

# ENGINEERING SERVICES HIGHLIGHTS AND SIGNIFICANT ISSUES REPORT – MONTH ENDING MAY 2011

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## **Purpose**

To review Engineering Services Department highlights and significant issues for the month ending May 2011.

## **Background and Discussion**

Highlights and Significant Issues for period are as follows: -

### **ENGINEERING SERVICES MANAGEMENT**

#### ***Coordination of project meetings, briefings and reports on the following projects:***

- Inspections at Solonika Beach with Mayor and CEO
- Video Conference with Brisbane Courts regarding the Queensland Flood Enquiry
- Onsite meeting in Walkerston to discuss Bridge Street footpath
- Inspections at Ooralea - retention basin
- Malcomson Street meeting held with Department Transport and Main Roads
- Attended onsite meeting regarding Mackay Stadium Services
- Attended the QTCCC (Queensland Tropical Cyclone Consultative Committee) meeting in Brisbane
- Attended Welcome Reception for State Parliament

#### ***On-going involvement in the following areas:***

- Whitsunday Regional Roads Group Technical Committee, Steering Committee Meeting, Corporate Projects Committee Meeting, City Focus Advisory Committee
- Safe Plan, Design and Construct Review Meetings and SES matters
- Engineering Services Program Managers meetings

## CIVIL PROJECTS (CONSTRUCTION)

Works have been completed on the following projects:

### DAY LABOUR

- Kinchant Dam Road Reconstruction
- Middle Creek Road
- Mackay Bucasia Shared Path
- Holland Street Footpath
- Grendon Street Concrete Drain Lining
- Carlyle Street Resurfacing



Carlyle Street Resurfacing

### CONTRACTS

- 2009 Flood Saturation Damage Restoration Package 902
- 2009 Flood Saturation Damage Restoration Package 903
- Bluewater Trail Caneland Park
- Mackay South 2 Flood Damage Restoration Package 12, 2008
- Flood Package 8, 2008 – Mackay Central Urban Flood Damage

*Works have been substantially completed on the following projects:*

### **DAY LABOUR**

- Jenvey Court Footpath
- Botanic Garden Carpark
- Shakespeare Street Carpark
- Absolon / Pompey Street Intersection Upgrade
- Norris / Beaconsfield Road Traffic Signals
- Webberley / Field Street Roundabout



**Shakespeare Street 45 Deg Carpark**

### **CONTRACTS**

- Flood Package 11 – Midge Point 2008
- Glenpark Street Signalisation
- Optic Fibre Communications



**Glenpark Street Signalisation**

***The following projects are in progress:***

### **DAY LABOUR**

- Norris Road at Beaconsfield Road
- Freshwater Point Boat Ramp
- Casey Avenue Drainage at Bridge Road
- Traffic Facility works at various locations
- Pacific Drive Footpath
- Victor Creek Car Park Area
- Mirani Area Stabilisation
- Calen Area Stabilisation
- St Helen Beach Resealing
- South Pacific Avenue Footpath

### **CONTRACTS**

- Crediton Loop Road
- Roger Road Culverts
- 2009 Flood Saturation Damage Restoration Package 904
- 2009 Flood Saturation Damage Restoration Package 905
- 2009 Flood Saturation Damage Restoration Package 906
- Mango Avenue Reconstruction
- Cell 2 Hogans Pocket
- Evans Street Drain Culvert (Hague Street)
- Perry Road Reconstruction
- 2009 Flood Saturation Damage Restoration Package 907



**Perry Road Reconstruction, Walkerston**

**The following projects have been awarded:**

**CONTRACTS**

- 2009 Flood Saturation Damage Restoration Package 908
- Holts Road Culvert Upgrade
- Cape Hillsborough Widening
- Grasstree Beach Road – 3.95 to 4.2km including Bikeway

**The following projects have been put to tender:**

**CONTRACTS**

- Demolition & Disposal – Bedford Road Depot
- Caping Road – Realignment and River Crossing Repair
- Panel of Suppliers - Flood Saturation 2011
- Demolition & Disposal – Bedford Road Depot
- 2010 Flood Saturation Package 1001
- 2010 Flood Saturation Package 1002 & 1003
- Rosewood Drive Construction – Federal Funding

## CIVIL OPERATIONS (MAINTENANCE)

### Maintenance Grading in the following areas:

Heavy Grading	
Formation Grading	Barrons Road, Lenahans Road, Victoria Plains Road, Gravinos Road, Vellas Road, Greenmount Road, Bergmans Road, Abbotts Road, Gladeys Road, Bugeja Road, Barclays Road, Gormleys Road, Danastas Road, Said Road, Finlayson Point Road, Robinson Road, Rutland Road, Neilsen Creek Road, Nichols Road, Habana Wharf Road, Camelzulis Road, Dalrymple Road, Giffords Road, Fairchilds Road, Pernas Road, Geeburga-Buthurra Road, Cathu-O'Connell Road, Wales Road, Porters Road, Wagoora-Yalboroo Road, Tolchers Road.
Temporary Gravel Road Repairs (Grading & Gravelling)	Barrow Hill Road, Proves Road, Niddoes Road, Crawford Insh Road, Paces Road, Turners Access Road, McGills Road, Hopfs Road, Calen Depot car park.
Shoulder Grading	Victoria Plains Road, Te Kowai area, Racecourse area, Glendaragh Road, Belmunda Road, Wainai Road, Ball Bay Road, Cape Hillsborough Road.
Flood Damage Repairs (Job no. 1715)	Keilbachs Road, Walz Road, Newbury-Mt Vince Road, Bergmans Road, Coles Access Road, Stoney Creek Road, Masottis Road, Brands Road, Osbornes Road, Mezzens Road, Running Creek Road, Grants Road, Freegards Road, Diggings Road, Crediton Loop Road, Geeburga-Buthurra Road, Fairchilds Road, Chidgeys Road, Exmoor Road, St Helens Beach Road, Midge Point Road, Adams Road, Ruggeris Road, Lelona Drive.

### Special Works:

**Footpath repairs** – Main Street (Bakers Creek), Sophia Street, Wellington Street, Carlyle Street, Gordon Street, Peel Street, Juliet Street, Victoria Street, Gregory Street, Shakespeare Street.

**Vegetation Control** – City area (weed spray treatment).

**Sign & Guidepost repairs** –

**Culvert, Pipe & Catchