. Once this has been finalised, it will be brought back to Councillors for their comments.

Cr Bonaventura noted Item 598403 regardless of how it happened, it is still vandalism of 3,000 semi-mature trees, whether it be by kids playing or by someone who has deliberately lit it. It is still a loss of 3,000 trees, and would still like for it to be noted on the report.

The Mayor stated that it is a loss, but it is the intent of whether it is vandalism or whether it was just kids planning. Agreed with the recording of the loss, but the intent of Cr Camm's question was, when it is read in the report it looks like a deliberate act of vandalism, and there's a question over that.

Cr Bonaventura stated that that wasn't the way he read it. He continued on to say to have 33 incidences reported since the commencement of the report in May 2016, is extremely disappointing for the community.

Cr Mann commented on the 24 street trees damaged, and whether that could also be part of the education program as well. To have 24 street trees damaged out of the 33 incidences, is a lot.

### **Council Resolution**

THAT the Officer's Recommendation be adopted.

**Moved Cr Mann (nee Fordham)**

**Seconded Cr Bonaventura.**

**CARRIED**

### **12.7 REQUEST FOR RENAMING OF KERRISDALE CRESCENT PARK TO NORM SHUTTLEWOOD PARK**

**Author Operational Forward Parks Planner**

#### **Purpose**

To seek approval for the re-naming of Kerrisdale Crescent Park in Kerrisdale Estate at Beaconsfield in honour of Mr Norm Shuttlewood.

#### **Background/Discussion**

The request to re-name the Kerrisdale Crescent Park to the **Norm Shuttlewood Park** was submitted by Lorna Shuttlewood on behalf of the Shuttlewood Family. The Shuttlewood Family were the original owners of the land occupied by the Kerrisdale

Estate, and today Norm Shuttlewood's children continue to oversee the estate's development. The request to rename the park has also been timed to coincide with the celebration of what would have been Norm Shuttlewood's 100<sup>th</sup> Birthday.

The original landholding was purchased by Norm's parents, Darcy and Polly Shuttlewood in 1939. Following the unexpected death of his father in 1942, Norm was released from military service in the 42<sup>nd</sup> Battalion and returned home to take over the running of the farm at age twenty-four. Following a period of farming, Norm sought to develop the land and was instrumental in setting the vision for Kerrisdale Estate. Together with his wife Joyce, Norm raised seven children on the farm and continued to reside on site for more than sixty years. He has also been recognised as an active member of the local community.

### **Consultation and Communication**

The Shuttlewood family were responsible for lodging the request to Council for the name change and as the key stakeholders in the Kerrisdale Estate's development, there appears to be no major concerns with approving the name change. PE&S understands that the Shuttlewood Family are planning a celebration at the park on the anniversary of Norm's birthday which offers an additional opportunity for media coverage about the park's dedication.

### **Resource Implications**

A new park name sign will be required to be erected. The cost for materials and labour to erect the new signs within the existing reserve is estimated at \$ 790.00 approximately. The family also wishes to donate a memorial plaque and have this installed within the park. Funding for the Park Name Sign can be covered from the Park's Program Operational Budget.

### **Risk Management Implications**

Nil.

### **Conclusion**

The request to rename the Kerrisdale Crescent Park in honour of Norm Shuttlewood was assessed to be appropriate and found to meet the criteria set by the Parks Naming Policy. Norm Shuttlewood made a substantial contribution to the local community and his involvement can be linked directly to the development of Kerrisdale Estate in which the park is located.

### **Officer's Recommendation**

THAT Council endorse Kerrisdale Crescent Park located within Kerrisdale Estate be renamed Norm Shuttlewood Park.

### **Council Resolution**

THAT the Officer's Recommendation be adopted.

**Moved Cr Casey**

**Seconded Cr Walker.**

**CARRIED**

## **12.8 RESCHEDULE OF 25 APRIL 2018 ORDINARY MEETING**

**Author Executive Officer**

### **Purpose**

To reschedule the Council Ordinary Meeting scheduled for Wednesday 25 April 2018 to accommodate the public holiday for ANZAC Day.

### **Background/Discussion**

Council currently operates under a meeting schedule of bi-monthly Ordinary Meetings, being the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of each month. With ANZAC Day public holiday falling on the 4<sup>th</sup> Wednesday of April, there is a requirement to consider options.

Under the provisions of the *Local Government Regulation 2012*, section 257, there is a requirement for a Local Government to meet at least once in each month. Therefore, with an Ordinary Meeting already scheduled for 11 April 2018 this legislative requirement will have been met for April without another meeting. However, it is considered that a single meeting during April will not provide Council sufficient approval process timing to consider all matters required, therefore it is suggested that the meeting for 25 April 2018 should be rescheduled.

The easiest option is to move the meeting to an adjacent day, with the Tuesday prior seen as most appropriate.

### **Consultation and Communication**

Mayor, CEO and Directors

Public advertisement is required for the change, including web-site and Daily Mercury advertisement.

### **Resource Implications**

Nil

**Risk Management Implications**

Nil

**Conclusion**

With the ANZAC Day public holiday scheduled to be held on Wednesday 25 April 2018 it is suggested that the Ordinary Council Meeting scheduled for Wednesday 25 April 2018 be rescheduled to be held on Tuesday 24 April 2018 in the Mackay Council Chambers at 10.00 am.

**Officer's Recommendation**

THAT the Ordinary Council Meeting scheduled for Wednesday 25 April 2018 be rescheduled to be held on Tuesday 24 April 2018 at 10.00 am in the Mackay Council Chambers.

FURTHER THAT the necessary public advertisements occur accordingly.

**Council Resolution**

THAT the Officer's Recommendation be adopted.

**Moved Cr Mann (nee Fordham)**

**Seconded Cr Englert.**

**CARRIED**

**13. RECEIPT OF PETITIONS:****14. TENDERS:****14.1 MRC 2018-018 EXPRESSIONS OF INTEREST FOR MIRANI WATER RECYCLING FACILITY UPGRADE**

**File No MRC 2018-018 Expressions of Interest for Mirani Water Recycling Facility Upgrade**

**Author Director Engineering & Commercial Infrastructure**

**Purpose**

To present to Council for approval the recommended shortlisted responses to MRC 2018-018 Expressions of Interest for Mirani Water Recycling Facility Upgrade.

**Background/Discussion**

The existing Mirani Water Recycling Facility (Mirani WRF) is currently overloaded and has a lack of redundancy within the treatment process. This means that critical pieces of infrastructure cannot be taken offline for maintenance and repair.

A risk assessment carried out for the Mirani WRF's treatment capacity, using the corporate risk framework, identified risk to be high in four of the five categories: Environmental Non-Compliance, Public Health, Stakeholder Service Levels and Reputation.

Mackay Regional Council (Council) intends to upgrade the facility from its current capacity of 3,500EP to 7,000EP with demonstrated capability to be readily expanded to the ultimate capacity of 10,000EP. Council intends to complete this work using a design and construct contract.

Issuing an EOI prior to proceeding with a Request for Tender was considered the best alternative in order to gauge potential interest. The EOI also enabled Council the opportunity to review respondent's capabilities to deliver projects with similar

requirements, previous experience, proposed local resources and the financial capacity to undertake the works required.

Request for Expressions of Interest (REOI) were invited on 7 October 2017 via Queensland Government's Qtender website as well as advertised in the Daily Mercury and the Courier Mail.

The following seven submissions were received by the closing time of 10.00am on Tuesday,

7 November 2017 (the closing date was extended from the original date of 31 October 2017)

- Aquatec Maxcon Pty Ltd
- BMD Constructions Pty Ltd
- Downer Pty Ltd
- Monadelphous Engineering Pty Ltd
- Trility Pty Ltd
- UGL Pty Ltd
- Wisely Group Pty Ltd

An initial compliance check was conducted on 14 November 2017 to identify submissions that were non-conforming with the requirements of the REOI. This included compliance with contractual requirements and provision of requested information.

All responses were progressed through to the Qualitative Criteria Assessment on the basis that all terms, conditions and mandatory requirements of the REOI had been met.

Council issued information requests to UGL Pty Ltd requesting additional information on key personnel that UGL Pty Ltd would utilise for this project.

All information was received within the relevant timeframe.

During the evaluation, respondents were assessed against the nominated qualitative criteria. The weighting attributed to each qualitative criteria was:

- |   |     |
|---|-----|
| a) Corporate Structure and Financial Capacity | 10% |
| b) Task Appreciation and Capability           | 20% |
| c) Key Personnel and Resources                | 20% |
| d) Experience                                 | 30% |
| e) Management Systems                         | 10% |
| f) Local Business and Industry                | 10% |

The evaluation panel reviewed responses and based on all information provided as part of this EOI and Information Request have recommended a shortlist of three. The shortlisted respondents have provided details outlining their previous experience in similar projects, their understanding of what is required for the works, that they have a suitably experienced team to complete the project, their capability to undertake a design

and construct project utilising local business and industry where possible, while demonstrating their financial capacity to undertake this project.

During the evaluation meeting the panel reviewed the experience of tenderers in completion of similar design and construct sewerage treatment projects in relation to scope, working in brownfield sites involving maintaining ongoing operations, construction management systems and achievement of specified recycled water quality criteria. Submissions received were of a high standard and responses to referee checks provided further information on performance on previous projects that defined the final assessment and resultant shortlist.

The evaluation of the EOI was conducted by:

- Manager Infrastructure Delivery
- Manager Water Treatment
- Project Engineer
- Contracts Coordinator
- Technical Advisor

### **Consultation and Communication**

Consultation was conducted between Infrastructure Delivery, Water Treatment, Planning and Sustainability, and Procurement and Plant prior to the Request for Expressions of Interest being released.

### **Resource Implications**

The Long Term Financial Forecast (LTFF) includes the delivery of the Mirani WRF Upgrade based on Council's current estimate for the project. The next phase of the project is for the three shortlisted parties to prepare their design and construct bids including a formal tender price for the works. These will be assessed and Council will then need to formally endorse a preferred tenderer. Once a preferred tenderer has been selected, the forecast costs will be updated to reflect this tender price and the overall delivery of the project.

### **Risk Management Implications**

The existing Mirani WRF is currently under sized for the load it is currently treating. The most recent upgrade to the treatment process of the facility in 2012 was to 3,500EP. Due to the rapid growth at that time, when the upgrade was commissioned the plant was overloaded with 4,000EP coming into the plant.

There has been a recent upgrade to the preliminary treatment area as well as the odour control, to address significant health and safety risks for the operators, though there are still the environmental, public health and reputational risks present due to the overloaded treatment process and lack of redundancy within the facility.

### **Conclusion**

That the shortlisted respondents indicated below are approved, with the intention of inviting tenders for the Design and Construction of the Mirani WRF upgrade. Based on the submissions made by these respondents, they provide the most advantageous outcome to Council and this process will ensure we achieve three competitive and robust tender submissions for the design and construction of the Mirani WRF upgrade.

The shortlisted respondents are:

- Aquatec Maxcon Pty Ltd
- Monadelphous Engineering Pty Ltd
- UGL Pty Ltd

### **Officer's Recommendation**

THAT Council approves the shortlisted respondents listed below from the MRC 2018-018 Expressions of Interest for the Mirani WRF Upgrade with the intention of inviting these proponents to tender for the design and construction:

- Aquatec Maxcon Pty Ltd
- Monadelphous Engineering Pty Ltd
- UGL Pty Ltd

### **Council Resolution**

THAT the Officer's Recommendation be adopted.

The Chief Executive Officer (CEO) spoke to the report and provided an overview.

**Moved Cr Casey**

**Seconded Cr May.**

**CARRIED**

### **14.2 MRC 2018-023 LEASE OF CAFE - BLUEWATER QUAY**

**File No MRC2018-023**  
**Author Manager Property Services**

## Purpose

To present to Council for approval, tenders submitted for MRC 2018-023 Lease of Café – Bluewater Quay.

## Background/Discussion

The opportunity to establish a café at the Bluewater Quay was first advertised on the 27 June 2009, with no compliant tenders being received, discussions were commenced with parties that had shown an interest in the opportunity but had not applied. This action resulted in Council approving the establishment of a licence with Bridges Pty Ltd on the 21 March 2011 with the initial 5-year period free of lease payments (Recovery of construction costs) and an additional two options of five years at 7% of gross takings.

The above-mentioned lease was terminated in 2017 prior to its expiry date by agreement between the lessor and lessee.

The term of lease has been changed to licence in this report to clearly define that part of the agreed area and building structure incorporating new amenities will be located on Reserve, this change in terminology does not impact on the procurement or agreement process.

Mackay Regional Council (Council) issued tender notification on the 26 August 2017, via Queensland Government Qtender website and the Daily Mercury, inviting interested parties for the licence of the Bluewater Quay Café, situated at 10D River Street, Mackay.

The following submissions were received by the closing time of 10.00am Tuesday, 19 September 2017

<b>Tenderer</b>	<b>Location</b>
Wael Assaf / Jeffrey Morad	Mackay
Carlos Forero & Van Pham Thi Hong	Moree
LJ&JVA Holdings Pty Ltd	Mackay

A late response was received on Wednesday, 20 September 2017 from:

<b>Tenderer</b>	<b>Location</b>
Global Product Search	Mackay

An initial compliance check was conducted on the 28 September 2017 to identify submissions that were non-conforming with the immediate requirements of the Request for Tender (RFT). This included compliance with contractual requirements and provision of requested information.

Tender Information Request (TIR) was issued to Carlos Forero & Van Pham Thi Hong requesting the complete response document issued as part of the RFT, as their submission consisted of a letter only. Carlos Forero & Van Pham Thi Hong replied that due to the tight timeframe to respond, they were withdrawing their submission.

All remaining submissions were progressed through to the qualitative criteria assessment on the basis that all terms, conditions and mandatory requirements of the RFT had been met. The evaluation panel accepted the late submission from Global Product Search.

During the evaluation, tenderers were assessed against the nominated qualitative criteria. The weighting attributed to each qualitative criterion was:

- |   |     |
|---|-----|
| a) Demonstrated ability to pay Financial obligations in the Licence | 35% |
| b) Relevant Experience & Knowledge                                  | 25% |
| c) Price  | 15% |
| d) Respondents Proposal for the site and community needs            | 25% |

The annual licence price, excluding GST:

<b>Tenderer</b>	<b>Annual price (Excluding GST)</b>
Wael Assaf / Jeffrey Morad	\$55,000
Global Product Search	First year - \$0 Second & Third years - \$36,000 per annum
LJ&JVA Holdings Pty Ltd	\$24,000

Additional information on tenderers submissions:

<b>Description</b>	<b>Submissions</b>			
	<b>Wael Assaf / Jeffrey Morad</b>	<b>Carlos Forero &amp; Van Pham Thi Hong</b>	<b>LJ &amp; JVA Holdings Pty Ltd</b>	<b>Global Product Search</b>
<b>Proposal</b>	Authentic Lebanese Restaurant & Bar, including music.	Asian/Australian Café, including music.	Mediterranean/Australian, including music and artwork	Restaurant/Café inspired by the Spanish tradition of tapas with a twist including live music and events.
<b>Tender Price</b>	\$55,000 per annum (Ex GST)	Not Provided.	\$24,000 per annum (Ex GST)	3-year licence with 5-year option. Initial 12-month period - Nil to cover outlays. 2 <sup>nd</sup> to 3 <sup>rd</sup> years - \$3,000 per month. 5-year option to be negotiated.
<b>Additions/ Variations</b>	Toilets Weather protection Misting system Industrial fans Playground access Vertical gardens Redesign of kitchen and bar - charcoal cooking Additional storage area	Not Applicable	Not Applicable	Refurb of kitchen and construction of glass all weather air-conditioned dining area at their expense.  Proposed conditions changes: - Withdrawal from licence in relation to turnover & profitability. Force majeure withdrawal relating to weather and tidal events.
<b>Relevant Experience</b>	Experience chef and	Not Applicable	Full experience. Currently operate	Fully experienced. Mackay locals.

	Mackay locals.		the Roshni restaurant on Victoria St. Mackay locals.	
		<b>Submission Withdrawn</b>		

<b>TIR : 28 November 2017 Tender No: MRC 2018-023 Responses</b>				
<b>Description</b>	<b>Wael Assaf / Jeffrey Morad</b>	<b>LJ &amp; JVA Holdings Pty Ltd</b>	<b>Global Product Search</b>	
<b>Re-fit of kitchen</b>	Kitchen re-fit to be completed prior to café opening.	Would take possession of the café if kitchen re-fit not completed.	Kitchen re-fit to be completed prior to café opening.	
<b>Construction of new amenities</b>	Timeframe to be set with a maximum three-month completion period after the café is opened.	No issues with amenities not being completed as toilet facilities are available nearby.	Hesitant to open café prior to completion of amenities, due to the impact on customers first impressions of the café.	
<b>Alteration to licence fee</b>	Requested 12-week free rent period from completion of kitchen re-fit. If their fit-out is completed prior to the 12-week period, they will commence to pay rent from such date.	Requested rent free period until kitchen re-fit is completed and operations can commence.  Due to Council undertaking re-fit of kitchen licence fee will increase to \$36,000 (Ex GST) per annum.	Licence fee to be set when decision made on who will construct the new glass air-conditioned dining extension which is a critical component of providing all year trading at the café.	
<b>Other requirements</b>	<ul style="list-style-type: none"> <li>➤ Requirement for Council to supply recommendations for weather protection for dining area.</li> <li>➤ Small outdoor storage area for charcoal and cleaning chemicals.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Cooling system i.e. mist fans as used on the Cairns and Townsville Esplanades.</li> <li>➤ Shading and rain</li> </ul>	<ul style="list-style-type: none"> <li>➤ Hesitant to open the café until all renovation works are completed.</li> <li>➤ Proposed conditions changes: - <ul style="list-style-type: none"> <li>○ Withdrawal from licence in relation</li> </ul> </li> </ul>	

		protection over the edge of the deck on the river side.	to turnover & profitability. ○ Force majeure withdrawal relating to weather and tidal events.
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The qualitative criteria assessment was carried out by the evaluation panel on the 29 September 2017 with the evaluation panel scoring the tenders per the evaluation matrix.

A TIR was issued to Global Product Search requesting a meeting to discuss their proposal, which included discussions regarding their nominated licence payment and additional works and requirements that were envisaged for the Café.

A further meeting was requested regarding the forecasted costs to the building. Global Product Search at this time did not have the estimate cost so were unable to supply this information to Council. After this meeting, Global Product Search advised Council that they were withdrawing their offer.

Council further met with Wael Assaf / Jeffrey Morad regarding their offer for the Bluewater Quay Café and discussions regarding their proposal, additional requirements and their ability to work with Council regarding the building and possible commencement date.

The evaluation panel recommends that the licence of the Bluewater Quay Café be awarded to Wael Assaf & Jeffrey Morad based on their tender proposal, their knowledge of the industry, ability to work with Council and their demonstrated value for money offer.

The evaluation of the tender was conducted by:

- Manager Property Services – Property Services
- Supervisor Land Operations – Property Services
- Manager MECC & Events – MECC & Events
- Contract Coordinator – Procurement & Plant

### **Consultation and Communication**

Consultation was conducted between Property Services, MECC & Events and Procurement & Plant prior to the Request for Tender being released.

### **Resource Implications**

Funding has been allocated in the 2017/18 Capital Works budget for the installation of amenities and refurbishment of the building structure amounting to \$230,000. Concept designs have been prepared to initiate discussions on works required to enhance the street appeal and dining experience at the café to define the Bluewater Quay as the starting point of the PDA along the river bank.

At this stage, it is proposed to refurbish the kitchen in consultation with the successful licensee to allow the café to open while the amenities are being constructed, in addition concepts will be refined for the provision of all-weather dining and enhancing the aesthetic appeal of the building for further funding consideration.

It is proposed that Council fund works associated with the build infrastructure and that the licensee be responsible for the cost of refitting the café kitchen.

### **Risk Management Implications**

The non-issue of a licence will leave a highly visible commercial site vacant and decrease the diverse range of services and experiences in the CBD.

### **Conclusion**

That awarding the licence to Wael Assaf & Jeffrey Morad represents the most advantageous outcome and demonstrated value for money to Mackay Regional Council based on their proposed use of the site.

### **Officer's Recommendation**

THAT Council award a licence under tender MRC 2018-023 Lease of Café – Bluewater Quay to Wael Assaf & Jeffrey Morad for an initial term of five (5) years with two (2) options of two (2) years for an annual licence payment of \$55,000 excluding GST with annual CPI increases, and further that the licensee be responsible for costs associated with the refit of the café kitchen.

The Chief Executive Officer (CEO) spoke to the report and provided an overview.

Cr Camm questioned an operational matter in relation to the evaluation of the tender, and why there were two (2) representative from Property Services, one (1) from the MECC and no one from Economic Development or that has a commercial understanding of how businesses operate in the City Centre.

CEO responded that Property Services is represented as the lease is under their area. It's a lease and it's their Asset under a Lease. It was agreed that the Manager MECC would be an appropriate representative with the experience of having a commercial kitchen. Council's Strategic Leadership and Performance Team (SLPT) reviewed the report and supported the report being presented to Council for approval.

Cr Camm furthered that, not only the cuisine but the commerciality and context, and agreed that it is a property tender, but it is a property tender that delivers a commercial product. Was assessment included of all aspects of the tender, more than just overall price outcomes? Council has a history of a number of café establishments and commercial entities with negative outcomes when we have tendered them out. The amount of due diligence and some of those outcomes have been because these people have gone into arrangements based on price point when obviously there was no

commercial product for the market. Foodspace is an example of what's been successful and what hasn't, and Council have ended up taking it back over. Coming from a risk management point of view, how do we know that this will be successful and we won't have the MECC catering business moving into another premises that we own.

CEO commented the they are very good points and that the assessment wasn't just about the commercial number. The recommended lessees are locals who are currently running other businesses. Council also looked at the financial backing, track record of success, something that some of the others did not have. This was all looked at during the process. As part of the operations of the last business Council now has data including price points. Based on this data there is confidence that the proposal supported in the report is financially sustainable. Whether this occurs or not is not certain and will depend on the market, but there is a level of confidence that it is achievable.

Cr May raised a question relating to the operating hours and assuming that it is covered in the lease. Would they be operating for breakfast, lunch and dinner.

CEO stated that he would need to find out more detail and get back to Councillors. The draft lease has been written, but formal approval from Council was required prior to finalising the conditions of the lease. CEO stated that it was definitely lunch and dinner, with some music on weekend, but will check on breakfast.

Cr May raised her concerns that Council have a facility in a very good precinct and if we are not having a business in there at those three (3) peak times, is that the best outcome for Council, in terms of activating that space and ensuring that there are quality offerings for our locals and tourists. Happy for CEO to check the lease and come back to Councillors.

The Mayor stated that understands where Cr May is coming from, but we are dealing with a commercial entity and don't think that we can regulate that they must open in particular times, especially if there is no demand for it, because it will actually send them out the backdoor very quickly. We need to expect that we will get maximum coverage and that the CEO come and tell Councillors whether it is in the lease or not. The consumer demand is going to drive the eventual outcome, whether we as a Council need to be able to be in a position to state that they must open these hours, we don't with any other business.

CEO stated that through a very transparent process we ended up with these four applicants, with the focus on allowing the market to dictate commercial outcomes but also ensuring that we ended up with someone to fill the currently vacant premises.

Cr Bella commented that if we are leasing to a private enterprise we have to allow private enterprise to act privately and they should have the ability to do whatever they need to do to survive, and the last thing we want would be for them to move out. Whether breakfast is viable is surely driven by commercial reality and ultimately Council would like to activate the space, a business that it providing lunch and dinner is far better than business starts providing breakfast, lunch and dinner and ceases to do all three within a short period of time.

Cr Englert commented that he understands Cr Camm and Cr Bella's points. Council is certainly not in the business of manipulating commerciality of lots of things but we are the leaders in place making and it's our role to do that. The place making aspect needs to be a large consideration in what we do and stay away from the commerciality. There is an opportunity to place make and he believes that it is Council's role as local government to make that decision process.

Cr Camm noted that this is a substantial lease and it is in the Priority Development Area (PDA) and is critical to the success of the PDA that Council is looking at the right outcome. Cr Camm stated that she is not comfortable to support this today, but in the context of this asset that we own and agreeing with Cr Bella, the commerciality will work itself out, but in relation to the assessment of next 5 to 7 years of work this potential tenant can deliver in that location, as Council embarks upon the most significant projects that this Council has ever embarked upon. That's not to take away from individuals at all it is about understanding what is the plan for that space and concerned that the current report doesn't address some of the risks associated with the PDA.

CEO stated that due to the tenderer investing \$100,000-150,000 into the kitchen, they need a certain lease to be able to recover their costs. Council has discussed internally regarding the PDA, and is reasonably confident that where development of the PDA will reach this point is most likely be at the end of the Lease. Suggested that an inclusion in the lease could be that should Council accelerate the PDA, we could buy out the rest of the lease, as a recovery charge to cover the time it would need to be closed for.

Cr Walker stated that he wouldn't like to see figures placed into the lease, as it would send the wrong message to any lessee.

Cr May commented that if Council were thinking about buying out the lease, she is sure as a business owner you would want something for your business and not just the cost of the lease, and doesn't think it's sustainable to do something like that. It is a shame, that when it was going to tender that Council didn't think at of whether we may require this space to be activated for the part of the PDA.

The Mayor stated beside that fact that the business has been closed for some time now and people haven't got the opportunity to use the particular commercial aspect of what is a very good aspect of area. Understanding what Cr May is saying, but he doesn't think that locking it up again and allowing these people to walk away is the answer.

Cr Bella queried when is the PDA likely to go ahead and would we not be trying to emphasis starting in areas that are less attractive and eventually over time that we would get there, but hardly thinks that developing the best spot of the river almost immediately is the priority. Noted that 5 year tenure is not long, considering the outlay the tenderers would be making.

Cr Casey noted that at the PDA workshop held recently, that the area being concentrated on first for development would be East Gordon Street and it would be quite a number of years before development of the River area would be commenced. The large amount of infrastructure that is required in the area itself is huge.

Cr Camm questioned the timeframes and urgency around this, if a procedural motion was to be used and this was to be delayed pending more information around the operating hours that are currently being looked at. Using the case in point from Cr Englert raised around placemaking, an example being the Botanical Gardens isn't open for breakfast, who does that look badly on, not the operator of the Botanic Gardens because people don't understand who that person is, it looks badly on Council. So when we have one of the only water front eating venues on our river in Mackay and it's not open for Breakfast, it does come down to commercial reality but the perception the community is that we have an amazing community asset that they own which is not accessible for breakfast, and she would feel more comfortable making a decision if she knew what the offering was to the community based upon the hours of operation and the lease negotiation and more comfortable that if we ever need that space for development opportunity as part of the PDA, that could be sorted out, and notwithstanding the risk around what that could potentially cost Council, but wanting to understand the timeframes and the pressure on this lease by extending the decision by another 2 weeks.

CEO stated that 2 weeks is probably not too bad, however the current tenderers have been going back and forth several times, including clarification on the kitchen. Noting also that the tender went out originally in June 2017, and was transparent with Council that this was going out. If required discussions could be held tenderers reasonably quickly, and extra information on the hours of opening provided within a week.

### **Council Resolution**

THAT the Officer's Recommendation be adopted.

**Moved Cr Bella**

**Seconded Cr Bonaventura.**

Cr Bella stated that it would be good to get someone in there quickly, and if negotiating on a lease for 6 months and then have them come back with more questioning he fears that if Council doesn't take the opportunity it could face having the facility closed for longer and any future tenderers may feel it has become unpalatable to them.

Cr May stated that she can't support the matter in its current form and feels that Council is missing an opportunity through the process and to not have that space fully functional throughout the day and into the evening is a loss of opportunity for our town centre area and in particular the riverfront area.

Cr Walker commented that we need to let commercial reality rule and if Council starts interfering and telling business owner that they must do certain activities at certain times then Council is heading towards certain disaster. If it commercially not viable for them to do it, and we tell them that they must, then there is an impact on Council financially.

Cr Camm stated that she not cannot support the report, it has nothing to do with the individual submitters, but around Council's process, understanding the hours of operating, but this is not a fully commercial premises, because it is owned by the community of Mackay. Similar to Foodspace and Botanic Gardens, they are unique areas of community assets that we lease and tender out to commercial operators, and Council want them to be successful. There needs to be a balance for the community.

Cr Gee commented that it is a commercial lease. It could be separate to parkland Council owns for placemaking ideas and a breakfast market. It is Council's job to assist in injecting ideas in that space and to help create demand and incentive for the tenderer to opening for breakfast. Example cited as the deckchair ideas, simple but effective and keeping the commercial area separate from the commencement of the PDA.

Cr Bella exercised his Right of Reply, and requested the CEO to investigate the idea of opening for breakfast, whether for weekdays or weekends only. Would have no doubts it would increase costs. Firstly, it could lead to compensation for opening when not viable, or secondly could see meal costs increase to compensate.

**CARRIED**

**Crs Camm, Mann and May voted against the motion**

**15. CONSIDERATION OF NOTIFIED MOTIONS:**

Nil

**16. PUBLIC PARTICIPATION:**

Nil

**17. LATE BUSINESS:**

Cr Mann raised that at the recent Council in Community Day, Sgt Nigel Dalton spoke about Safety Circus sessions being held for Year 3 students in the region. Safety Circus is a fun and interactive program relating to kids on bike safety, protective behaviour and how to deal with bullying. Cr Mann encouraged everyone to attend a session.

Cr Mann noted an item in the Qantas Inflight Magazine for Jan/Feb with Mackay No. 8 out of 41 Local Government Areas for the most forward thinking regional areas in Australia. It was published on the Regional Australia Institute website September 2017 and looked at 2 aspects of nomination which was Research & Development and Business Start Up, Trade Marks and Business Services. It is a positive recognition for our Region.

Cr Casey noted that Sports Expo and Sign On day was held at the MECC over the weekend, with approximately 6,000 people attending. There were 113 organisations and clubs attending to showcase their talents. Cr Casey thanked Crs Bonaventura, Gee and Paton in particular for assisting on the day, and thanked the Director Community and Client Services, and the Sport and Recreation team, for putting together another very successful event.

Cr Casey also thanked the Mayor for launching the North Queensland Games over the weekend, with the games to be held on the 5-7 May 2018.

Cr Bella stated that the Brewers Park Committee are putting together a Sports Dinner for Mark Kaczmarowski a local Sarina resident and member of the Sarina Cricket Club. The Dinner is proposed for 10<sup>th</sup> March to raise funds for Mark's to undergo surgery by Dr Teo. Cricket legend Jeff Thompson will be attending as the Guest Speaker for the night.

Cr Bonaventura would like to thank and show appreciation to all the staff that put together the display in remembrance of the 1918 Cyclone. There has been an overwhelming community response and support for this display.

**18. CONFIDENTIAL REPORTS:**

THAT the meeting be closed to the public in accordance with the *Local Government Act 2009 (Section 275 (1) of the Local Government Regulation 2012)* to discuss matters relating to:-

<b>Confidential Item</b>	<b>Reason for Meeting Closure</b>
<ul style="list-style-type: none"> <li>Item 18.1 - Engineering &amp; Commercial Infrastructure Bi-Monthly Legal Report</li> </ul>	(f) starting or defending legal proceedings involving the Local Government (g) action to be taken under the Sustainable Planning Act 2009 (Qld) (h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage
<ul style="list-style-type: none"> <li>Item 18.2 - Draft Audit Committee Minutes- 7 December 2017</li> </ul>	(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage
<ul style="list-style-type: none"> <li>Item 8.3 - Widi People of the Nebo Estate Native Title Claim QUD372/2006 - Widi People of the Nebo Estate Indigens Land Use Agreement</li> </ul>	(f) starting or defending legal proceedings involving the Local Government
<ul style="list-style-type: none"> <li>Item 8.4 - Native Title - Widi People of the Nebo Estate Native Title Claim Qud 372 of 2006 - Native Title Determination</li> </ul>	f) starting or defending legal proceedings involving the Local Government

It was agreed not to close the Council meeting.

**18.1 ENGINEERING & COMMERCIAL INFRASTRUCTURE BI-MONTHLY LEGAL REPORT - FEBRUARY 2018**

**Council Resolution**

THAT the report be received.

Moved Cr Englert

Seconded Cr Casey.

**CARRIED**

**18.2 DRAFT AUDIT COMMITTEE MINUTES - 07 DECEMBER 2017****Council Resolution**

THAT the attached Committee minutes be received.

**Moved Cr Paton**

**Seconded Cr Englert.**

**CARRIED**

**18.3 WIDI PEOPLE OF THE NEBO ESTATE NATIVE TITLE CLAIM  
QUD372/2006 - WIDI PEOPLE OF THE NEBO ESTATE  
INDIGENOUS LAND USE AGREEMENT****Council Resolution**

THAT Council resolves as follows:-

- a) Having reviewed the terms of a settled Indigenous Land Use Agreement ("ILUA") between the registered native title claimants for Native Title Determination Application QUD372/2006 (Widi People of Nebo #1) and Local Government, a copy of which was tabled at Council's ordinary meeting on 14 February 2018, Council authorises the Mayor and Chief Executive Officer to sign the settled ILUA on Council's behalf.
- b) Council authorises the Chief Executive Officer to endorse on its behalf any changes made to the ILUA prior to execution on the basis that such changes do not adversely affect Council's interests.

**Moved Cr Camm**

**Seconded Cr Gee.**

**CARRIED**

**18.4 NATIVE TITLE - WIDI PEOPLE OF THE NEBO ESTATE NATIVE TITLE CLAIM QUD372 OF 2006 - NATIVE TITLE DETERMINATION**

**Council Resolution**

THAT Council resolves as follows:

Having considered the draft s87 agreements and determination orders tabled at Council's Ordinary meeting on **14 February 2018**, Mackay Regional Council:

- approves, and is prepared to consent to the draft determination orders for QUD372/2006 (Widi People of the Nebo Estate #1)
- authorises the Chief Executive Officer to endorse on its behalf any incidental changes made to the draft determination prior to execution.
- authorises Gilkerson Legal to execute an agreement under section 87 of the Native Title Act 1993 confirming Council's consent to the draft determination orders."

**Moved Cr Mann (nee Fordham)**

**Seconded Cr Gee.**

**CARRIED**

**19. MEETING CLOSURE:**

The meeting closed at 12:46 pm.

**20. FOR INFORMATION ONLY:**

Confirmed on Wednesday 28 February 2018.

.....  
MAYOR

**APPENDIX / ATTACHMENTS**



# Office of Mayor and CEO

Monthly Review

Period - February 2018



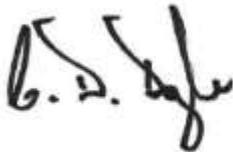
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## OVERVIEW

This report is for the Office of the Mayor and CEO for February 2018.

This report will now be submitted in the first full Ordinary Council meeting each month.

- There was a lost time injury in January when a ECI employee struck their own foot with a "whacker packer". The injury resulted in two days lost time with no long term permanent damage to the foot.
- While our Lost Time Injury Frequency Rate (LTIFR) is at 8.3 and below the all group council result for 2018/19 it is much higher than achieved last year and our focus has increased on key areas of focus on a monthly basis while continuing to look at behavioural based initiatives.
- January saw a 100% compliance to Hazard inspections and monthly action plans for all areas.
- Tenders close for the Mackay Skate and Wheeled Sports Plaza on 6 February with plans to finalise successful tenderer at February 28 full council meeting.
- Budget preparation for 2018/19 are well advanced with full business cases submitted for all capital projects. Two briefings planned with Council in February around budget information.
- Continued good progress on the Sarina Field of Dreams and Mackay Regional Sports Precinct projects with construction to plan.
- Council is running an internal Women in Leadership session on 9 February for 120 aspiring female leaders.

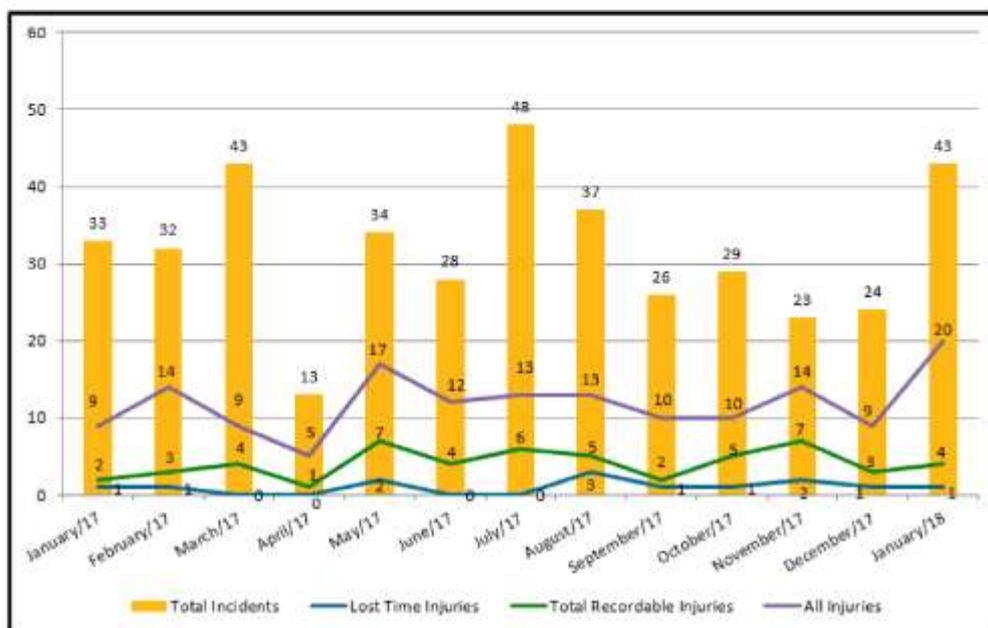


## SAFETY

### 1.1. Overview

Forty-three incidents were reported involving staff, contractors and members of the public.

### 1.2. Lead Indicators



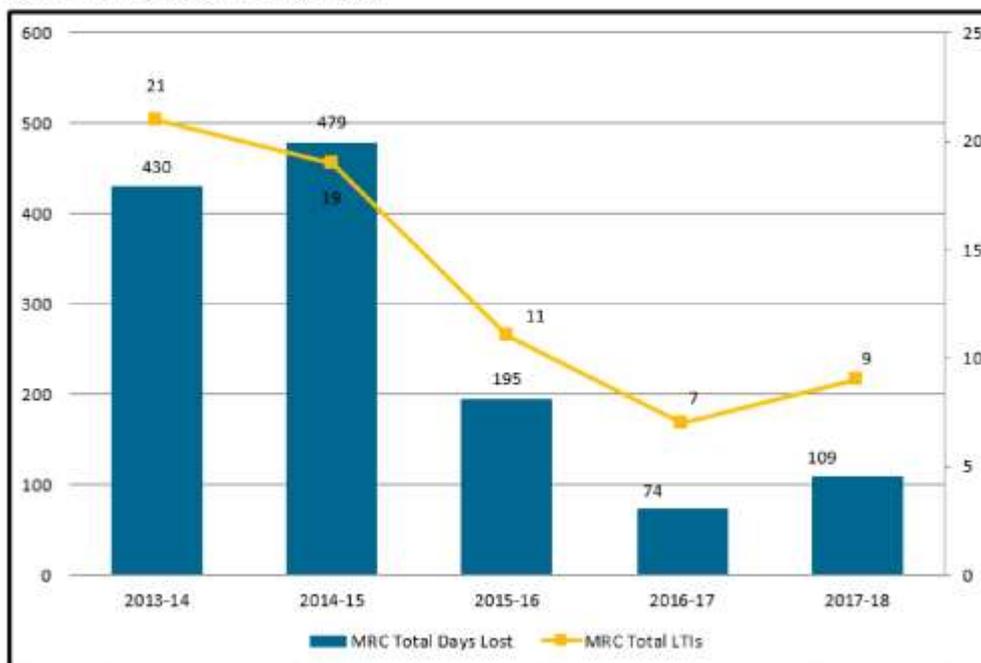
This graph shows the total number of safety-related incidents and injuries recorded across all of MRC.

The following recordable injuries to MRC employees were reported in January:

- A worker struck the top of their foot with a wacker packer (lost time injury).
- While pruning trees a worker stepped into a slight depression and sprained their ankle.
- A worker experienced asthma attacks after use of chemicals.
- When exiting their vehicle, a worker felt pain in their knee.

Each incident is investigated and appropriate corrective measures implemented, to reduce future risks.

## Lost Time injuries and Days Lost



Department	2013-14		2014-15		2015-16		2016-17		2017-18	
	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
Community & Client Services	5	155	1	11	2	4	3	6	1	1
Organisational Services	1	4			1	4			2	25
Development Services	7	201	4	164	3	29	3	55		
Engineering & Commercial Infrastructure	8	70	14	304	5	158	1	13	6	83
<b>Mackay Regional Council</b>	<b>21</b>	<b>430</b>	<b>19</b>	<b>479</b>	<b>11</b>	<b>195</b>	<b>7</b>	<b>74</b>	<b>9</b>	<b>109</b>

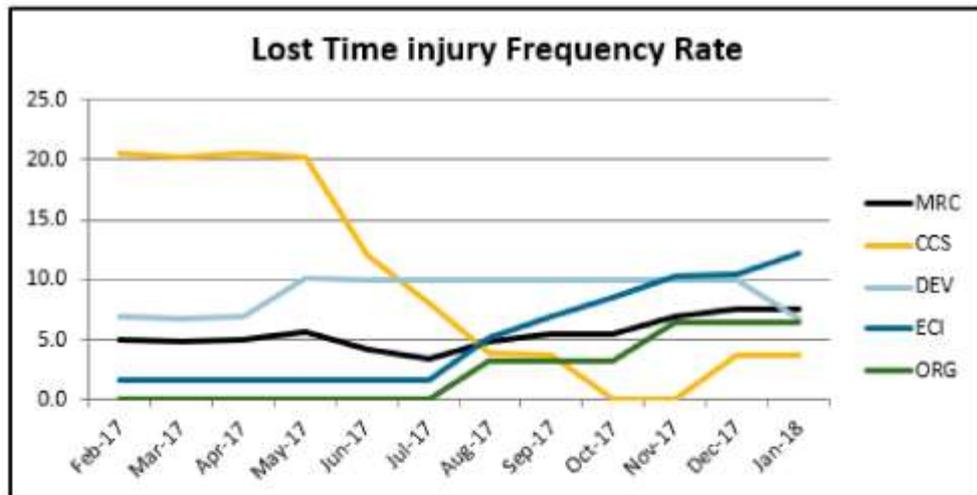
For the 2017-18 year to date there has been nine lost time injuries, with a total of 109 days lost.

- In August, a worker suffered a severe allergic reaction to a spider bite; losing eight days from work.

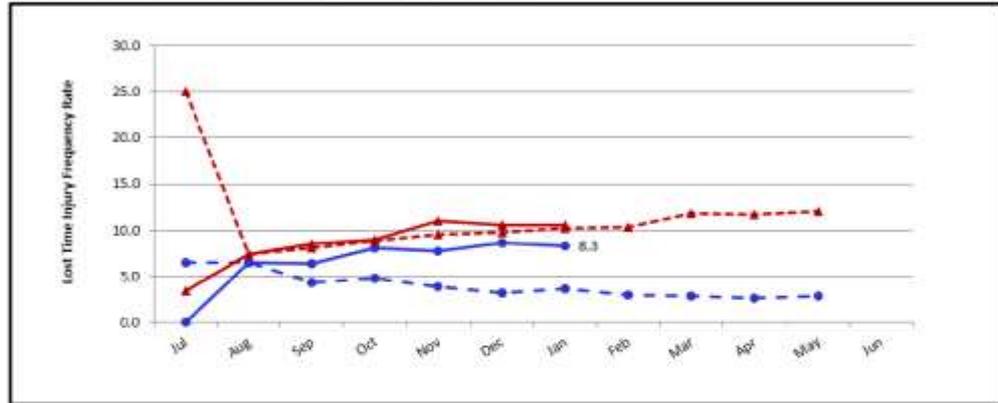


- In August, a worker lacerated and fractured his thumb; losing 12 days in August and 8 days in September.
- In August, a worker injured his knee while stepping out of a work truck. Four days were lost in September; 11 further days were lost in October.
- In September, a worker injured his ankle when he slipped on the edge of a curb. Six days were lost in October. A further 21 days have been lost in November as he recovered.
- In October, 12 days were lost when a worker suffered a deep puncture wound. He was removing worn scarifier tips from a grader tine when a piece of steel was dislodged and entered his leg. A further 5 days were lost in early November as he recovered.
- In November, 2 days were lost when a worker received a cut to the eye when the safety glasses he was putting on snapped across the bridge
- In November, a worker injured his knee when stepping up into a truck, losing 12 work days in December as he recovered.
- In December, a worker tripped over a bar, falling and fracturing wrist, losing one day from work.
- In January, worker struck the top of their foot with a wacker packer, losing 2 days.

**Injury Frequency Rates 12 month rolling average**



**Lost Time Injury Frequency Rate Comparison**



**Legend**

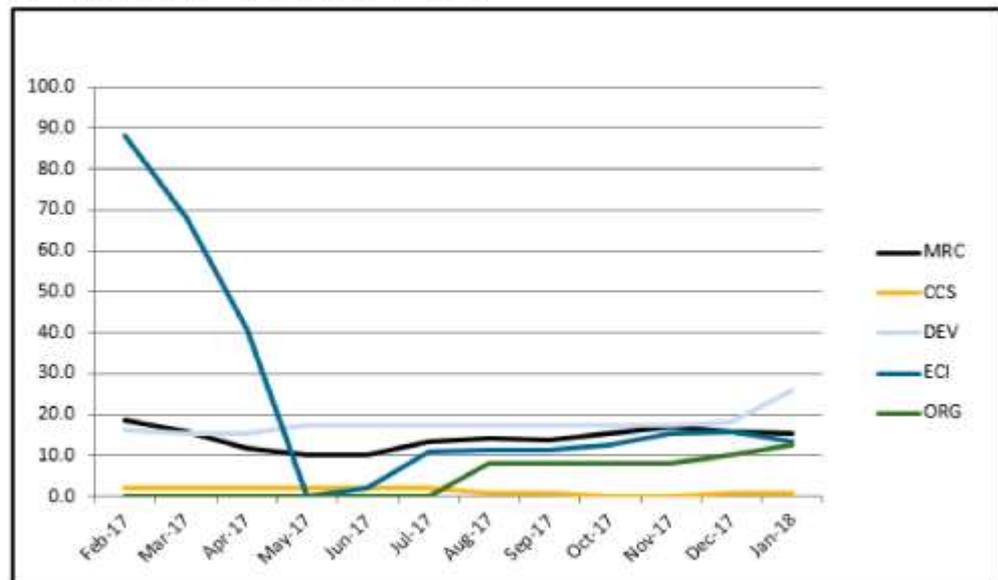
MRC	This year	
	Last year	

All Group E Councils	This year	
	Last year	

This data is provided by MRC's workers compensation insurer LGW, and depicts the cumulative LTI frequency rate over the course of the current financial year, compared to comparable councils (Group E councils).

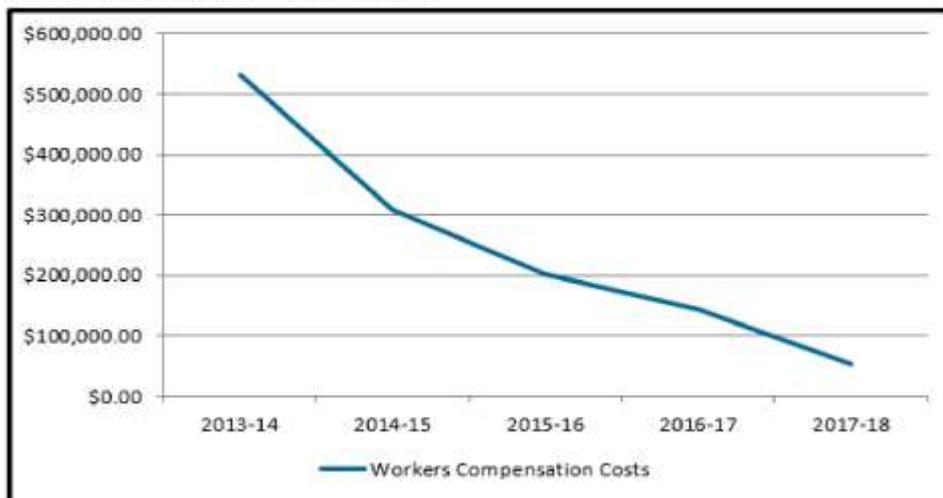
Our LTI frequency rate is below the *All Group E Councils* rate. Where applicable, this data includes 'journey claims' i.e. injuries sustained while travelling to and from work, as these are included in the LGW data.

**Duration Rates 12 months rolling average**



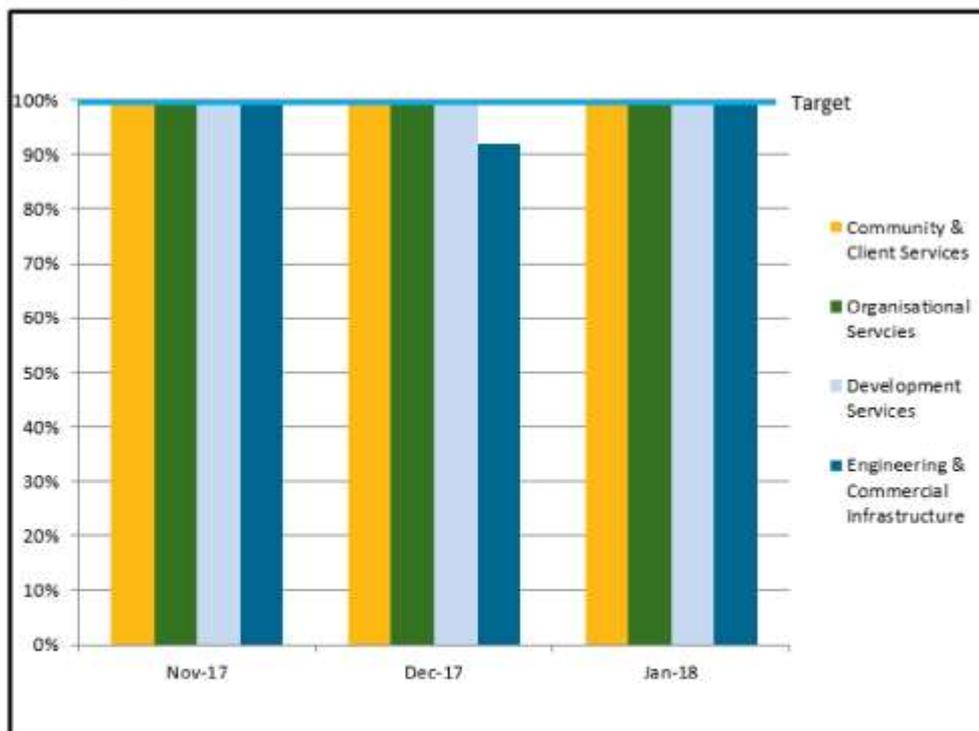
This graph shows the average severity of injuries calculated on 12-month rolling average.

**Workers Compensation Claims Costs**



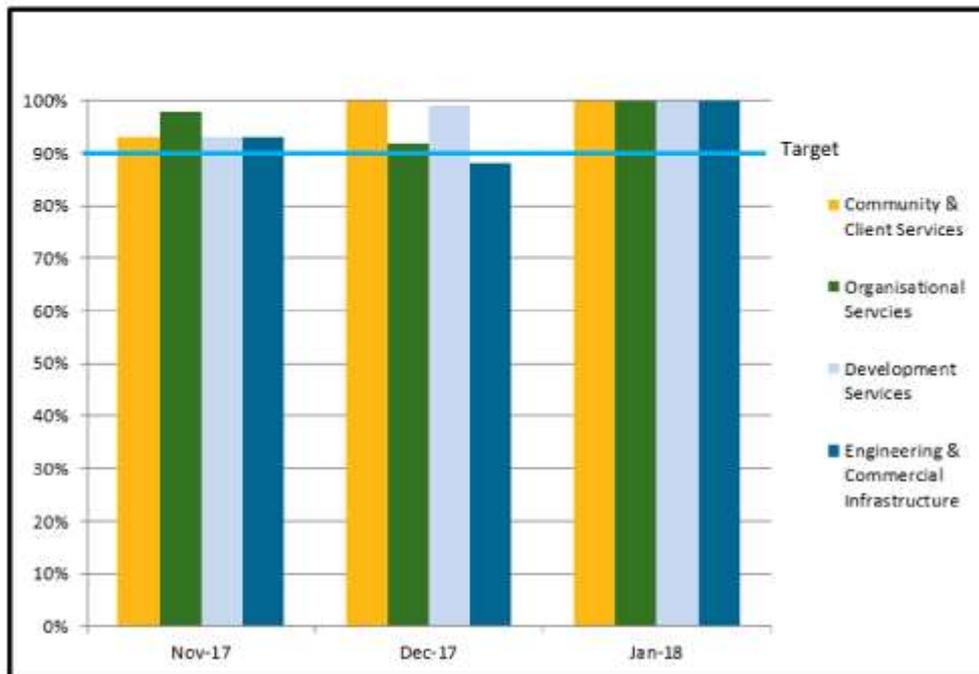
Reduced workers' compensations costs are an indicator of improved safety outcomes and will result in lower insurance premiums over time.

**Hazard Inspection Checklists**



A target of 100% has been set for the completion of scheduled hazard inspections. There is an outstanding inspection from December for Engineering and Commercial Infrastructure

**Monthly Action Plans**



Monthly Action Plans (MAP) are planned safety-related actions allocated to work groups over a 12-month schedule and are developed in response to identified risks.

**Glossary**

Group E Incident	Councils with wages greater than \$50 million
Lost Time Injury (LTI)	Any unplanned event resulting in, or having a potential for injury or ill health.
Lost time incident frequency rate (LTIFR)	Incidents that resulted in a fatality, permanent disability or time lost from work of one day / part of a day or more
Duration rate	The number of lost-time injuries per million hours worked.
Reportable Injuries (RI)	Calculated as follows: $\frac{\text{No of LTI} \times 1,000,000}{\text{total hours worked during period}}$
	<u>Days Lost</u> # of LTIs
	Incidents that result in a Lost Time Injury (LTI), Suitable Duties Injury (SDI) and Medical Treatment Injury (MTI)

## KEY INITIATIVES

This section provides a summary of key initiatives linked directly to the Office of the Mayor and CEO for 2018/19. Many of these initiatives utilise staff and resources from key areas of the business however are not necessarily reported through Standing Committee reports.

### 2.1. Summary of key projects and initiatives

Strategy	Action	Measure	Start Date	Est		Status	Comments
				Complete Date			
People & Culture	Implement industry-leading people management practices including recruitment, training and development, performance management, and workforce planning.	<ul style="list-style-type: none"> <li>Develop and implement a plan for the use of workforce planning, succession planning and a talent management tools and framework</li> </ul>	Jul 17	May 18	<span style="color: green;">●</span>	Good progress being made. Draft strategies have been developed and endorsed by SLPT. Initiative around diversity and equality also commenced.	
		<ul style="list-style-type: none"> <li>Reshape the Council approach to recruitment and selection to improve the quality of successful candidates</li> </ul>	Jul 17	May 18	<span style="color: green;">●</span>	Some review work commenced.	
Meet or better 17/18 budget targets for operational and capital. Ensure LTFF data and information is sustainable and accurate.	<ul style="list-style-type: none"> <li>Ensure revenue and costs are as per budget or better.</li> </ul>	<ul style="list-style-type: none"> <li>Meet business budget target. Stretch target to balance full year budget</li> </ul>	Jul 17	Jun 18	<span style="color: green;">●</span>	Second quarter reforecast continues to show a balanced budget which is an improvement on budgeted deficit of \$1.1m.	
	<ul style="list-style-type: none"> <li>Develop strategies to reduce costs with agreed impacts on service levels</li> </ul>	<ul style="list-style-type: none"> <li>Introduce Business plans for all departments as part of the 2018/19 budget</li> </ul>	Jul 17	May 18	<span style="color: green;">●</span>	New Business plans will be implemented as part of 2018/19 new financial year.	
	<ul style="list-style-type: none"> <li>Continue First principles review of Council operations</li> </ul>	<ul style="list-style-type: none"> <li>Implement and improve accuracy of Business cases for all capital projects for 18/19 budget.</li> </ul>	Jul 17	Mar 18	<span style="color: green;">●</span>	Business cases submitted for all proposed capital projects for 2018/19 at improved level of detail from previous year.	
	<ul style="list-style-type: none"> <li>Improve accuracy of LTFF forecasts to ensure minimal increases for ratepayers into future with sustainable outcomes.</li> </ul>	<ul style="list-style-type: none"> <li>Total Costs for 18/19 Budget to be at or reduced levels from 17/18 actual estimated costs.</li> </ul>	Jul 17	Jun 18	<span style="color: green;">●</span>	Due for review in May 2018.	
		<ul style="list-style-type: none"> <li>Review and optimise LTFF with greater accuracy on future capital forecasts.</li> </ul>	Jul 17	Jun 18	<span style="color: green;">●</span>	Working group set up with several meetings held with opportunities to be presented as part of 18/19 budget	

Strategy	Action	Measure	Start Date	Est		Status	Comments
				Complete Date			
	<ul style="list-style-type: none"> <li>Complete financial sensitivity analysis for LTFF for the Priority Development Area project</li> </ul>	<ul style="list-style-type: none"> <li>Prepare and present full LTFF implications of PDA financial sensitivity analysis to Council by Oct 17</li> </ul>	Jul 17	Oct 18		●	Initial sensitivity analysis completed as part of PDA declaration process. Further work will be completed once concept design and budgets are set.
Deliver capital works projects in accordance with budget timelines	Deliver the capital works program on time and in line with the 2017/18 original budget and carry-overs from previous year	Percentage of the capital works program including carry-overs completed against the original budget including carry-overs considering scope changes, contingency and project savings and new or deferred projects – 90%	Jul 17	Jun 18		●	New capital report identifying areas of activity that need further attention. Actions to deliver a more effective project management delivery structure well advanced with approval given by Council to recruit a new Director of Capital Works. Applications have closed for the position with interviews planned for February
Promotion of local suppliers and local stimulus	Undertake standard review of the Procurement/Local Buy policy	Complete Review with endorsement by Council	July 16	Oct 17		●	<b>Complete.</b> Revised Policy adopted by Council at 25 October 2017 meeting.
Regional Identity	<p><b>Northern Australia Alliance</b></p> <p>Participate as a strategic and active partner in the Northern Australia Alliance ensuring the Mackay region maximises these opportunities to advocate for, and influence, government policies for the benefit of the region.</p>	Number of Mackay regional issues that GW3 advocate for via the Northern Australia Alliance minimum of 2	Jul 17	Jun 18		●	GW3 has secured membership of Northern Australia Alliance. Advocacy items pending.
Regional Identity	<p><b>Working Together with Neighbouring Councils</b></p> <p>Maximise the opportunities through active participation in the Greater Whitsunday Region of Mayors to build strategic alliances, advocate on regional priorities and collaborate to capitalise on opportunities for joint cost savings and improve service delivery</p>	Number of active/successful ventures through NAS or other mechanisms of 6	Jul 17	Jun 18		●	Current joint activities include: CEO's Group meetings, WIM Alliance, Joint Government Deputations and Traded services initiatives through Shared Services
Improved Disaster Preparedness	Build community preparedness and responsiveness to emergencies and natural disasters by coordinating recovery actions and	100% completion of Development of action plan with all key actions listed and targets set with minimum 75%	Jul 17	Feb 18		●	Action plan from TC Debbie updated and actions tracked and distributed to councillors in early November. Outcomes from

Strategy	Action	Measure	Start Date	Est		Status	Comments
				Complete Date			
	learnings from LDMMG, State and council following TC Debbie	completion of key actions achieved					communication report now finalised and being actioned including meetings planned with Ergon, Telstra, Optus and others on how we move forward.
Environmental Sustainability	Promote sustainable practices and respond to climate change in council's operations.	Complete the renewable energy initiative project with minimum of \$250K of savings to be realised by end 2018.	Jul 17	Jun 18		●	Tenders were issued during January to shortlisted EOI respondents for 20 of MRC's highest power usage sites for solar panel installation with plan to bring to council proposal by March/April. Other initiatives include sealing MECC roof with thermal shield and replacement to high efficiency lights (~3000 lights) in admin building with savings of ~\$45K per annum in power realised.
		Adopt new Sustainability Policy and achieve all outcomes for 2017/18 from that policy.	Mar 17	Jun 18			Strategy adopted by Council in August 2017 and initiatives from action plan now on track to be delivered.
Liveability/ promotion of region	Advocate, seek funding, commence works and complete key projects linked to the promotion and liveability of the Mackay region	<b>Mackay Regional Sports Precinct</b>	Jan 17	Feb 19		●	Contract awarded at Special Council meeting of 8 November 2017. Contractor has established on-site, and construction has commenced with earthworks.
		<b>District Skate Park</b>	Jul 17	Sep 18		●	Approval for funding received in early Aug. Final concept design completed and tenders were issued in January 2018. Construction aimed to be complete August 2018.
		<b>Sarina Field of Dreams</b>	Feb 17	Aug 18		●	Civil works and landscaping works commenced and VIC tender approved in September. Project on track. With all major contracts now commenced.

Strategy	Action	Measure	Start Date	Est Complete Date	Status	Comments
		<p><b>Sarina City Centre Revitalisation</b> Finalise concept design with accurate costing completed for consideration for the 2018/19 budget</p> <p><b>Complete business case analysis for;</b></p> <ul style="list-style-type: none"> <li>* Mining Centre of Excellence</li> <li>* Mountain Bike strategy</li> <li>* RV and Caravan Strategy</li> <li>* Recreational Fishing Strategy</li> </ul>	Jul 17	Dec 18	●	Council briefed in November on options. Further briefing planned in March.
			Jul 17	Jun 18	●	Business case work has commenced. State election promises of \$3.6M for new centre and started liaising with state on detail around this.
						Business case tender has been awarded during January to Otium.
						Working with Mackay Showgrounds on possible RV site with their processes advanced with the State. Next step for them is consultation.
						Heavy focus on fishing infrastructure currently with other strategy outcomes being developed. \$3.9M of boat ramp infrastructure submitted as part of latest round of BBRF, and funding of \$100,000 achieved from State for assistance with strategy projects.
Economic Stimulus	Facilitate catalytic land and infrastructure development by attracting investment through joint ventures and partnerships with the private sector, and by working with state and federal governments on joint initiatives	Number of advocacy activities undertaken for identified opportunities of at least 4	Jul 17	Jun 18	●	Agreed list of 10 projects has been identified. Lead agencies have been allocated.

Strategy	Action	Measure	Start Date	Est		Status	Comments
				Complete Date			
Improved asset Management	Ensure that asset management aligns to the council's strategic direction and that effective asset management practices are in place to optimise the use of council's assets required to deliver services to the community.	New and revised asset management systems are implemented and operational – Jun 18	Jul 17	Jun 18		●	Working group developing action plan
	Provide oversight and strategic guidance to ensure that assets, property and plant are managed appropriate to the required service delivery standards.	Maintenance management activities are transitioned into the corporate Asset Management System – Jun 18					●
Continuous Improvement Focus	Implement a sustainable and active continuous improvement process.	Identify opportunities to review performance and generate ideas for improvement form all layers of the organisation.	Jul 17	Jun 18		●	First Principles Review Committee set up to continue review process. Options will be discussed as part of 18/19 budget
Industrial Relations	To commence negotiations for 2016 EA with workforce.	Complete new EA	July 16	Dec 17		●	<b>Complete.</b>

● On Track    ● Potential Issues    ● Definite Issue

## 2.2. Cyclone Debbie Update

### Category B

The last submission under Category B has been forwarded to QRA for assessment and approval. This submission, for works totalling \$2.2M, primarily covers restoration works for landslips on Mt Blackwood Access Road, Chelmans Road & Dalrymple Road.

The grading and gravelling of the unsealed road network is continuing. These works are being undertaken in conjunction with Works for Queensland and normal maintenance works. Drainage repairs have also been undertaken on Mark Andrew Terrace in Sarina. The only other outstanding submission, mainly for restoration works on sealed roads, has received preliminary approval from QRA. Final approval should be received in the next two weeks.

The tenders for Sichtler Street have been assessed and will be awarded early February under delegation. The lowest tenderer has indicated that works will be completed by the end of April.

### Category D

Detailed design on two of the three proposed betterment projects (Sievers Road in Oakenden & Hinton Road, Koumala) is continuing and will be completed in February. The design for Graham Road has been completed.

It is expected to commence work on Sievers Road at the end of February, Hinton Road in April and Graham Road in July.

Approval has been received for restoration works, to pre STC Debbie condition, on beaches at Grasstree Beach, McEwens Beach, Blacks Beach, Cape Hillsborough, Ball Bay, Holiday Bay, Seaforth & Midge Point. The value of these works is \$2.3M and is in addition to the earlier approval for works on Lamberts Beach, Cape Hillsborough Beach and Armstrong Beach totalling \$1.0M.

Council's application for further works, totally \$4.6M, at Midge Point and Lamberts Beach to restore the beaches to their condition 10 years ago and at St Helens Beach to strengthen the existing groynes has been assessed by QRA and submitted to the Minister for consideration separate to NDRRA.

Quotation documentation is being prepared to engage an engineering consultant to undertake the detailed design of the works at Lamberts Beach & Midge Point. It is anticipated that these works will be completed by September 2018. The works at the other beaches will be undertaken between April and August 2018.

## GREATER WHITSUNDAY COUNCILS OF MAYORS (GWCoM'S)

### 3.1. Greater Whitsunday Council of Mayors (GWCoM's) – formerly Whitsunday Regional Organisation of Councils (WROC)

WROC has decided to rebrand under the name Greater Whitsunday Council of Mayor's.

Continuation of the joint group in conjunction with the Councils of Isaac and Whitsunday.

Membership involves the Mayor and CEO of each of the three (3) Councils, supported by various staff from applicable Councils. The part time Executive Officer who previously focused on projects has left the organisation, with most projects transitioning to others including WIM Alliance and GW3.

It was agreed to form a CEO's group between the three Councils. The intent of this group is to handle the more Council 'business' matters and look for possible synergies between Councils at CEO level and allowing focus on higher level and strategic issues for the region by the wider group.

The latest CEO group meeting was held 8 December 2017, with 2018 meeting dates to be set at the upcoming February meeting of GWCoM's. Key items are either actioned directly, or recommended to full a GWCoM's meeting.

There has been no further meeting held since last report.

#### Next Stages

The schedule for GWCoM's meetings has been set for 2018 with the next meeting listed for 15 February 2018 to be held in Isaac. A number of external attendees are expected at this meeting including from LGAQ, RDA, GW3, and Department of State Development, Manufacturing, Infrastructure and Planning representatives from Mackay and Cairns.

## MAJOR PROJECT UPDATES

### 4.1. Capital Summary report

The following capital information provides a summary of the status of delivery for the capital program for 2017/18. The amended budget includes amendments to the capital program adopted by council in November. Continual adjustments will be made to the program as required throughout the year including incorporation of some projects associated with cyclone damage repairs.

Currently we have 505 projects listed to complete, which has increased from last month (was 485) with some identified projects being transferred from header accounts. Some cyclone projects (mainly Category D environmental projects) are still to be determined and will be included in future reports.

#### 4.1.1 Financial Performance

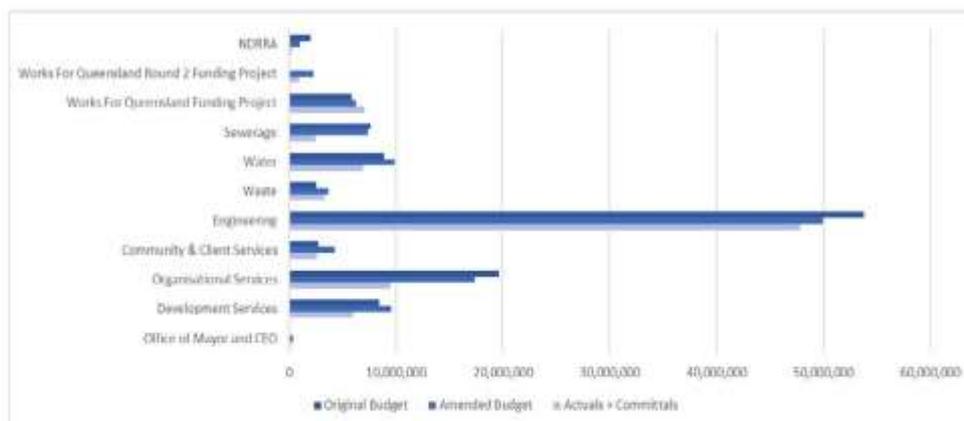
The table below summarises the total financial summary for the 2017/18 capital projects budget. This does not include additional TC Debbie damage projects that fall into Category A, Category B, Category D or insurance as they are still being scoped and finalised re-funding with the State Government. We expect these will be added within the next two months once funding is known and approved.

The current forecast total spend is \$111.6M (original budget \$111.5M) as shown below.

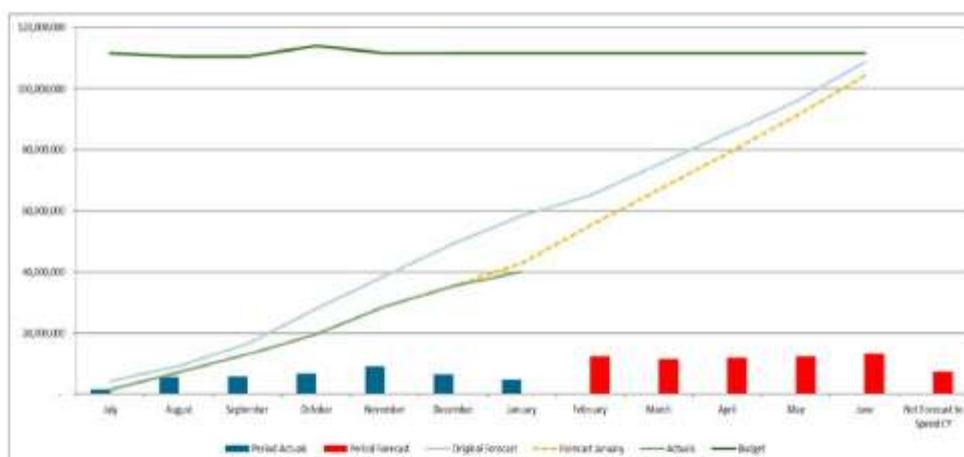
As at 31 January 2018 we have spent \$40.1M of actuals on these projects which represents approximately 36% of the total budget. However, when you include committals for works underway or approved that are not yet invoiced, this increases to \$86.6M or around 78% of total. It is not uncommon to have lower spend earlier in the year as projects are being fully designed and contract documentation is prepared. Into the future, we want to have more of this "upfront" work completed before projects are approved as part of the budget.

The following table shows the spend per department area for actuals plus committals as at end of January against each area's total budget.

Capital Projects Expenditure 2017/18					
January 2018					
Department	Original Budget	Amended Budget	Actuals	Actuals + Committals	% Spent of Amended Budget
Office of Mayor and CEO	100,000	307,095	140,685	140,685	45.81%
Development Services	8,433,334	9,501,635	3,705,089	5,925,646	62.36%
Organisational Services	19,676,736	17,339,602	4,318,118	9,437,733	54.43%
Community & Client Services	2,737,103	4,217,435	2,446,563	2,556,658	60.62%
Engineering	53,779,805	49,958,402	13,984,875	47,843,218	95.77%
Waste	2,544,761	3,611,669	2,079,207	3,290,561	91.11%
Water	8,886,462	9,886,462	4,334,723	6,851,880	69.31%
Sewerage	7,580,244	7,342,661	1,829,635	2,445,589	33.31%
Works For Queensland Funding Project	5,839,956	6,207,212	7,017,373	7,024,252	113.16%
Works For Queensland Round 2 Funding Project	0	2,279,000	172,532	948,122	41.61%
NDRRA	2,000,000	1,000,000	104,991	176,573	17.57%
<b>Total</b>	<b>111,578,402</b>	<b>111,691,153</b>	<b>40,133,790</b>	<b>86,641,116</b>	<b>77.60%</b>



### Capital Expenditure Forecast 2017/18



This graph shows the current predicted spend (actuals only) per month and accumulated spend. As we continue to improve in the amount of pre-work the cash flow will be more even however, we expect for the first half of this year actual spends will be lower than that forecast and will increase dramatically in the second half of the year as contracts commence and works are finalised.

#### 4.1.2 Key Contracts Approved for January

A list of key contracts that have been finalised and approved for the month is given below. In total these contracts are valued at ~ \$1.5M. There are smaller packages of works (not included below) that have also been awarded for the month of January linked to capital.

Contract	Amount Award (ex GST)	Contractor
Quote 2018-047 Firewall Projects	\$ 75,000.00	Dimension Data
Quote 2018-048 End Point Protection	\$ 82,000.00	Dimension Data
Quote 2018-054 Construction of 29 various bus shelters	\$290,000.00	Seaforth Civil Pty Ltd
Quote 2018-059 Asphaltic Concrete Treatments	\$965,000.00	Fulton Hogan Industries Pty Ltd
SQ 2018-025 Construction of Concrete driveways - Mirani	\$ 72,000.00	Vassallo Constructions Pty Ltd

#### 4.1.3 Project Status

As this report has been brought forward in the month there is no updated information since last report. This information will however be updated moving forward

## 4.2. Mackay Regional Sports Precinct Project

### Project Status Report as at 12<sup>th</sup> January 2018

The Mackay Regional Sports Precinct is a funded project between Mackay Regional Council and the Federal Government under the National Stronger Regions Fund, and in partnership with Central Queensland University and sporting associations in Mackay. The overall vision is to jointly develop a multi-facility Precinct which caters for the future growth of Mackay and meets the clearly identified future planning needs for sport and recreation in the region.

#### 4.2.1 Project Outcomes for Stage 1

The outputs of Stage 1 (1a and 1b) of the Precinct will include the following deliverables:

Stage 1a - Athletics Facility including synthetic surface running track and field event facilities. The associated clubhouse building will include spectator stands, general lighting (excluding field lighting), roads/drop-off areas, car park, path links within site and landscaped surrounds.

Stage 1b – Aquatic Centre includes a 50-metre outdoor pool, heated pool and program pool, as well as reception and amenities buildings.

Car parking facilities, security lighting/CCTV cameras and site infrastructure will also be delivered which comprises the services required to the overall site. These include sewerage, water supply, electricity, communications services and minor stormwater.

Items including athletics equipment and clubhouse/kitchen 'loose' items such as furniture and equipment are not part of the project as they are not eligible for funding. Work will be undertaken with the ultimate facilities users over equipment including existing items held as well as other potential funding opportunities.

As a result of the Council Resolution at the 8<sup>th</sup> November 2017 Special Meeting to increase the budget for the project, the scope will now include the following:

*Aquatics*

- Heating to 50m pool,
- Cover to 25m pool,
- Solar system,
- Pool equipment,
- Grassed area for future splash pad

*Athletics*

- Storage shed,
- Increased landscaping and irrigation,
- Carpark for 25 cars

**4.2.2 Project Budgets/ Financial Summary**

As a result of the Council resolution at the 8<sup>th</sup> November 2017 Special Meeting to increase the budget for the project, the budget for the Mackay Regional Sports Precinct will increase by \$3,690,980.

Total revised stage 1 budget	\$23,798,585
NSRF funding approved	\$9,996,196

The project is funded by MRC and the Federal Government.

Budget item	Value
<b>Approved project budget</b>	<b>\$23,798,585</b>
Less = Committed funds (mainly Paynter Dixon contract)	\$20,835,607
Less = Spend to date (design and management costs)	\$1,032,357
<i>Remaining below</i>	
MRC project contingency	\$1,000,000
MRC costs (design, management and other costs)	\$930,621

Note the total commitments for the project are \$20,835,607 representing a large increase in commitments for January was due to Purchase Order being raised for the main Contract work.

**4.2.3 Key Project Dates (Stage 1)**

Activity	Anticipated dates
Award main D&C contract	08 Nov 2017
Commence drain site works (15 months construction)	Mid Jan 2017
Commence detailed design on sports precinct	Late Nov 2017
Construction of Stage 1	Nov 2017-through
	2018-Feb 2019
Handover period	Jan-Feb 2019
Practical Completion – soft opening	Feb 2019

#### 4.2.4 Project Status Summary

The funding agreement was received in December 2016, and is now fully executed. The lease of the 12Ha subject land with CQU has been agreed and executed and is now being registered.

#### 4.2.5 Project Governance

The current Project Control Group (PCG) has been revised from the previously wider group. The PCG has been reduced with a focus on project delivery, with a wider group including representatives from Central Queensland University to be used for reference and liaison generally.

The revised Project Control Group consists of the following membership:

- MRC Chief Executive Officer, Craig Doyle (Chair)
- MRC Executive Officer, David McKendry
- MRC ECI Director, Jason Devitt
- MRC Director Community & Client Services, Bridget Mather
- MRC Project Manager, Jim Carless

The Project Control Group meets monthly.

#### 4.2.6 Major Recent Project Activities

- Possession of site issued for the MRSP PPR1 Works.
- Grubbing & Clearing of site has commenced.
- Stripping & stockpiling of topsoil has commenced.
- Fencing to Eastern Drain corridor.
- 50% design meeting with the contractor. The contractor has provided 50% completion of architectural plans for the MRSP for client review.
- Project update #4 available on the Council website and provided to stakeholders.
- Continuing consultation with stakeholder groups on included scope items, operating model for precinct, and event attraction.
- Project Team moved to CQU site office.

#### 4.2.7 Planned Project Activities

- Site visit for senior Council staff (Project Control Group).
- Complete grubbing & clearing of Lot 2.
- Complete stripping of topsoil & cart spoil heaps Lot 2.
- Remove all furniture, light poles & shelters in Lot 2.

- Alterations to the existing water & sewer services east side.
- Start excavation of Ferris Gully west side.
- Excavate for pools
- Start pool construction.
- Continuing consultation on operating model for precinct, with monthly meetings planned for further discussions.



Figure 1 - cleared site



Figure 2 - Concept Design 25m Covered Pool



*Figure 3 - Concept Design Athletics Pavilion*

### 4.3. Mackay Showground Redevelopment

#### 4.3.1 Project Summary

The project involves the following aspects:

- Construction of undercover Equestrian arena
- Construction of new Grandstand
- Kitchen install (500 Pavilion & Big Shed)
- Water main relocation

The total project cost is \$4.61M, with contributions from:

- |                                       |         |
|---------------------------------------|---------|
| • Qld State Gvt (Building our Regions | \$2.3M  |
| • Mackay Show Association             | \$1.26M |
| • Mackay Regional Council             | \$1.05M |

Council's contribution is made up of \$700,000 for relocation of the water main, and \$350,000 from the Better Community Building Fund.

Mackay Show Association is undertaking procurement and tender processes and associated contract payments directly, with claims to Council for reimbursement under the funding.

#### 4.3.2 Latest Developments

- TF Woollam Constructions (Woollams) awarded the main construction contract. The contract is a Design and Construct Contract, with designs completed for both the new Grandstand and Equestrian arena, and building approvals obtained.
- Construction activities have commenced on-site with the Grandstand structure erection and Equestrian Arena, both well advanced. Structural framing is completed for both, and roofing will be completed for both early February.
- Council has awarded the water main replacement component to Vassallo Constructions who has commenced on-site and is making good progress with favourable weather.
- Stormwater has been installed, and fire hydrant lines laid for both facilities.

**Concept Plans**

**Equestrian Centre:**



VIEW FROM SOUTH EAST  
1:1



VIEW FROM NORTH WEST  
1:1

**Grandstand:**



**Construction Photos**



Grandstand facility with structural framing installed, and roofing in place



Equestrian facility structural framing completed awaiting installation of roofing

#### 4.3.3 Next Stages

- Early February will see the completion of roofing for both the Grandstand and Equestrian Arena buildings.
- Water Main replacement is well advanced with favourable weather and progress expected to continue

#### 4.4. Sarina Field of Dreams Parkland Masterplan and new Mackay Region Visitor Information Centre

The Sarina Field of Dreams Parkland Masterplan and new Mackay Region Visitor Information Centre project includes the refurbishment of the Sarina Railway Station into a new Visitor Information Centre for the Mackay Region and further finalises the delivery of the Sarina Field of Dreams Parkland Masterplan, which includes improved car parking and long vehicle parking facilities.

##### 4.4.1 Project Summary

The project is being undertaken through three key stages of delivery:

- **August – January** - Civil & Landscaping construction works for the Parkland Masterplan
- **November – March** - Design & Construction work for the Sarina Railway Station refurbishment
- **November – June** - Design & Construction work for new Visitor Information Centre and Parkland signage

Civil & Landscaping construction works for the Parkland Masterplan is now in the process of entering maintenance periods, as per contract requirements.

The 'Design Phase' of the Signage and Wayfinding project component is undergoing final stages of detail design.

##### 4.4.2 Financial Summary – 1 February 2018

<b>Project Budget</b>		
SRIPP Queensland Government Funding		\$1,300,000
Mackay Regional Council		\$2,150,198
	<b>TOTAL</b>	<b>\$3,450,198</b>
<b>Project Spend</b>		
Committals		\$1,410,507
Actuals		\$1,522,459
	<b>TOTAL</b>	<b>\$2,932,966</b>
<b>Funding Instalments</b>		
Milestone 1 – 30 June		\$0
Milestone 2 – 31 October		\$243,804
	<b>TOTAL</b>	<b>\$243,804</b>

Milestone 3 reporting required to be submitted on 28 February 2018.

#### 4.4.3 Planned Project Activities

- Finalise minor Parkland works
  - Seeding of balance areas across the Parkland
  - Installation of Parkland furniture
  - Installation of Parkland fencing (bin screens, retaining wall, playground)
- Undertake maintenance work to site per contract requirements
- Ongoing detail design for Signage and Wayfinding, including geotechnical investigations for design and location suitability
- Completion of imperative structural work in the Railway Station VIC
- Tiling of amenities (internal and external) in the Railway Station VIC
- Commence installation of air conditioning systems in the Railway Station VIC
- Ongoing pre-paint maintenance work (repair to concrete columns, in-situ new concrete)



**Photo 1:** Finalisation of turf installation and planting of large trees across the Parkland



**Photo 2:** Finalisation of turf installation and planting of large trees across the Parkland



**Photo 3:** Removal of concrete panels from breezeway and supporting structural components



**Photo 4:** Repair works and concrete in-situ New concrete works at Visitor Information Centre entrance

#### 4.5. Mackay Skate and Wheeled Sports Plaza (Norris Road Skate Park)

##### Overview

The Mackay Skate and Wheeled Sports Plaza, a jointly funded Council and Federal Government (Building Better Regions Fund) project, and will be the region's first district level state of the art skate park facility. The skate park will include mix discipline skate and wheeled sports rideable features, as well as recreational area including half basketball court, BBQ's and shaded seating areas.

##### Finance

Spend to date is \$112,979 (concept design, survey and investigations) and further commitments are \$4,846 (detailed design).

##### Program

Anticipated timeframes for project design and construction outlined below.

Final Design Completion	22 <sup>nd</sup> December 2017
Tender Open (4.5 weeks)	6 <sup>th</sup> January 2018
<b>Tender Close</b>	<b>6<sup>th</sup> February 2018</b>
Council Award	28 <sup>th</sup> February 2018
Construction Commencement (22wks duration)	5 <sup>th</sup> March 2018
Practical Completion	6 <sup>th</sup> August 2018
First major event (tentative) – details TBA	Early OCTOBER 2018

##### Major Recent Project Activities

- Tender issued 05.01.18
- Site investigations for possible early works.
- Ongoing stakeholder liaison regarding the design elements within the skate park.
- Early discussions about possible major events in late 2018 following opening.

##### 4.5.1 Planned Project Activities

- Review tenders early February.

- Recommend award to successful contractor by end Feb.
- Close out discussions with key stakeholders about scope items and specific work items.
- Continue discussions about facility use with view to securing agreement by March for a 2018 championships/event.





Community and Client Services Monthly Review 25 November 2017 - 31 January 2018



# Community and Client Services

Monthly Review

25 November 2017 to  
31 January 2018

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# 1. Highlights of the Month

PROGRAM	PROJECT	DETAIL
COMMUNITY LIFESTYLE	BMA Kidspace-To-Go	A Kidspace 'to-go' Christmas workshop was held at the CWA Hall in North Eton in the Pioneer Valley on December 12, 2017 with over 110 parents and children attending.
	1918 Cyclone Exhibition	The 1918 Cyclone Exhibition was opened to community on Friday January 19 in the JCC Exhibition Space. The exhibition is the combined effort of the region's museums and the Library Heritage Collection team.
MECC & EVENTS	New Year's Eve	Mackay City Centre New Year's Eve River Party at Bluewater Quay was a hugely successful event. The strategic timing change of the event to run from 6pm to 9pm was ideal, particularly as the focus was 'family-friendly'. This then encouraged higher patronage into the City Centre operators from 9pm onwards.
	Strong Attendance numbers for January	Overall January attendance at the Centre was strong, in comparison to recent January periods. This is due to the Pro Darts Event and over 1000 regional educators attending a compulsory training day. This event has re-booked for January 2018. Deadly 60, a very family targeted performance was held during the school holiday period which saw over 2,600 patrons through the doors.
CORPORATE COMMUNICATIONS & MARKETING	Mayor's Christmas video	Extensive editing and shooting by staff to produce a quality Christmas video for Facebook. The video attracted 12,000 views and has set the benchmark for future social media videos.
	Australia Day awards/celebrations	A successful awards night conducted with 167 nominations received. A crowd of 445 attended. Positive feedback from the community events which received council funding to hold Australia Day events.
EMERGENCY MANAGEMENT	Cyclone Saturday	Public awareness campaign held on 9 December 2017.
	Guardian Training	Disaster system training provided to internal and external attendees on 30 November 2017.



Community and Client Services Monthly Review 25 November 2017 - 31 January 2018

<b>HEALTH &amp; REGULATORY SERVICES</b>	Pest Management	<p>Officers continued to respond to wild dog and pig complaints across the region over the period, in particular assisting land owners with baiting and trapping. This has helped reduce numbers during this period when wild dogs and pigs are highly mobile.</p> <p>Spraying Giant Rats Tail (GRT) Grass and Parthenium on roadsides has also featured highly in the work that Officers have completed.</p>
	Heavy Vehicle Parking	<p>With the regulation of heavy vehicle parking on private property no longer in the Planning Scheme, a draft Heavy Vehicle Parking Local Law has been created and been available for the community to review and make submissions. There has been interest within the community about the local law and Officers have been responding to enquiries from residents and industry groups about the law and how it may impact them.</p>

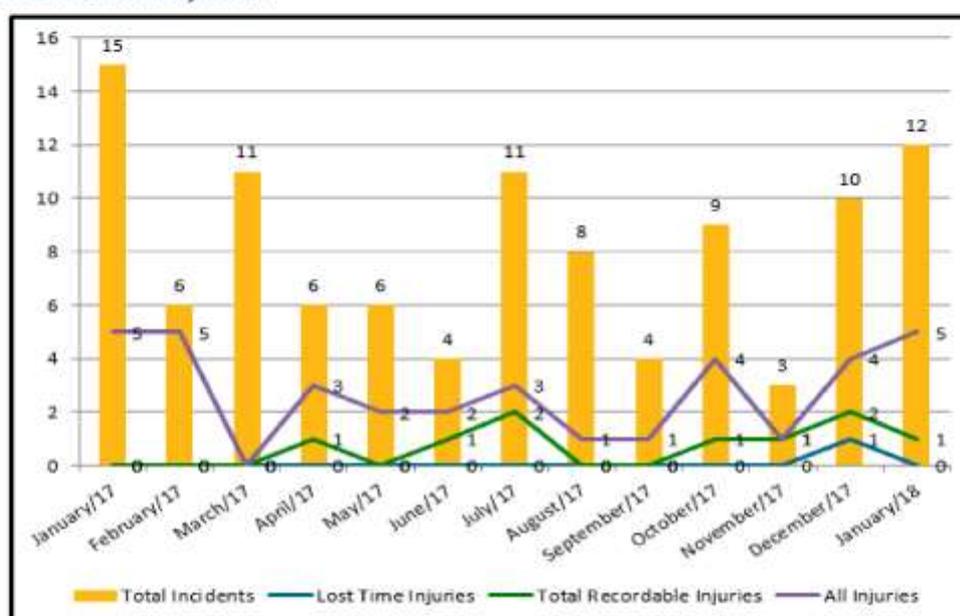
Bridget Mather  
Director Community & Client Services.

## 2. Workplace Health & Safety

### Summary

Twelve incidents were reported in January.

### Incidents and Injuries



Five injuries to MRC employees were reported in January:

- A worker bumped their knee on a hard drive tower attached to the underside of their workstation.
- While cleaning a food blender, a worker cut their finger on a blade.
- A worker experienced asthma attacks after use of chemicals.
- A worker suffered minor burns when a small piece of metal flew out of an exhaust on a quick spray pump.
- A worker felt pain in their back when the ram of an office chair failed suddenly, dropping the chair to the lowest height setting.

Two incidents involving a member of the public were reported in January:

- The indecent behaviour of a library client, was observed and reported by other library users.
- A non-staff member fell from their wheelchair after it ran off a pathway in the Administration Precinct.

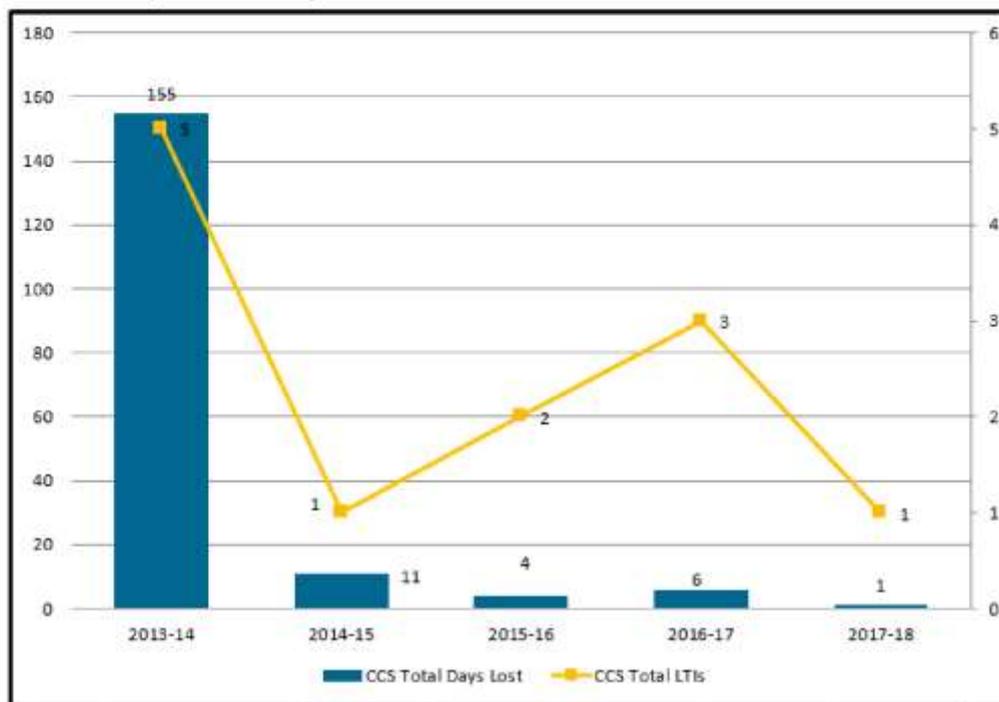
Five near miss incidents were reported in January:

- A MRC driver narrowly avoided a collision after they drove into an intersection.
- A driver was starting to move a vehicle that was parked on slight incline, when it rolled backwards hitting another vehicle.
- A vehicle collided with a kangaroo.
- Workers contacted Police for assistance in dealing with unreasonable customer.
- Damage to a vehicle was reported; cause unknown.

Each incident is investigated and appropriate corrective measures implemented, to reduce future risks.



### Lost Time Injuries & Days Lost



Department	2013-14		2014-15		2015-16		2016-17		2017-18	
	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
Corporate Communications										
Community Lifestyle	3	98			2	4				
MECC & Events	2	57	1	11			2	4		
Emergency Management										
Health & Regulatory Services							1	2	1	1
<b>Community &amp; Client Services</b>	<b>5</b>	<b>155</b>	<b>1</b>	<b>11</b>	<b>2</b>	<b>4</b>	<b>3</b>	<b>6</b>	<b>1</b>	<b>1</b>

For the 2017-18 year to date there has been one lost time injury, with a total of one day lost.

- In December, a worker tripped over a metal bar, falling and fracturing her wrist.

**Glossary**

Incident	Any unplanned event resulting in, or having a potential for injury or ill health.
Lost Time Injury (LTI)	Incidents that resulted in a fatality, permanent disability or time lost from work of one day / part of a day or more
Total Recordable Injuries (TRI)	Incidents that result in a Lost Time Injury (LTI), Suitable Duties Injury (SDI) and Medical Treatment Injury (MTI)

### 3. Community and Council Happenings

Date and Time of Event	Name of Event	Location	Details	MRC involvement
Now Open	Mental Health Reforms Expressions of Interest	-	Northern Queensland Primary Health Network (NQPHN) is inviting organisations to deliver integrated primary mental health care services as part of the Federal Government's Stepped Care Model reforms being implemented across Australia. Visit: <a href="http://www.primaryhealth.com.au/commissioning">www.primaryhealth.com.au/commissioning</a>	Promotion of the opportunity through our networks.
On-Going	Red Heart Campaign - Helping Kids in Crisis	-	The Red Heart Campaign is seeking donations of toiletry care packs and baby care packs for children living in refuges or hotels as a result of domestic violence. For more information, please email <a href="mailto:admin@theredheartcampaign.com">admin@theredheartcampaign.com</a> or call 0412 274 801, or message The Red Heart Campaign Facebook page.	Promotion of the campaign through our networks.
On-Going Monday - Friday 10am - 3pm	Angicare Low Cost Food Assist Centre	14 Wood Street, Mackay	It carries non-perishables and toiletries available for sale at low cost to eligible card holders.	Promotion of the initiative through our networks.
-	Australia Post Redirection for Special Circumstances	-	Australia Post is expanding the 12-month free mail redirection offers for special circumstances to include support for victims of domestic violence and family violence. Other eligible special circumstances include victims of natural disasters and caretakers for deceased estates. For more information, visit <a href="http://www.auspost.com.au/parcels-mail/manage-your-mail/redirect-hold-mail/redirect-mail">www.auspost.com.au/parcels-mail/manage-your-mail/redirect-hold-mail/redirect-mail</a>	Promotion of the initiative through our networks.

## 4. Financial Performance - 31 January 2018

Operating Result	AMD Budget	YTD Budget	YTD Actual	YTD Variance	%		Comments
4.01 - Community & Client Services Management	394,555	193,253	195,888	(7,366)	99%	●	On track
4.03 - Community Lifestyle	6,755,662	3,915,665	3,576,311	(339,354)	91%	●	Spent and flex budget underspent (approx. \$750K) due to vacant roles for extended period. Balance of variance is due to timing of grants received and expended. Second round of Community Grants has just closed. These monies are expected to be paid by end of March. \$20K has also now been transferred to 4.06 for Basin relief events.
4.04 - MECC & Events	1,869,496	1,178,660	1,343,430	164,769	114%	●	There is a mismatch between revenue received and money expended for some events. Apart from this timing issue, revenue is down 12% on budget forecasts for including. Operational costs are constantly reviewed to ensure as low as possible.
4.05 - Corporate Communication & Marketing	1,614,025	909,916	746,523	(163,393)	82%	⚡	Lower than anticipated wage costs and overheads in advertising spend over Xmas-New Year.
4.07 - Health & Regulatory Services	2,705,488	1,006,279	826,889	(179,390)	82%	⚡	Income from licenses and registrations is minimally higher and employee costs have reduced while recruiting for new Officers.
4.08 - Emergency Management	408,452	(83,496)	(2,126,632)	(2,033,134)	2279%	●	Budget imbalance is due to NDPRR funds from Cyclone Debbie being received. The budget for this is being put forward under December Budget Review.
<b>TOTAL OPERATIONAL</b>	<b>13,827,647</b>	<b>7,113,267</b>	<b>4,554,369</b>	<b>(2,688,926)</b>	<b>64%</b>	⚡	

● Actuals more than 10% over budget 
 ● Actuals between 5% and 10% over budget 
 ● Actuals between 5% over and 10% under budget 
 ⚡ Actuals between 10% and 50% under budget 
 ● Actuals more than 50% under budget



Community and Client Services Monthly Review 25 November 2017 to 31 January 2018



## 5. Community Lifestyle

### 5.1 Community Programs

#### General Community Support

The below table contains combined information from December 2017 and January 2018.

Activity	Volume
Community enquiries	1,061
Emergency Relief Assistance Packages Provided	31
Fuel vouchers provided for Sarina Range residents	51
Back-to-school vouchers for Sarina residents (supported by DBCT)	31
Christmas hampers provided to Sarina residents	24
Sarina Neighbourhood Centre meeting rooms utilisation	29 bookings to support 181 community members
Occasions of JP Services provided to community	46

#### Community Development

Activity	Comments
<b>JCC Bookings</b>	Bookings for the hire of the Jubilee Community Centre and exhibition space continue to be received at a steady pace. To date 22 organisations have made one-off or recurring bookings for the meeting rooms. 2 exhibitions have been held in the exhibition space to date with a further 4 currently confirmed for the year.
<b>RADF Round 2</b>	RADF round 2 closes on Friday, 7 February. RADF initiative 2 (17/18), a partnership between Mackay, Whitsunday and Isaac Regional Councils to facilitate a locally driven community arts process that is inclusive and supports community resilience, recovery and reflection is progressing, with planning through recent meetings held with representatives from all regions. This project is being progressed with support from the Community Development Officer-Recovery from all regions.
<b>Sarina Alliance Reference Group</b>	The Sarina Youth Centre has been instrumental in the development of a Sarina Alliance Reference Group including stakeholders from QLD Health, DATSIP, Mudth Niyleta Corp, PCYC, Sarina State High School and Headspace. The purpose of the group will be to identify and develop strategies/services to be delivered in the Sarina community targeting gaps/barriers for youth aged 12-25 years. The Sarina Youth

	Centre also delivered a suite of programs over the school holidays averaging an attendance of 15-20 young people daily.
<b>Platform Mackay</b>	Platform Mackay (formerly Mackay's Got Talent) has been launched for 2018 with auditions occurring on Sunday, February 25 from 12-4pm, at the Jubilee Community Centre. This year's event is looking beyond young musical talents and is open to talents across the creative and performing industries. The showcase event will be held on Sunday April 22 at the MECC with Mackay's youth at their entertaining best.
<b>Queensland Women's Week</b>	Community Programs were successful in an application for Queensland Women's Week funding receiving \$3000 to support a women's forum during the week of March 3-11. Community Programs are partnering with Zonta and MECC to expand on this year's annual International Women's Day luncheon with funding being used to fund a panel at the luncheon and other activities for free public access including a community market place and free viewing of the Sydney Opera House simulcast.

### Community Meetings / Events / Interagency Meetings.

Across December 2017 and January 2018, **193** meetings and events were held, highlights included:

Activity	Comments
<b>Sarina Community Christmas Celebration</b>	<p>The Sarina Community Christmas celebration was held on December 9 at the Sarina Cultural Hall and Anzac Square precinct. Activities included a city of Bethlehem set up in the Cultural Hall, community choir carols, Christmas tree lighting and an appearance by Santa and Mrs Claus. The event was well supported by the Sarina community.</p> 
<b>Bob Wood Cultural Hall 30 Year Celebration</b>	<p>The Bob Wood Cultural Hall celebrations included two Pride of the Region Awards presented by Mayor Williamson. Members of Bob Wood's family attended the 'Aussie' themed celebrations to cut the cake and unveil a memorial plaque.</p>

	
<b>Pioneer Valley Australia Day Event</b>	<p>Pioneer Valley celebrations included the handing out of valley nominated community awards, a shared morning tea catered by the community and performances from the Valley District Youth Council.</p>
<b>New Disability Service Provider meeting</b>	<p>A new Disability Service Provider interagency meeting was launched on January 23 with 23 representatives from local providers attending. All interagency meetings have been scheduled for the year with meetings now moved to the Jubilee Community Centre.</p>

### Sister Cities Program

Activity	Comments
<b>Student Visit to Japan</b>	<p>Expressions of interest for students and chaperones to visit Matsuura in September have been opened and close on February 26.</p>
<b>Australia Day Skype Event</b>	<p>The Australia Day Skype link-up with Matsuura occurred at Dudley Denny City Library on Sunday 28 January with approximately 20 people in attendance.</p>
<b>Sister Cities Committee</b>	<p>The Sister Cities Committee are currently reviewing their level of involvement with the Matsuura Sister City program, given the capacity of the current group of volunteer members.</p>

### Sport & Recreation

Activity	Comments
<b>Sports Expo and Sign-on Day</b>	<p>Mackay Regional Council Sports Expo &amp; Sign-on Day will occur on Sunday, February 11, 9am-1pm at the MECC. The sports expo provides an opportunity for local sporting clubs to come together under one roof to share information and sign on members for the coming year. 113 stalls are confirmed for the day. The launch of the NQ Games will also occur at the Expo.</p>

<b>Sport &amp; Recreation Strategy</b>	The Sport & Recreation Strategy is progressing with Otium engaged to deliver the strategy. Community consultation sessions will commence the week beginning February 12 with 3 public consultation sessions confirmed for 6-8pm Monday 12 February at North Mackay Bowls Club, Tuesday 13 February Bob Wood Cultural Hall Sarina and Wednesday 14 February Mackay Regional Council - Mirani Board Room.
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### Community Recovery

Activity	Comments
<b>Sarina Range Movie Night</b>	An outdoor movie night was held at Sarina Range on Saturday January 20 with over 65 community members in attendance. The purpose of the night was to provide a social event to promote community life in this isolated community. The event included a free BBQ, popcorn, face painting and outdoor movie screening. Further movie nights for Koumala, Eton and Midge Point will be progressed.
<b>Counselling in Sarina and Mirani</b>	Counselling by Chance training will be delivered in partnership with Lifeline and Isaac Regional Council to community in 2 locations across the region including Sarina on February 19, 5-9pm at the Bob Wood Cultural Hall and Mirani on February 20, 5-9pm at Mirani Youth and Community Hall. Our partnership with Isaac recognises that residents along our regions borders may opt to access support in either region, so through this partnership we are ensuring ease of access for all residents and sharing costs.

### Museums

The 1918 Cyclone Exhibition was opened to community on Friday January 19 in the Jubilee Community Centre Exhibition Space by Mayor Williamson. The exhibition is combined effort of the region's museums and the Library Heritage Collection team. Visitor numbers to the exhibition since opening has been strong.





**Sarina Museum**

Open: Tuesday, Wednesday and Friday from 9am to 2pm. – closed December 6 – February 8

Visitors: Nil (due to Field of Dreams re-development and closure)

Volunteer hours contributed: 153

- Various meetings attended including Field of Dreams community meetings and plaque meetings
- 1918 Cyclone Exhibition set up at the Jubilee Community Centre and Bendigo Bank Sarina
- Clean up activities of the shed in preparation of works

**Mackay Museum**

Open: Tuesday, Thursday and Sunday from 10am to 2pm. – closed December 11 – February 1

Visitors: nil (due to closure)

Volunteer hours contributed: 57

- 1918 Cyclone Exhibition set up at the Jubilee Community Centre
- Worked with BB Print to finalise the re-printing of the Pubs of Mackay by Glen Hall

**Pioneer Valley Museum**

Open: Tuesday to Thursday 9.30am to 2.30pm

Data was not available at the time of producing the report

**Greenmount Homestead**

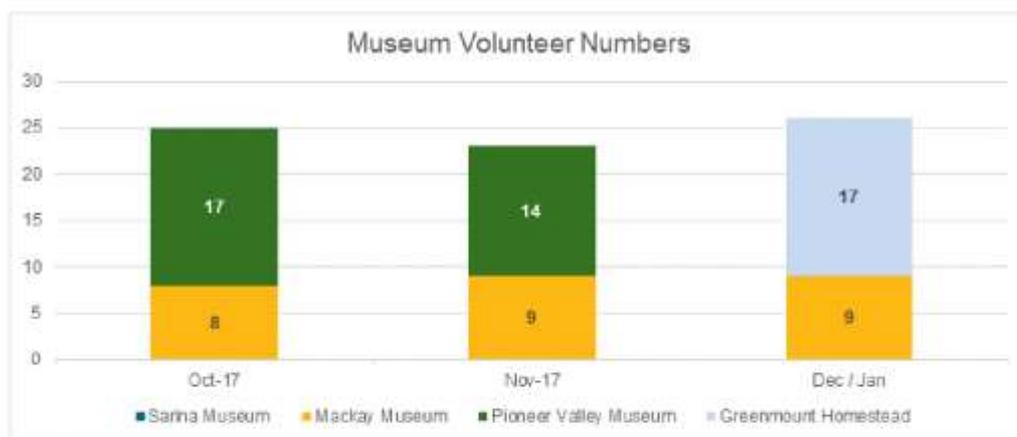
Open: Sunday - Friday 9.30am - 12.30pm

Visitors: 12 – closed December 15 – January 29

Volunteer hours contributed: 117

- Guiding during open visitor hours
- 1918 Cyclone Exhibition set up at the Jubilee Community Centre and volunteering over opening weekend
- Article preparation for the Daily Mercury
- Refurbishment of the chook pen





**In-kind Assistance requests**

- 12 applications were processed during the December/January period to the value of \$2,662.95.

**Junior Sporting/Arts & Culture Grants**

- 4 Junior Sporting Grant application processed during the December/January period to the value of \$600.

### Better Community Building Fund Update

Organisation	Amount	On Track	Comments
Bakers Creek Tigers Australian Football Club <i>Changeroom Upgrade</i>	\$ 25,000	●	Plumbing works have commenced on the changerooms.
Brothers Bulldogs Junior Rugby League Club <i>Facility Establishment</i>	\$ 80,000	●	Adjustments are being made to the plans following issues raised by Council. A new submission should be prepared by early February, with construction starting as soon as possible thereafter.
Eastern Swans Australian Football Club <i>Fencing of the Perimeter</i>	\$ 30,000	●	Currently awaiting finalisation of water main construction across footpath (being completed by Council and will take 8 weeks). Works will commence immediately after.
Eungella Community Development Association <i>Amenities Building</i>	\$ 250,000	●	Finalisation of project anticipated by end January. Only minor works left to be completed.
Habana and Districts Progress Association <i>Church Relocation and Community Facility Project</i>	\$ 100,000	●	A Material Change of Use Application has been submitted to Council for approval. The building has been moved and re-stumped successfully.
Mackay Aero Club <i>Roof Replacement</i>	\$ 50,000	Complete	The project has been completed.
Mackay Area Fish Stocking Association <i>Hatchery Emergency Backup Generator</i>	\$ 18,000	●	The generator has been installed.
Mackay Basketball Incorporated <i>Grandstand – Court 4</i>	\$ 100,000	●	There has been no progress since the last report.
Mackay Brothers Football Club <i>Water Retention/Irrigation Project</i>	\$ 100,000	●	Operational works submitted to council and the fee paid. Currently awaiting outcome.
Mackay Junior Rugby League Association <i>Clubhouse Stand, Shelter and Lights</i>	\$ 80,000	●	The lighting is in the process of being upgraded. Works will be completed shortly.
Mackay North Horse and Pony Club <i>Completion of Stage 1 Upgrades/Minor Works</i>	\$ 50,000	●	Consulting Engineers have been engaged, with assessment of Council information and preparation of preliminary drawings taking place before end January 2018.
Mackay Pioneer BMX Club <i>Track Redesign and Upgrade</i>	\$ 120,000	●	The flood study has been completed and the operational works has been lodged.
Mackay Rowing Club <i>River Bank Stabilisation</i>	\$ 100,000	●	Site works have recommenced on the drain following the Christmas break. It is expected to take two weeks to complete.
Mackay Tennis Association <i>Replacement and Upgrading of Lighting</i>	\$ 119,000	●	Delays with fabrication of poles due to custom base-plates have resulted in the installation now occurring in February/March.
North Mackay Saints Australian Football Club	\$ 33,000	●	Works in the amenities will commence in the coming month.

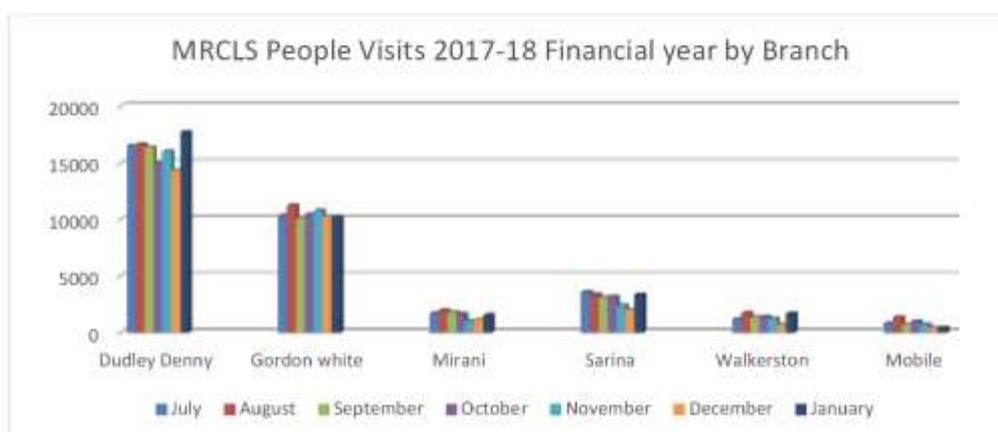
<i>Facility Enhancement</i>			
Palmyra Drag Racing Club <i>Burnout Pad</i>	\$ 26,000	Complete	The project has been completed.
Pioneer Tennis <i>Stage 2 – Building ITF Courts</i>	\$ 80,000	●	A turning of the sod has been scheduled and works will commence shortly thereafter.
Pioneer Valley Golf Club <i>Buggy Shed</i>	\$ 75,000	●	Electrical work is nearing completion.
Seaforth Bowls Club <i>Irrigation Water Storage</i>	\$ 50,000	Complete	The project has been completed.
Southern Suburbs Junior Rugby League <i>Complete Lighting on Fields 3 and 4</i>	\$ 80,000	●	Lighting works are nearing completion.
The Scout Assoc of Qld – Central Coast Region <i>Construction of Machinery Workshop and Storage</i>	\$ 39,000	●	Official opening by the Mayor being held on 29 January 2018.
The Valley Theatrical Players Inc <i>Pinnacle Playhouse Upgrade</i>	\$ 45,000	●	Currently sourcing an additional quote for the cages to be installed around the units. Previous quote is no longer applicable and the updated version is dearer than has been accounted for.
Western Suburbs Rugby League Football Club <i>Undercover Lawn Bowls Green</i>	\$ 250,000	●	The application was unsuccessful in the Building Better Regions program. The Club has applied to the Federal Government's Bowen Basin Job Creation Funding Program.

●	Behind Schedule
●	Emerging Concerns
●	On Track

## 5.2 Libraries

### Library Highlights

- The Aurora in the Cloud project was successfully completed prior to the Go Live date of 5 December - thanks to the work of the IT teams.
- Our library website and online Catalogue show a 24% increase for December 2017. This can be attributed to the "After the Storm" online exhibition with 1,690 page hits and strong growth with access to online services.
- Online database usage increased by 26% during January 2018. Students' return to school has resulted in the World Book online platform usage increasing by 39% compared with December 2017.
- There was a 41% increase in new memberships compared with December 2017.



Service / Activity	Annual KPI	YTD	Status	Comments
Library Loans	630,000	369,787	●	Loan numbers are on target
Database Hits	35,000	20,540	●	On target
Social Media Followers	6,000	Facebook: 3,379 Instagram: 865	●	We continue to see new followers to social media services monthly, demonstrating active engagement with our online community.
In-Person Visits	400,000	268,196	●	Exceeding target
Web Visits	305,000	185,273	●	Ahead of target
Volunteer hours	2,100	1,197	●	On target
Programs / Events / Classes participants	25,000	18,631	●	The Frankenstein exhibition is aimed at young adults and celebrates the 200 <sup>th</sup> anniversary of the original Frankenstein novel. More than 700 visitors have enjoyed the exhibition in the Young Adult section of Gordon White Library

Program	Comments
<b>Young People's Services</b>	<p>Ran 31 programs with 669 participants this month.</p> <ul style="list-style-type: none"> <li>• Baby Bounce: 143 attendees at 7 sessions</li> <li>• Story Time: 301 attendees at 9 sessions</li> <li>• School Holiday Activities: 225 attendees at 15 sessions</li> </ul>  
<b>First Five Forever</b>	<ul style="list-style-type: none"> <li>• Toddler Time programs designed to encourage early literacy in children and their families had a total of 169 in attendance at 4 programs.</li> <li>• Programs designed to encourage and support early language and emergent literacy in the 0-5 age group and their families totalled 282 attendees at 6 sessions/events.</li> <li>• The First 5 Forever team were delighted to have the opportunity to present to council this month regarding the impact of the First 5 Forever program in the Mackay community</li> </ul>
<b>Community Outreach</b>	<p>Ran 6 programs and events with 57 participants this month.</p> <ul style="list-style-type: none"> <li>• Book Clubs: 2 sessions with 18 attendees</li> <li>• Special Events: Family Fun Night (27 attendees) and ABC Radio talk</li> <li>• Home Library Services: 98 HLS customers, 629 loans, 5 bulk loans, 267 reservations, 23 volunteer hours for delivery.</li> <li>• Exhibition: Frankenstein Exhibition</li> <li>• Cultural Services: 6 sessions with 30 attendees (incl. Library Indigenous Advisory Group Meeting).</li> </ul>

<p><b>Young Adult</b></p>	<p>Ran one program every day of the month (Frankenstein Exhibition) with over 700 participants.</p> 
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## 5.3 Artspace Mackay

### Exhibitions

Exhibitions continuing from October 28, 2017 to February 4, 2018:

Gallery One - *WILLIAM T. COOPER: BROUGHT TO LIFE*

Gallery Two A - *SAMUEL TUPOU: THE WALL*

Gallery Two B - *DAVIDA ALLEN: FOCUS on the COLLECTION*

Gallery Three - *EMMA LINDSAY: GREAT BARRIER REEF ANTHROPOCENE PROJECT*

*PRIMAVERA AT 25: MCA Collection* will open on Friday February 16, 2018 and run through to Sunday May 13, 2018. The Museum of Contemporary Art Australia (MCA) celebrates twenty-five years of Primavera – the annual exhibition dedicated to showcasing the work of young Australian artists. Drawn from the MCA Collection, Primavera at 25 brings together established and emerging artists working across a range of disciplines from painting, sculpture, video, performance, kinetic and installation art. This large touring exhibition will be exhibited across all four gallery spaces at Artspace Mackay and the opening will coincide with unveiling of the new FIELD Engineers Gallery as well as the announcement of the 2018 Artspace Mackay Foundation's Hands-On Bursary winner.

### Collection

Activity	Comments
<b>Collection Development Plan</b>	<p>Frances Lindsay, former Deputy Director of the National Gallery of Victoria has been contracted to develop a Collection Development Plan for Mackay Regional Council. The Collection Development Plan will clearly articulate collecting priorities for the future growth of the MRC Art Collection. This document will enable Artspace Mackay to make consistent and well-informed decisions related to new acquisitions that will enhance the collection. Frances presented the draft Collection Development Plan to the Visual Arts Advisory Committee (VAAC) on Tuesday January 30. The draft plan was very well received.</p>
<b>Professional Development</b>	<p>Exhibitions staff participated in on-site archival box-making training with ex-Mackay resident Phoebe Clarke from January 22 to 25, 2018. Phoebe worked for many years as a preservation technician at the State Library of Victoria before moving to London for work as a professional art handler. The skills gained by Exhibition staff will be used to create new, archival boxes to house the 600+ artists' books in the MRC Art Collection, ensuring the safe-keeping and preservation of this valuable collection into the future.</p> 

### Public Programs

Activity	Comments
<b>Outreach</b>	<p>A Kidspace 'to-go' Christmas workshop was held at the CWA Hall in North Eton in the Pioneer Valley on December 12, 2017. The funding for this program was available due to our first BMA Kidspace of 2017 being cancelled due to Tropical Cyclone Debbie. The decision was made to host an outreach event in Eton as it was an area majorly impacted by the cyclone. The event was a huge success with over 110 parents and children attending.</p>
<b>Kids Art Club</b>	<p>In addition to outreach Kidspace to-go, the final Saturday Kids Art Club of the year was held at the Mackay Regional Botanic Gardens. This was well received with many parents joining their children for this special, one-off event. There will be a new tutor for Term 1, 2018, local designer Inge Hilhorst. Bookings opened at the start of January and are quickly filling up.</p>

<p><b>BMA Kidspace</b></p>	<p>Continues to be Artspace Mackay's ever-popular art, craft and music program for toddlers and their carers. The Christmas Kidspace special event was held on December 5, 2017 and attracted over 160 participants. This regular program will begin again in March 2018.</p> 
<p><b>School Holiday Drop-In Activities</b></p>	<p><i>Beautiful Birds and Botanical</i> free drop-in activities were run from the December 12 – 22, 2017. This program offered an assortment of activities inspired by the artwork of William T. Cooper and Emma Lindsay. From January 2 – 21, 2018, the program <i>Paste-Ups, Pixels and Patterns</i> was held. This free drop-in, all-ages activity responded to the work of <i>The Wall</i> artist in resident Samuel Tupou. Average gallery visitation numbers for both December and January more than doubled during the drop-in activities.</p> 
<p><b>Visual Teaching Strategy (VTS) Professional Development Program</b></p>	<p>The first workshop of this program was held on December 14, 2017 and the first session of 2018 on January 18. The program has been positively received, attracting 17 teachers, Artspace Mackay Volunteers and local service providers. Sessions have been scheduled to run monthly throughout the year.</p>

Service / Activity	Annual KPI	Dec 16/17	Dec 17/18	Comments
Artspace visitors	25,000	2,545	3,468	On target
Web visits	N/A	2,188	1,667	Web visits down whilst activity on social media increased
Total number of eNewsletter subscribers	N/A	1,801	1,783	On target
Facebook subscribers	N/A	4,180	5,219	Combined total for Artspace and Rock, Paper, Scissors Facebook pages. Facebook subscribers are on the increase.
Exhibitions	12	4	5	On target
Public program participants		746	1,1143	Traditionally a less busy period for the gallery so pleasing to increase in visitor numbers.
Public programs (incl. tours, BMA Kidspace, workshops, exhibition openings, markets etc)	N/A	7	7	On target
Volunteer hours	N/A		285.50	Not reported in 16/17

## 6. Mackay Entertainment & Convention Centre and Events

### Overview

Overall January attendance at the Centre was strong, in comparison to recent January periods. This is due to the Pro Darts Event and over 1000 regional educators attending a compulsory training day. This event has re-booked for January 2018. Deadly 60, a very family targeted performance was held during the school holiday period which saw over 2,600 patrons through the doors.

Small meetings enquiries are in the order of around 2 daily, indicating improvement in the level of business activity in the community. The team has also been fielding a slightly stronger number of enquiries from the mining sector.

Over the holiday season, the community take up of MECC Gift Vouchers and MECC Membership has been strong. The MECC Membership Card is an amalgam of a membership system of the non-working Friends of the MECC membership and was first introduced in late 2016.

Facility maintenance and 'shut down' period is nearing completion. Once complete, the MECC becomes fully operational with 18 confirmed meetings/events in February including major community drawcards such as the Mackay Regional Sports Expo and Annual Bridal Fair. February will also include 6 live performances, one of which being the 30<sup>th</sup> Anniversary of the Mackay Entertainment Centre.

### Business Events Development

The team represented Mackay Region at the annual Professional Conference Organiser's Association (PCOA) Conference at the Gold Coast, strengthening relationships with key event planners particularly in associations. Three conference bid proposals have been submitted as a result of those connections.

### Festivals and Events

#### New Year's Eve

Mackay City Centre New Year's Eve River Party at Bluewater Quay was a hugely successful event. The strategic timing change of the event to run from 6pm to 9pm was ideal, particularly as the focus was 'family-friendly'. This then encouraged higher patronage into the City Centre operators from 9pm onwards.

It is estimated between 7,500 – 8,000 people attended, bringing to life the City Centre riverfront precinct at Bluewater Quay. All areas were filled with lots of families and thousands of kids - enjoying the jumping castles, merry-go-round, mini train and face painting provided free of charge.

The entertainment on the stage worked extremely well, starting with local guitarist Josh Vine, followed by the superhero character show PJ Masks, which was hugely popular and a big hit with the kids. The final act was VaMa Music Band, who was also very entertaining and the upbeat music was great for that time of the night.

The marketing collateral was strong with a vibrant graphic design and all elements were consistent in look and feel. We reached over 15,000 people via our social media campaign and have received very positive feedback from the community.

### **Easter Carnival**

Plans are well underway for this year's Easter Carnival, to take place on Sunday 1<sup>st</sup> April at Bluewater Quay from 9am to 12 noon.

Proposals are out with local businesses for the Naming Rights Sponsorship and the team aims to have this finalised in February/March before the beginning of the marketing campaign.

Local musicians and food vendor/stallholder applications are currently being finalised. The Festivals team is liaising with the Economic Development team and Corporate Communications team to develop and finalise the marketing plan ensuring KPI's and strategic objectives for the City Centre and MRC are met.

### **Festival of Arts**

The 2018 Mackay Festival of Arts will run from 20<sup>th</sup> – 29<sup>th</sup> July. Programming is complete for both the Festival program and its Fringe Event Program. This year's program highlight includes the Wonderland Spiegelent – set in the MECC Precinct hosting family shows during the June school holidays and an adult cabaret nightly throughout the Festival.

Tourism and Events Queensland Funding of \$10,000 has been secured as part of the Destination Events funding, highlighting Mackay and the Festival for the month of July.

Mackay Mazda has confirmed another year as naming rights sponsor for the Festival including the car giveaway, and new sponsor RACQ has been confirmed for the Grassroots Stage at Wine and Food Day. Current sponsorship stands at \$72,000. The team is in the process of planning and coordinating each event and finalising remaining sponsorships.

The program is set to go on sale on 26 March 2018. The marketing campaign has been drafted and execution on same will commence late March, including delivery of marketing collateral, media relations, traditional media advertising and social media campaign.

### **Global Grooves**

Initial work to commence on the 2018 Global Grooves will be to meet with MRC Community Programs to engage the many cultural groups in the Mackay community.

The MAQ three-year grants funding ends this year so the team will re-apply for another term and seek alternative sponsorship and/or government funding for 2019 going forward.

The objective is to engage with all indigenous and cultural groups throughout the region to deliver a diverse range of entertainment, interactive workshops, food vendors, stallholders and cultural experiences to the Mackay community and stakeholders.

	Target	as at JANUARY 2018		Comments
Number of Performances fully cost recovered	50%	62%	●	On track
Minimum number of catered functions (excluding performances)	140	73	●	Slightly lower than forecast
Average attendance at events	Auditorium 550	Auditorium 363	●	On track
	Foyer/space 100	Foyer/space 70	●	On track
	Halls 600	Halls 381	●	On track
	One Hall only 200	One Hall only 184	●	Slightly lower than forecast
Number of non-utilised days	90	39	●	On track
Number of Performances at the MECC	200	162	●	On track
Number of Conferences/Expos	20	9	●	Slightly lower than forecast
Number of Events with Attendance from outside Mackay Region LG area (Post Code Data)	40	11	●	Should improve in 2018 Slightly lower than forecast
Number of Student Attendances	2,000	1,417	●	On track
Number of workshops > Youth	6	2	●	More Workshop opportunities are available in first 1/2 2018
Number of engagement workshops/activities	5	8	●	Exceeded Target
Yearly occupancy of facility	175,000	92,516	●	On track
Customer Hire Satisfaction	80%	94%	●	On track
Number of regional events assisted through either financial or in-kind assistance	6	13	●	Exceeded Target
Number of regional events ticketed	8	6	●	On track
Friends of the MECC Volunteer Hours	N/A	714.73 Hours	●	On track

## 7. Corporate Communications and Marketing

The Communications team produced a high-quality Mayor Christmas video for social media, which received positive engagement and 12,000 views.

Much of December and January focussed on preparing for the Australia Day awards night. This included contacting all 167 nominees and their nominators to attend the awards night. The night was another huge success, with a particularly moving Welcome to Country.

The program also co-ordinated the funding and marketing for 12 community Australia Day events. These were well received and well patronised. All events will provide a detailed report on their events to council, as part of the funding agreement.

As part of our partnership on the Obesity and Diabetes 2 Taskforce, council's Graphic Design team was engaged to develop a suite of marketing material for the campaign. The initiative is to be launched in mid-February.

A key focus in January was finalising preparations for the 2018 Sports Expo and Sign On Day, in collaboration with Sport and Recreation team and Community Development programs. Optus was signed as a new corporate partner to join DBCT and Rio Tinto.

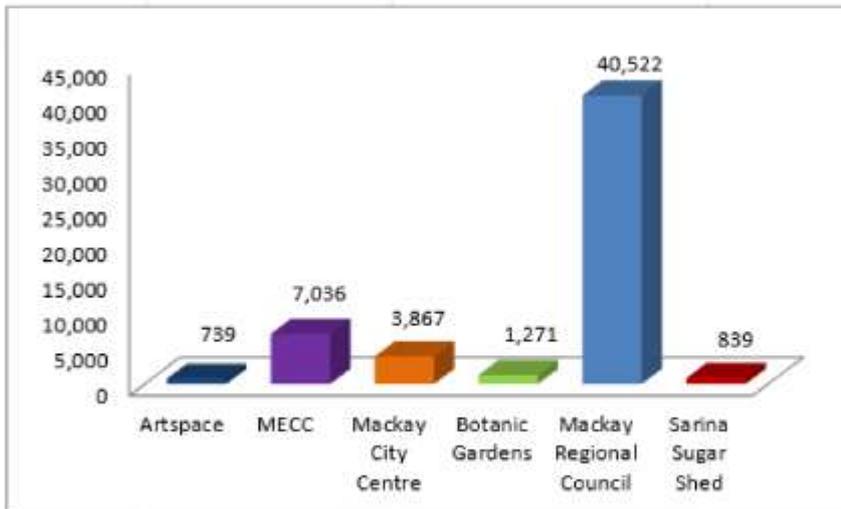
The focus for December was to finalise recruitment for the Engagement team, with two positions recruited. Officers started employment in early January.

The Community Engagement team is now fully resourced and work has commenced on identifying key projects and consulting with council programs on potential engagement activities.

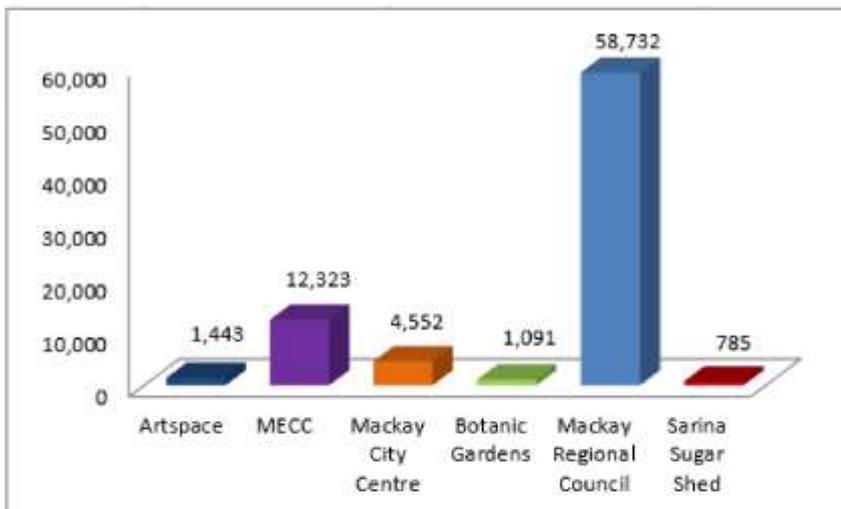
### Mayor with recipients of Australia Day 2018 awards



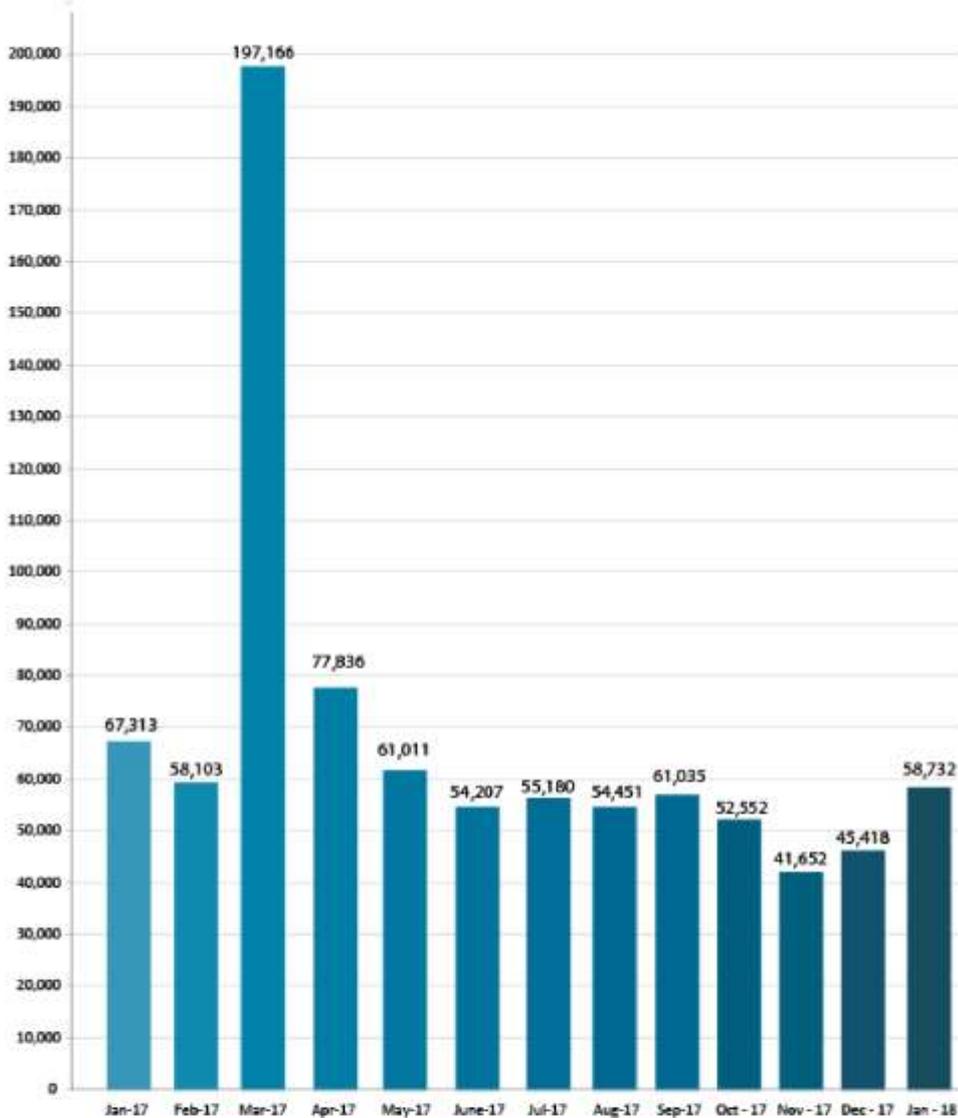
**Website visits December 2017**



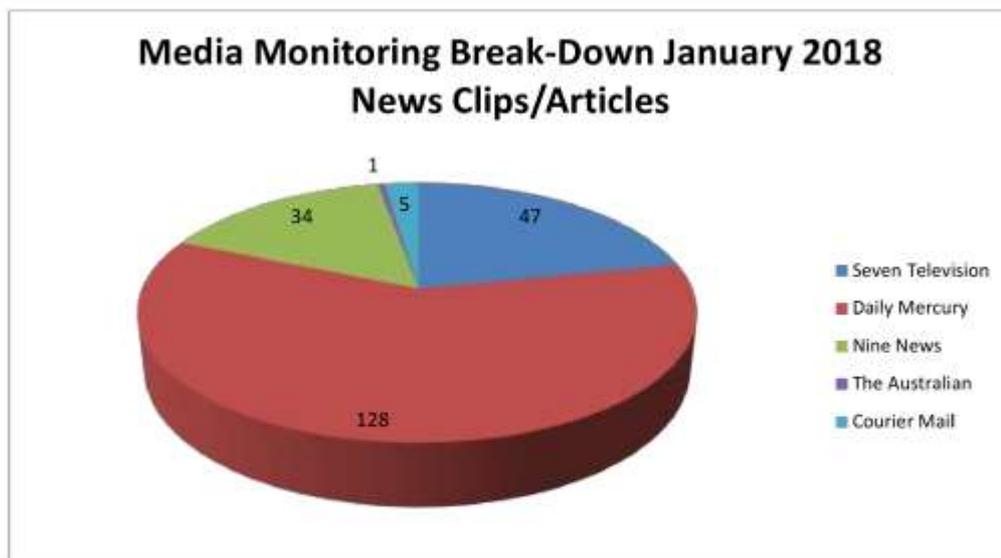
**Website visits January 2018**



**Annual trend of website visits ( mackay.qld.gov.au)**



*March 2017: Cyclone Debbie activity*



Total of 215 council-generated stories in media

#### Facebook

21,517 followers

#### Twitter

Followers: 2520

#### Instagram

Followers: 1559

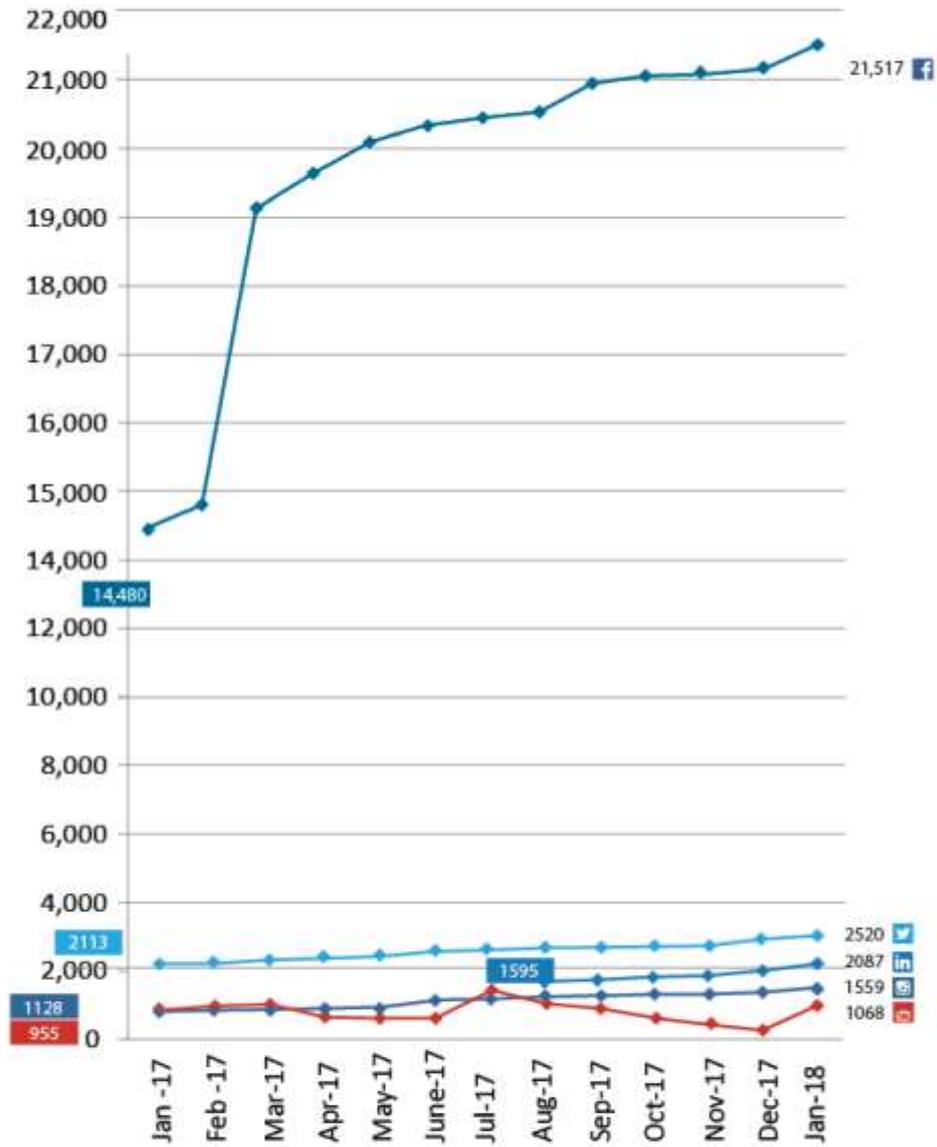
#### Linkedin

Followers: 2087

#### eNewsletter Subscribers

- Artspace: 1784 (Last month: 1784)
- Botanic Gardens: 1279 (Last month: 1277)
- Community Development: 1241 (Last month: 1239)
- Council Connect: 2798 (Last month: 2806)
- Library: 2322 (Last month: 2323)
- Creative Mackay Ebulletin: 1349 (Last month: 1348)
- Recreation Services: 1168 (Last month: 1167)
- Mackay Region Planning Scheme 1289 (Last month 1297)

### Social Media visitation



## Community Engagement activities

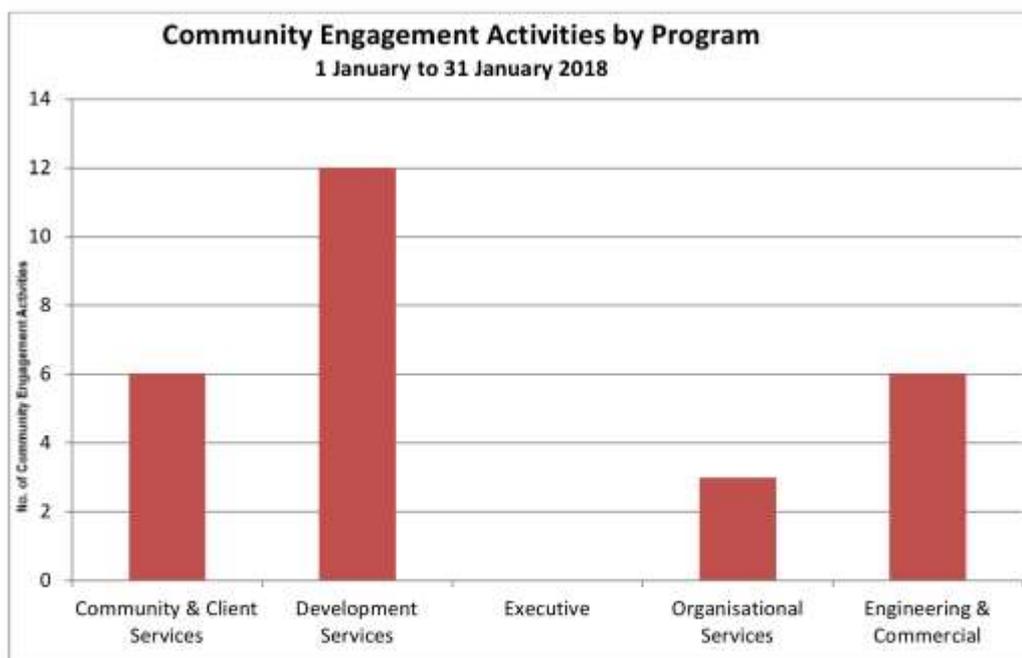
Project Name	Location	Department	Engagement Activities	Level of Engagement
Camilleri Street Park Project	Northern Beaches	Development Services	Ongoing. Drafted interim report with project team. Awaiting concept design from contractor prior to conducting next community meeting.	Consult
Northern Beaches Safe Swim (Bucasia Beach Swimming Enclosure)	Northern Beaches	Development Services	Awaiting council decision. Consultation report completed and forwarded to clients.	Consult
Norris Road Skate Park	North Mackay	Development Services	Has gone to tender. Community engaged online to help name facilities. Forwarded to Councillors for decision.  Awaiting on update from project team and consultants.	Consult
Middle Creek Dam usage	Sarina	Organisational Services	Engagement with stakeholders completed and forwarded to project team. Awaiting on response from team.	Consult
Blacks Beach Park All-Abilities Beach Access Project	Blacks Beach	Development Services	Awaiting concept design to further request community feedback.	Consult
North Mackay Rotary Lookout Redevelopment	North Mackay	Development Services	Awaiting concept design and will request community feedback at pop up stall early 2018.	Consult
Lease Policy questionnaire	Mackay	Organisational Services	Online survey developed for internal feedback on existing not for profit organisation lease policy. Last date for survey is 30 January 2018.	Consult
2018 Roads program	Mackay	Engineering & Commercial	Attended meeting. Will review program for 2018 and enhance community engagement processes.	Inform
Pacific Parks Estate	Sarina	Development Services	Stakeholders notified about design concept online and feedback requested on Pacific Ave design. Awaiting estate master plan design to glean feedback from same stakeholders.	Consult

Project Name	Location	Department	Engagement Activities	Level of Engagement
Mackay Regional Sports Precinct	South Mackay	Development Services	Ongoing. Awaiting further details from team.	Inform
VMX Lease Application	Mirani	Community & Client Services	Ongoing - no final decision made. Deliberations continue.	Consult
Sarina Field of Dreams	Sarina	Development Services	Monitoring project updates and internal correspondence.	Inform
Reconstruction of Ferries Terrace	Sarina Beach	Engineering and Commercial Infrastructure	Attended meeting. Assisted with stakeholder letter. Updated portal. Will continue to work with team on future notifications.	Consult
Northern Beaches Community Hub	Northern Beaches	Community & Client Services	Waiting for further Project Details.	Consult
Community Development Strategy	Region wide	Community & Client Services	Ongoing. Awaiting completed draft – uploading onto portal asking for comment	Consult
Mirani Railway Park Playground	Mirani	Development Services	Coordinated meetings with key business stakeholders. Drafted portal and flyer. Awaiting further direction.	Consult
Local Coastal Plans Midge Point	Midge Point	Development Services	Discussed with project lead and established CE role. Devising community engagement strategy.	Consult
Local Coastal Plans Lamberts Beach & Slade Point	Lamberts Beach/Slade Point	Development Services	On hold – due to start in April 2018.	Consult
Coastal and Inland Flood Hazard Adaptation Strategy	Region Wide	Development Services	Waiting for further Project Details.	Consult
Sport and Recreation Plan 2018 – 2028	Region wide	Community & Client Services	Discussed with contractor surveys and the platform we use.	Consult
Queen's Baton Relay	North Mackay and City Centre	Community & Client Services	Coordinating notification of stakeholders. Artwork being developed. Meeting with other key stakeholders.	Inform



Community and Client Services Monthly Review 25 November 2017 to 31 January 2018

Project Name	Location	Department	Engagement Activities	Level of Engagement
Anzac Day March	City Centre	Community & Client Services	Investigating historical work and coordinating engagement activities.	Inform
Works for Queensland projects Camilleris Rd Causeway repairs	Devereux Creek	Engineering & Commercial	Camilleris Rd: Engagement strategy devised. Met with key stakeholders. Further consultation identified.	Inform/consult
Works for Queensland projects	Bucasia Footpath	Engineering & Commercial	Engagement strategy being devised.	Inform
Works for Queensland projects	Casey Avenue	Engineering & Commercial	Engagement strategy being devised.	Inform
Works for Queensland projects	IGA Traffic	Engineering & Commercial	Engagement strategy being devised.	Inform
Civic Precinct	Mackay City	Organisational Services	Engagement strategy being devised. Online engagement being developed.	Consult



**Advertising spend as of January 31, 2018**



## 8. Emergency Management

### Overview

The Disaster Dashboard has now gone live on the Council website. This Dashboard contains resources for staff and the Community to access up-to-date information and links on road closures, power outages, weather warnings, BoM radar, evacuation maps and more. The link to the Dashboard is <http://mackaylb-1486432993.ap-southeast-2.elb.amazonaws.com/>

The SES Facility Upgrade Project is now complete with the Official Opening day scheduled for 10 March 2018.

The annual Cyclone Saturday event was held on 9 December 2017. This was held at Caneland Shopping Centre and was well attended by over 500 members of the community. Emergency Management staff, SES and representatives from Emergency Service providers had the opportunity to engage with the community. A survey on disaster preparedness was run in conjunction with Cyclone Saturday. The survey ran for two weeks with submitters in the running for a generator. The survey attracted over 1100 responses which has provided some valuable feedback to the Emergency Management team and will assist with future educational events.

To date, re the After Action Review (AAR) 34 recommendations have been completed with 38 on-track to be completed by predicted timeframes. A working and steering committee have been established to prioritise and implement action/priorities from the Gravelroad report.

Guardian Training was provided to 37 internal and 19 external attendees on 30 November 2017.

The Mackay LDMG held its first meeting of the 2017/2018 storm season on 4 December 2017. Ergon gave an overview presentation on their services and website. Updates were provided on the River and Rain Alert Project and Disaster Management Training.

Work is continuing with the recommendations arising from the TC Debbie AAR and the Gravel Road Communication Report.

### Exercises

Activity	Event	Comments
SES	Activation	Members from the Sarina Group assisted Queensland Police Service with traffic control at an accident scene.
	Activation	Members from the Mirani Group assisted Queensland Ambulance Service and Fire & Rescue with a patient retrieval at Finch Hatton Gorge.
	Group Open Day	Sarina Group held an Open Day for community education and recruitment purposes
	Community Event	Members from the Mackay Group took part in Cyclone Saturday at Caneland Shopping Centre
	Community Event	Members from the Calen Group provided an information display at the Bloomsbury Progress Association.
Emergency Management	Cyclone Saturday	Annual event which attracted over 500 persons.
	Survey	Disaster preparedness survey attracted over 1100 responses.

### Emergency Management Capital Projects & Facility Upgrades

Project	Phase	% complete	Time	Budget	Comments
Ness Street SES Facility Upgrade Project	Completed	100%	●	●	Project now completed. Official Opening Day scheduled for 10 March 2018.
River and Rainfall Alert Stations Project	Construction	95%	●	●	Completed - awaiting commissioning by the Bureau of Meteorology.

### Mackay Regional SES Unit - active membership numbers

Group	Nov 17	Jan 18	Membership Notes
Armstrong Beach	4	7	3 new members
Calen	7	7	No changes
Campwin Beach	5	5	No changes
Koumala	12	12	No changes
Mackay	115	113	One member resigned One member relocated outside of the region
Midge Point	2	2	No changes
Mirani	26	26	No changes
Sarina	24	25	1 new member A further recruitment day is being held in February
<b>TOTAL</b>	<b>195</b>	<b>197</b>	



### Mackay Regional SES Unit Hours

\*Note: - all Groups break from training and associate activities over the summer school holiday period.

Group	Operations	Training	Admin	Maintenance	Comm Ed	Total
Calen	0	12	0	0	12	24
Mackay	0	150	75	184	10	419
Mirani	8	144	16	22	0	190
Sarina	25	72	8	15	32	152
Armstrong Beach	0	18	0	0	8	26
<b>TOTAL</b>	<b>33</b>	<b>396</b>	<b>99</b>	<b>221</b>	<b>62</b>	<b>811</b>

Campwin Beach, Koumala and Midge Point Groups are currently not training due to work commitments and / or low membership numbers. Members from these Groups may train with other Groups to maintain their competencies. Facilities and equipment relating to these Groups are operational.

## 9. Health & Regulatory Services

### Vector Control

The table below represents the mosquito control work carried out by the Vector Control team in December 2017 and January 2018.

Sites Inspected	Sites Treated	Hectares Treated
December – 162	63	552 ha
January – 159	73	356 ha
<b>Total – 321</b>	<b>136</b>	<b>908 ha</b>

### Licensing and Approvals Summary for

#### December 2017

Premises	Premises Inspected	% Compliant	% Non - compliant		New and Renewal Applications Approved
			Minor <sup>d</sup>	Major <sup>e</sup>	
Food	45	67%	27%	6%	6
Swimming Pools					1
Outdoor Entertainment/Event Permit					1
Temporary Food	1	100%			1
Vending					1
<b>Total</b>	<b>46</b>				<b>10</b>

**January 2018**

Premises	Premises Inspected	% Compliant	% Non-compliant		New and Renewal Applications Approved
			Minor <sup>#</sup>	Major <sup>†</sup>	
Accommodation	1	100%			
Food	22	50%	32%	18%	5
Swimming Pools	1	100%			
Outdoor Entertainment/Event Permit					1
Skin Penetration	1	100%			
Temporary Food	1				4
<b>Total</b>	<b>26</b>				<b>10</b>

<sup>#</sup> Minor = small number and /or low risk requisitions required to be actioned by operator through an Officer issuing a verbal direction, inspection report or letter.

<sup>†</sup> Major = high number and /or high risk requisitions required to be actioned by operator through an Officer issuing a notice or improvement notice.

**Proactive Patrols**

Proactive Patrols are conducted at times when dog owners are most likely to be walking with their pets.

Date	Suburb	Action / Comments
3 December 2017	Mirani	No dogs sighted
3 December 2017	Glenella	No dogs sighted
3 December 2017	West Mackay	3 dogs on leash, 1 caution
3 December 2017	Rural View	No dogs sighted
3 December 2017	West Mackay	No dogs sighted
3 December 2017	Andergrove	No dogs sighted
5 December 2017	Sarina Beach	11 dogs on leash, 2 educated
6 December 2017	Andergrove	1 dog on leash

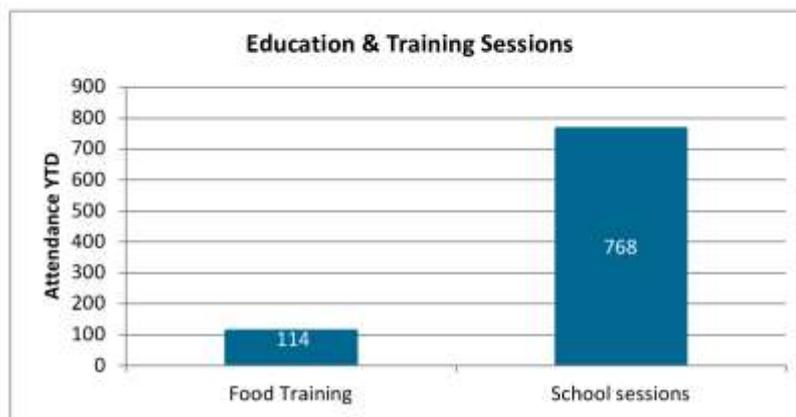
Date	Suburb	Action / Comments
7 December 2017	Blacks Beach	11 dogs on leash, 2 cautions
7 December 2017	South Mackay	15 dogs on leash
8 December 2017	Blacks Beach	13 dogs on leash, 5 cautions
10 December 2017	Andergrove	1 dog on leash, 1 caution
10 December 2017	Slade Point	3 dogs on leash, 1 infringement
15 December 2017	Cape Hillsborough	No dogs sighted
15 December 2017	East Mackay	12 dogs on leash
16 December 2017	Ooralea	2 dogs on leash
16 December 2017	Glenella	12 dogs on leash
30 December 2017	Mount Pleasant	9 dogs on leash
30 December 2017	Shoal Point	8 dogs on leash
3 January 2018	Sarina	4 dogs on leash
14 January 2018	Walkerston	2 dogs on leash
14 January 2018	Mirani	2 dogs on leash
14 January 2018	Marian	4 dogs on leash
16 January 2018	Slade Point	14 dogs on leash, 3 cautions, 1 infringement
17 January 2018	Slade Point	14 dogs on leash, 2 cautions
18 January 2018	Blacks Beach	3 dogs on leash
18 January 2018	Walkerston	20 dogs on leash, 2 cautions
18 January 2018	Mackay	No dogs sighted
18 January 2018	South Mackay	No dogs sighted
21 January 2018	Grasstree Beach	2 dogs on leash
21 January 2018	Hay Point	1 dog on leash
23 January 2018	North Mackay	Discussion with owner, dog sighted on neighbour's property
24 January 2018	Walkerston	6 dogs on leash, 1 caution, 1 infringement

### Pest Management

- Baiting Programs for wild dogs and pigs in December 2017 – 53 hours on 152 properties
- Surveying and spraying biosecurity risk weeds in December 2017 – 53 hours
- Baiting Programs for wild dogs and pigs in January 2018 – 39 hours on 1 property
- Surveying and spraying biosecurity risk weeds in January 2018 – 147 hours

### Education and Training Sessions

#### December 2017

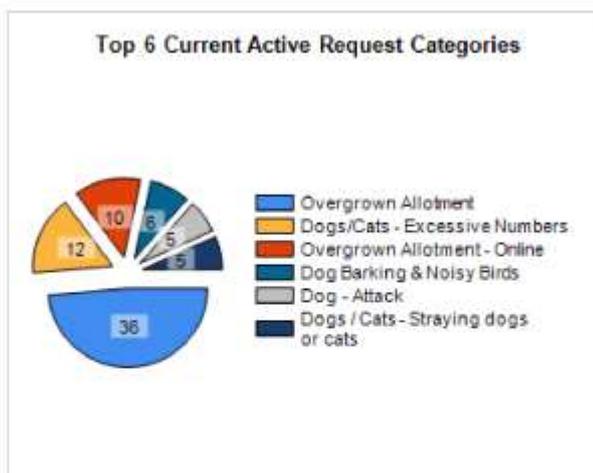
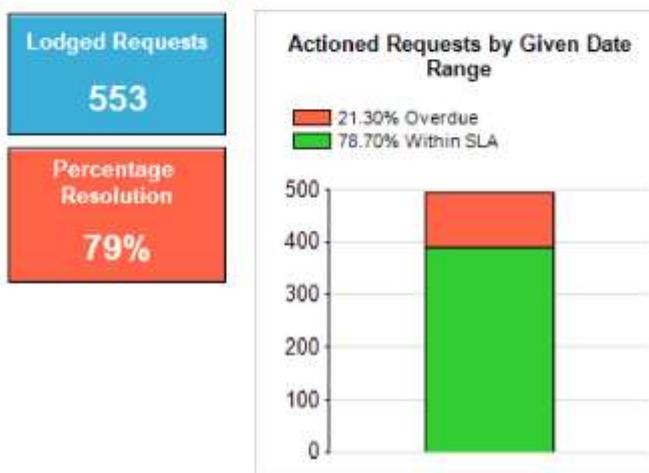


Food safety training sessions are conducted for non-profit organisations and for food handlers at festivals and events. School education includes responsible pet ownership and dengue fever awareness.

### Customer Requests

Throughout December 2017, 553 requests for service were received, compared with 565 for December 2016.

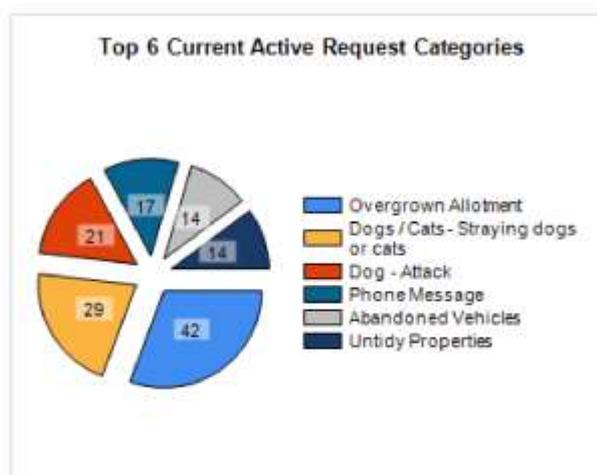
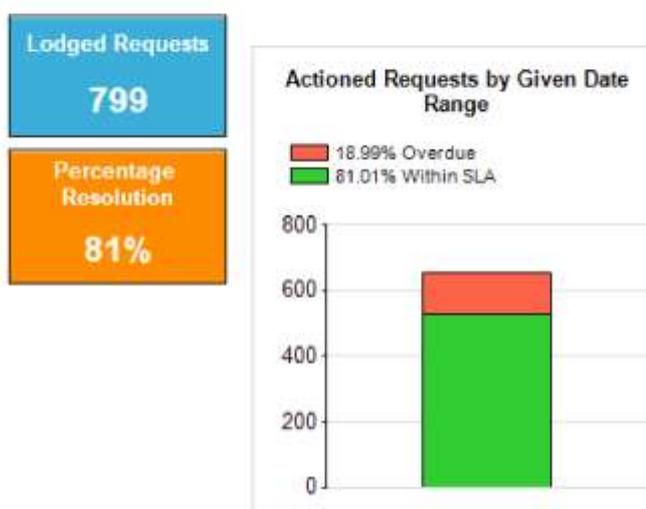
79% were completed in nominated timeframes. Health and Regulatory Services aim to complete 85% of requests for service within nominated timeframes, however, depending on the circumstances of each individual matter and the speed at which compliance can be achieved using compliance processes, timeframes for completion can be influenced.



**Customer Requests**

Throughout January 2018 2017, 799 requests for service were received, compared with 727 for January 2017.

81% were completed in nominated timeframes. Health and Regulatory Services aim to complete 85% of requests for service within nominated timeframes, however, depending on the circumstances of each individual matter and the speed at which compliance can be achieved using compliance processes, timeframes for completion can be influenced.

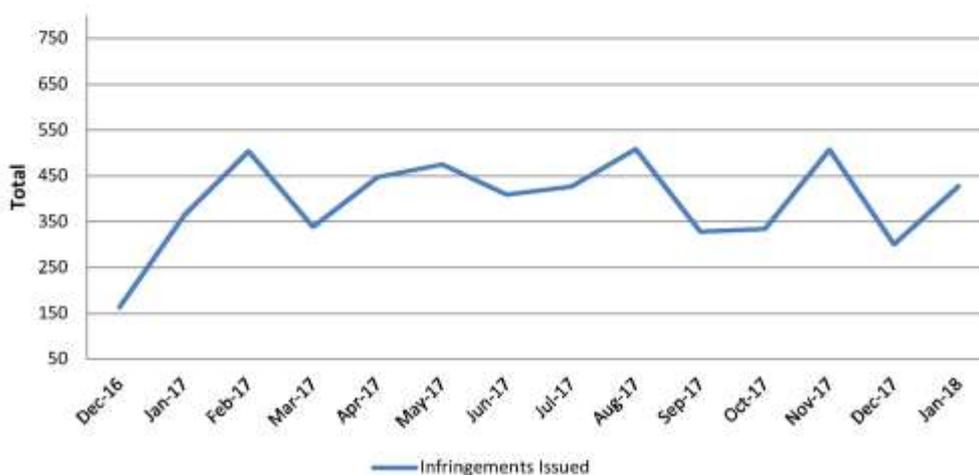


### Monthly Infringements Activity

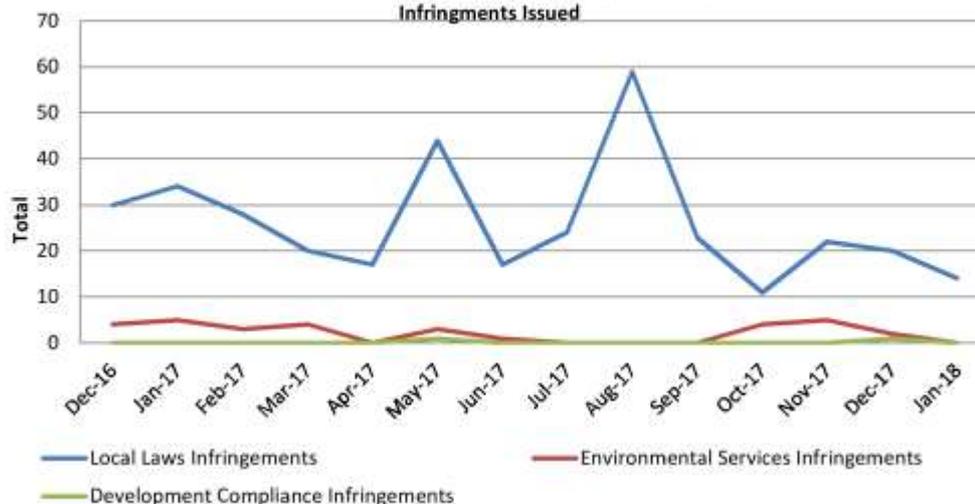
The graphs below provide a summary of infringement activity for Health & Regulatory Services over the past 12 months.

Officers regulate 2,525 on street car parks, off street car parks, loading zones and car parks designated for disabled people, daily.

**Regulated Parking Infringements Issued**



**Local Laws, Environmental Health & Development Compliance Infringements Issued**



(For December 2017 and January 2018)

Local Laws Infringements (34)	Environmental Services Infringements (2)	Development Compliance Infringements
<p><i>December 2017</i></p> <p>Animal not registered (7)</p> <p>Animal wandering at large (8)</p> <p>Failure to comply with a compliance notice (3)</p> <p>Failure to maintain a proper enclosure (1)</p> <p>Failure to comply with dangerous dog conditions (1)</p> <p><i>January 2018</i></p> <p>Animal not registered (6)</p> <p>Animal wandering at large (7)</p> <p>Failure to maintain a proper enclosure (1)</p>	<p><i>December 2017</i></p> <p>Deposit litter – Individual (2)</p>	<p><i>December 2017</i></p> <p>Carry out assessable (Building Work) – Individual (1)</p>

**Animal Registrations - Number of Dogs & Cats Registered**

Animal Type	Registrations	
	December 2017	December 2016
Cat	19	19
Dog	91	119

Animal Type	Registrations	
	January 2018	January 2017
Cat	50	26
Dog	195	177

**Off Street Car Parking – PayStay**



- PayStay was introduced mid-April 2017.
- Meters were installed and operational October 2017.
- Month of December shows less revenue over the Christmas period due to Public Holidays and some professional services closing for the period between Christmas and New Year.

**MACKAY REGIONAL COUNCIL**  
**STATEMENT OF INCOME AND EXPENSES**  
 For the period ending 30 June 2018  
 (including long term forecast until 2026/27)

	Budget 2017/18 \$000	Forward Estimate											
		2018/19 \$000	2019/20 \$000	2020/21 \$000	2021/22 \$000	2022/23 \$000	2023/24 \$000	2024/25 \$000	2025/26 \$000	2026/27 \$000			
<b>Operating Revenue</b>													
Net rates and utilities	212,432	216,267	220,354	225,710	232,186	238,809	245,667	252,723	259,985	268,467			
Fees and charges	13,967	13,633	13,906	14,184	14,538	14,902	15,274	15,656	16,048	16,449			
Rental income	1,303	1,461	1,490	1,520	1,556	1,597	1,637	1,678	1,720	1,763			
Sales - contracts and recoverable works	6,629	6,632	6,785	6,900	7,073	7,249	7,431	7,616	7,807	8,002			
Operating grants, subsidies	20,155	7,973	8,009	8,045	8,091	8,136	8,187	8,236	8,287	8,339			
Interest earned	5,112	5,158	5,175	5,191	5,213	5,235	5,257	5,280	5,304	5,328			
Other operating revenue	5,427	7,253	7,709	8,008	8,307	8,745	9,056	9,389	9,746	10,127			
<b>Total operating revenue</b>	<b>\$ 265,025</b>	<b>\$ 259,377</b>	<b>\$ 263,408</b>	<b>\$ 269,558</b>	<b>\$ 276,966</b>	<b>\$ 284,675</b>	<b>\$ 292,509</b>	<b>\$ 299,578</b>	<b>\$ 306,397</b>	<b>\$ 315,775</b>			
<b>Operating Expenses</b>													
Employee costs	78,460	80,446	82,014	83,611	86,051	88,564	91,152	93,817	96,563	99,391			
Materials and services	98,804	90,410	92,037	94,135	96,464	98,999	102,505	104,687	104,631	107,722			
Finance costs	177,264	170,858	174,051	177,746	182,515	187,963	193,657	197,904	201,194	207,113			
Depreciation	11,094	10,354	9,514	8,994	8,559	8,277	8,664	8,468	8,564	8,097			
	76,611	76,418	77,136	77,909	78,715	79,587	80,464	80,944	81,752	82,626			
<b>Total operating expenses</b>	<b>\$ 264,999</b>	<b>\$ 257,630</b>	<b>\$ 260,701</b>	<b>\$ 264,649</b>	<b>\$ 269,789</b>	<b>\$ 275,827</b>	<b>\$ 282,785</b>	<b>\$ 287,316</b>	<b>\$ 291,510</b>	<b>\$ 297,836</b>			
<b>Operating result</b>	<b>\$ 26</b>	<b>\$ 747</b>	<b>\$ 2,707</b>	<b>\$ 4,909</b>	<b>\$ 7,177</b>	<b>\$ 8,848</b>	<b>\$ 9,724</b>	<b>\$ 12,262</b>	<b>\$ 14,887</b>	<b>\$ 17,939</b>			
<b>Capital Revenue and Expenses</b>													
Grants and subsidies	17,835	13,398	1,122	1,570	1,220	-	-	-	-	-			
Contributions	1,552	2,000	2,000	2,000	3,500	3,500	3,500	3,500	3,500	3,500			
Donations	4,000	4,000	4,000	4,000	8,000	8,000	8,000	8,000	8,000	8,000			
Other capital income	623	-	-	-	329	-	-	-	-	-			
Profit / (loss) on disposal of assets	2,860	1,717	2,039	1,617	2,235	1,841	1,679	2,250	1,629	3,027			
<b>Total capital revenue and expenses</b>	<b>\$ 26,870</b>	<b>\$ 21,115</b>	<b>\$ 9,161</b>	<b>\$ 9,187</b>	<b>\$ 15,284</b>	<b>\$ 13,341</b>	<b>\$ 13,179</b>	<b>\$ 13,750</b>	<b>\$ 13,129</b>	<b>\$ 14,527</b>			
<b>Net result</b>	<b>\$ 26,896</b>	<b>\$ 21,862</b>	<b>\$ 11,868</b>	<b>\$ 14,086</b>	<b>\$ 22,461</b>	<b>\$ 22,189</b>	<b>\$ 22,903</b>	<b>\$ 26,012</b>	<b>\$ 28,016</b>	<b>\$ 32,466</b>			

**MACKAY REGIONAL COUNCIL**  
**STATEMENT OF FINANCIAL POSITION**  
 For the period ending 30 June 2018  
 (including long term forecast until 2026/27)

	Budget 2017/18 \$000	Forward Estimates											
		2018/19 \$000	2019/20 \$000	2020/21 \$000	2021/22 \$000	2022/23 \$000	2023/24 \$000	2024/25 \$000	2025/26 \$000	2026/27 \$000			
<b>Current Assets</b>													
Cash and cash equivalents	177,103	150,854	146,545	132,513	104,342	100,559	101,595	106,348	103,830	110,402			
Trade and other receivables	21,632	21,127	22,096	21,952	22,498	23,061	23,087	24,166	24,669	25,361			
Inventories	2,645	2,645	2,645	2,645	2,645	2,645	2,645	2,645	2,645	2,645			
Non-current assets held for sale	201,370	174,826	172,086	157,110	129,485	126,271	127,827	133,159	131,249	136,405			
	1,358	1,358	1,358	1,358	1,358	1,358	1,358	1,358	1,358	1,358			
	\$ 202,728	\$ 175,584	\$ 173,444	\$ 158,468	\$ 130,843	\$ 127,629	\$ 129,155	\$ 134,517	\$ 132,607	\$ 138,765			
<b>Non-Current Assets</b>													
Trade and other receivables	1,450	1,450	-	-	-	-	-	-	-	-			
Investments	3,897	3,897	3,897	3,897	3,897	3,897	3,897	3,897	3,897	3,897			
Property, plant and equipment	3,250,890	3,233,196	3,231,201	3,214,020	3,261,193	3,294,865	3,414,504	3,434,654	3,455,817	3,482,536			
Intangible Assets	9,485	5,179	5,506	5,526	5,224	4,913	4,823	4,770	4,315	4,297			
	\$ 3,269,722	\$ 3,293,722	\$ 3,300,654	\$ 3,223,443	\$ 3,270,284	\$ 3,403,675	\$ 3,433,224	\$ 3,443,921	\$ 3,464,023	\$ 3,490,730			
	\$ 3,462,450	\$ 3,469,706	\$ 3,474,020	\$ 3,467,911	\$ 3,501,127	\$ 3,531,304	\$ 3,552,459	\$ 3,577,830	\$ 3,596,636	\$ 3,630,496			
<b>Current Liabilities</b>													
Trade and other payables	24,689	24,026	24,164	24,394	24,634	24,925	25,204	25,412	25,513	25,823			
Borrowings	13,406	14,259	15,417	16,370	17,841	18,722	17,556	15,026	13,257	14,459			
Provisions	38,820	38,820	38,820	38,820	38,820	38,820	38,820	38,820	38,820	38,820			
Other liabilities	1,255	1,255	1,255	1,255	1,255	1,255	1,255	1,255	1,255	1,255			
	\$ 78,158	\$ 78,308	\$ 79,664	\$ 80,858	\$ 82,558	\$ 84,720	\$ 82,843	\$ 80,521	\$ 79,853	\$ 80,369			
<b>Non-Current Liabilities</b>													
Borrowings	147,075	132,813	124,827	117,725	113,354	110,735	120,385	122,678	115,695	116,164			
Provisions	14,036	14,036	14,036	14,036	14,036	14,036	14,036	14,036	14,036	14,036			
	\$ 161,109	\$ 146,849	\$ 138,863	\$ 131,765	\$ 127,390	\$ 133,771	\$ 134,421	\$ 136,714	\$ 129,731	\$ 130,200			
<b>TOTAL LIABILITIES</b>	\$ 239,267	\$ 225,317	\$ 218,327	\$ 212,621	\$ 209,948	\$ 218,501	\$ 217,264	\$ 217,235	\$ 208,584	\$ 216,565			
<b>NET COMMUNITY ASSETS</b>	\$ 3,223,183	\$ 3,244,469	\$ 3,255,771	\$ 3,259,290	\$ 3,291,179	\$ 3,312,803	\$ 3,335,145	\$ 3,365,603	\$ 3,388,052	\$ 3,419,931			
Community Equity	1,976,357	1,997,219	2,009,087	2,023,183	2,045,644	2,067,833	2,090,736	2,116,748	2,144,764	2,177,230			
Retained surplus	1,247,826	1,261,270	1,246,694	1,246,107	1,245,595	1,244,970	1,244,409	1,243,855	1,243,288	1,242,701			
Asset revaluation reserve													
<b>TOTAL COMMUNITY EQUITY</b>	\$ 3,223,183	\$ 3,244,489	\$ 3,255,771	\$ 3,269,290	\$ 3,291,179	\$ 3,312,803	\$ 3,335,145	\$ 3,365,603	\$ 3,388,052	\$ 3,419,931			

**MACKAY REGIONAL COUNCIL**  
**STATEMENT OF CHANGES IN EQUITY**  
 For the period 30 June 2018  
 (Including long term forecast until 2026/27)

	Budget 2017/18 \$000	Forward Estimate										
		2018/19 \$000	2019/20 \$000	2020/21 \$000	2021/22 \$000	2022/23 \$000	2023/24 \$000	2024/25 \$000	2025/26 \$000	2026/2027 \$000		
<b>Retained Surplus</b>												
Opening balance	1,948,461	1,975,357	1,997,219	2,009,087	2,023,183	2,045,644	2,067,833	2,090,736	2,116,748	2,144,764	2,177,230	
Net result for the period	26,896	21,662	11,868	14,096	-	22,461	22,189	22,903	28,016	32,466	-	
Transfers to/from capital and reserves	-	-	-	-	-	-	-	-	-	-	-	
<b>Closing balance</b>	<b>\$ 1,975,357</b>	<b>\$ 1,997,219</b>	<b>\$ 2,009,087</b>	<b>\$ 2,023,183</b>	<b>\$ 2,045,644</b>	<b>\$ 2,067,833</b>	<b>\$ 2,090,736</b>	<b>\$ 2,116,748</b>	<b>\$ 2,144,764</b>	<b>\$ 2,177,230</b>		
<b>Asset Revaluation Reserve</b>												
Opening balance	1,245,318	1,247,826	1,247,270	1,246,684	1,246,107	1,245,535	1,244,970	1,244,409	1,243,855	1,243,288	1,242,701	
Asset revaluation adjustments	2,508	(566)	(586)	(577)	(572)	(565)	(561)	(554)	(567)	(587)		
<b>Closing balance</b>	<b>\$ 1,247,826</b>	<b>\$ 1,247,270</b>	<b>\$ 1,246,684</b>	<b>\$ 1,245,107</b>	<b>\$ 1,245,535</b>	<b>\$ 1,244,970</b>	<b>\$ 1,244,409</b>	<b>\$ 1,243,855</b>	<b>\$ 1,243,288</b>	<b>\$ 1,242,701</b>		
<b>Total</b>												
Opening balance	3,193,779	3,223,183	3,244,489	3,255,771	3,291,179	3,269,290	3,291,179	3,312,803	3,335,145	3,360,603	3,386,052	
Net result for the period	26,896	21,862	11,868	14,096	22,461	22,189	22,903	28,016	32,466	32,466	-	
Asset revaluation adjustments	2,508	(566)	(586)	(577)	(572)	(565)	(561)	(554)	(567)	(587)		
Transfers to/from capital and reserves	-	-	-	-	-	-	-	-	-	-	-	
<b>TOTAL COMMUNITY EQUITY</b>	<b>\$ 3,223,183</b>	<b>\$ 3,244,489</b>	<b>\$ 3,255,771</b>	<b>\$ 3,269,290</b>	<b>\$ 3,291,179</b>	<b>\$ 3,312,803</b>	<b>\$ 3,335,145</b>	<b>\$ 3,360,603</b>	<b>\$ 3,386,052</b>	<b>\$ 3,419,831</b>		

**MACKAY REGIONAL COUNCIL  
STATEMENT OF CASH FLOW  
For the period ending 30 June 2018  
(including long term forecast until 2026/27)**

	Budget 2017/18 \$'000	Forward Estimates												
		2018/19 \$'000	2019/20 \$'000	2020/21 \$'000	2021/22 \$'000	2022/23 \$'000	2023/24 \$'000	2024/25 \$'000	2025/26 \$'000	2026/27 \$'000				
Cash flows from operating activities:														
Receipts from customers:	241,218	244,840	249,307	256,820	263,119	270,737	276,547	285,480	292,307	298,420	301,420			
Payments to suppliers and employees:	(189,383)	(172,126)	(174,549)	(178,164)	(182,641)	(188,387)	(194,077)	(198,413)	(204,828)	(207,556)				
	\$ 51,835	\$ 72,714	\$ 75,358	\$ 77,656	\$ 80,178	\$ 82,380	\$ 84,470	\$ 87,077	\$ 90,479	\$ 93,864				
Interest received	5,112	5,158	5,175	5,193	5,213	5,235	5,257	5,280	5,304	5,328				
Non capital grants and contributions	20,375	8,874	8,008	8,041	8,086	8,135	8,185	8,231	8,283	8,336				
Borrowing Costs	(10,592)	(8,730)	(8,877)	(8,345)	(7,653)	(7,594)	(7,963)	(7,751)	(7,830)	(7,344)				
<b>Net cash inflow (outflow) from operating activities</b>	<b>\$ 66,760</b>	<b>\$ 77,016</b>	<b>\$ 79,654</b>	<b>\$ 82,543</b>	<b>\$ 85,585</b>	<b>\$ 88,156</b>	<b>\$ 89,547</b>	<b>\$ 92,837</b>	<b>\$ 96,236</b>	<b>\$ 100,184</b>				
Cash flow from investing activities:														
Payments for property, plant and equipment	(75,053)	(106,974)	(82,100)	(87,276)	(117,796)	(105,542)	(92,574)	(93,596)	(85,026)	(81,915)				
Proceeds from sale of property plant and equipment	2,860	1,717	2,038	1,617	2,235	1,841	1,679	2,250	1,628	3,027				
Grants, subsidies, contributions and donations	19,387	15,398	3,122	3,970	4,720	3,500	3,500	3,500	3,500	3,500				
Other Capital Revenue	-	-	-	1,450	-	-	-	-	-	-				
<b>Net cash inflow (outflow) from investing activities</b>	<b>\$ (53,846)</b>	<b>\$ (89,859)</b>	<b>\$ (76,944)</b>	<b>\$ (90,639)</b>	<b>\$ (110,844)</b>	<b>\$ (100,201)</b>	<b>\$ (87,395)</b>	<b>\$ (87,846)</b>	<b>\$ (89,897)</b>	<b>\$ (85,388)</b>				
Cash flow from financing activities:														
Proceeds from borrowings	-	-	7,229	9,480	13,454	26,089	18,203	17,315	6,273	14,526				
Repayment of borrowings	(12,894)	(13,405)	(14,258)	(15,416)	(16,377)	(17,837)	(19,719)	(17,653)	(15,025)	(13,295)				
<b>Net cash inflow (outflow) from financing activities</b>	<b>\$ (12,894)</b>	<b>\$ (13,405)</b>	<b>\$ (7,029)</b>	<b>\$ (5,936)</b>	<b>\$ (2,923)</b>	<b>\$ 8,262</b>	<b>\$ (1,516)</b>	<b>\$ (238)</b>	<b>\$ (8,752)</b>	<b>\$ 1,571</b>				
<b>Net Increase (decrease) in cash held</b>	<b>\$ 309</b>	<b>\$ (26,249)</b>	<b>\$ (4,309)</b>	<b>\$ (14,032)</b>	<b>\$ (28,171)</b>	<b>\$ (3,783)</b>	<b>\$ 1,836</b>	<b>\$ 4,763</b>	<b>\$ (2,413)</b>	<b>\$ 6,467</b>				
Cash at beginning of reporting period	176,773	177,483	150,854	146,545	132,513	104,342	100,569	101,595	106,348	103,235				
<b>Cash at end of reporting period</b>	<b>\$ 177,103</b>	<b>\$ 150,854</b>	<b>\$ 146,545</b>	<b>\$ 132,513</b>	<b>\$ 104,342</b>	<b>\$ 100,569</b>	<b>\$ 101,595</b>	<b>\$ 106,348</b>	<b>\$ 103,935</b>	<b>\$ 110,402</b>				

**MACKAY REGIONAL COUNCIL  
KEY FINANCIAL SUSTAINABILITY METRICS**  
For the period ending 30 June 2018  
(including long term forecast until 2026/27)

	Target	Forward Estimate									
		Budget 2017/18 \$	2018/19 \$	2019/20 \$	2020/21 \$	2021/22 \$	2022/23 \$	2023/24 \$	2024/25 \$	2025/26 \$	2026/27 \$
<b>Operating surplus ratio</b> Operating result (excluding capital items) as a percentage of operating revenue	0% - 10%	0.0%	0.3%	1.0%	1.8%	2.6%	3.1%	3.3%	4.1%	4.9%	5.7%
<b>Current ratio</b> Current assets / current liabilities	Between 1 and 4	2.6	2.2	2.2	2.0	1.6	1.5	1.6	1.7	1.7	1.7
<b>Interest coverage ratio</b> Net interest expense / operating revenue	0% - 5%	2.3%	2.0%	1.6%	1.4%	1.2%	1.1%	1.2%	1.1%	1.1%	0.9%
<b>Fiscal flexibility ratio</b> Total revenue / total expenditure	> 60%	110.3%	108.5%	104.6%	105.4%	108.4%	108.1%	108.1%	109.1%	109.7%	111.0%
<b>Net financial liabilities ratio</b> (Total liabilities - current assets) / total operating revenue (excluding capital items)	< 60%	13.8%	19.1%	17.0%	20.1%	28.6%	31.9%	30.1%	27.6%	24.8%	22.4%
<b>Asset sustainability ratio</b> Capital expenditure on renewals / depreciation expense	> 90%	66.8%	61.7%	66.8%	72.6%	101.7%	84.4%	85.2%	88.6%	86.0%	91.1%
<b>Capital expenditure ratio</b> Capital expenditure / depreciation	> 1.1 times	1.3	1.5	1.1	1.3	1.6	1.5	1.3	1.3	1.3	1.4

MACKAY REGIONAL COUNCIL  
 CAPITAL WORKS PROGRAM  
 For the period ending 30 June 2018  
 (including long term forecast until 2026/27)

	Budget 2017/18 \$000	Forward Estimates										
		2018/19 \$000	2019/20 \$000	2020/21 \$000	2021/22 \$000	2022/23 \$000	2023/24 \$000	2024/25 \$000	2025/26 \$000	2026/27 \$000		
<b>Buildings and Facilities</b>	15,728	21,926	3,226	3,694	3,525	8,185	4,050	2,788	2,465	2,669		
Administration Building	379	55	307	461	54	461	-	245	216	-		
Aquatic Facilities	-	76	-	662	5,781	-	-	-	-	1,062		
Child Preced Buildings	1,267	433	636	710	339	538	362	429	377	-		
Community Buildings & Facilities	11,354	20,957	1,083	1,743	1,808	1,224	1,901	1,720	815	-		
Council Buildings & Depots	6,738	405	1,110	80	662	181	1,466	262	100	415		
Land	331	-	-	-	-	-	-	-	-	-		
<b>Parks, Gardens, Coastal &amp; Foreshores</b>	8,064	3,204	3,908	2,462	2,471	3,176	2,282	2,844	2,300			
Botanic Gardens	1,668	800	1,500	250	250	250	250	800	250			
Parks Built Assets	5,267	750	750	750	750	750	500	500	500			
Parks Design	85	204	208	212	221	228	232	244	230			
Parks Upgrade	50	450	450	450	450	450	500	500	500			
Play Facilities	503	500	500	500	500	500	500	500	500			
Coastal & Foreshores	461	500	500	300	300	1,000	300	300	300			
<b>Plant &amp; Equipment</b>	11,045	7,068	8,412	6,769	8,867	9,116	6,645	8,522	6,505	9,571		
Equipment	10,678	6,348	8,260	6,217	8,265	8,538	6,064	7,816	6,863	8,935		
Fleet	367	658	552	543	562	577	581	606	622	636		
<b>Roads and Transport</b>	43,524	32,904	39,869	42,828	37,969	38,856	39,884	39,785	38,853	30,136		
Boat Ramps	539	650	946	1,462	227	253	253	259	245	251		
Bridges	1,662	541	5,036	2,663	2,369	3,323	913	3,323	484	2,810		
Bus Shelters	1,326	25	95	97	99	102	104	107	109	112		
Carparks	129	38	146	156	152	156	162	164	168	172		
Footpaths and Bikeways	4,156	1,066	1,942	2,722	2,145	1,353	1,205	1,205	620	653		
General Works	4,048	968	2,408	3,030	3,777	6,215	7,236	2,659	2,501	2,563		
Paved Road Improvements	8,137	8,377	8,545	8,716	8,934	9,157	9,388	9,621	9,861	10,100		
Shoulder Treatment initiatives	1,522	1,217	-	-	-	-	-	-	-	-		
Traffic and Road Safety	1,976	1,110	1,642	1,603	1,735	1,774	1,839	1,893	1,940	2,007		
Traffic Signals	324	87	92	92	85	101	101	104	107	110		
Trunk Drainage	12,799	7,967	12,131	13,774	5,504	11,985	5,924	4,631	5,522	4,480		
Queries	-	-	-	-	-	-	-	-	-	-		
Trunk Roads	7,106	10,458	6,888	8,166	11,654	6,080	10,205	17,819	17,297	6,860		
<b>Water</b>	10,755	7,873	12,948	13,999	16,931	12,409	18,384	14,510	26,482	32,536		
Leakage and Pressure Management	53	-	-	-	-	-	-	-	-	-		
Renevals	3,378	2,106	1,517	573	1,372	886	719	760	3,001	2,801		
Raw Water	820	473	709	45	167	48	175	50	8,571	12,199		
Water Mains	5,477	4,731	10,670	13,528	8,611	6,353	8,171	7,308	8,138	9,679		
Water Pump Stations	292	185	-	-	5,678	2,027	2,288	2,355	1,821	2,247		
Water Reservoir	327	-	-	-	-	1,995	-	-	-	-		
Water Treatment Facilities	408	81	52	53	1,103	2,895	5,036	4,017	4,881	5,510		
<b>Sewerage</b>	5,929	14,348	9,914	20,419	42,316	27,984	17,872	15,836	14,169	16,518		
Sewerage Mains	2,288	2,072	1,804	1,804	14,712	10,383	7,716	7,465	7,301	7,254		
Sewerage Pump Stations	884	646	1,388	3,396	11,008	8,338	4,138	5,202	3,245	5,560		
Sewerage Treatment Plant	878	8,720	5,573	15,219	19,286	6,895	5,957	3,139	3,623	3,714		
Recycled Water	692	2,911	-	-	-	-	-	-	-	-		
Laboratory	1,189	-	-	-	-	-	-	-	-	-		
<b>Waste</b>	4,028	3,648	13,534	4,923	4,138	4,262	1,683	8,215	1,952	6,445		
Landfills	3,590	620	4,837	4,923	1,760	1,683	1,683	7,572	1,952	6,322		
Legacy	232	3,120	6,861	-	-	-	-	-	-	-		
Transfer Stations	208	-	1,816	-	2,387	4,115	643	-	-	123		
<b>Corporate Computer Systems</b>	2,795	1,650	1,675	1,700	1,751	1,670	1,670	1,668	1,655	1,653		
CBD Projects	75	100	100	100	100	100	100	100	100	100		
Cemeteries	26	66	68	69	74	75	75	77	79	81		
Emergency Management	455	440	450	230	16	-	-	77	423	375		
<b>TOTAL</b>	<b>\$ 106,716</b>	<b>\$ 91,974</b>	<b>\$ 93,104</b>	<b>\$ 97,276</b>	<b>\$ 116,128</b>	<b>\$ 105,543</b>	<b>\$ 92,574</b>	<b>\$ 93,596</b>	<b>\$ 96,027</b>	<b>\$ 101,914</b>		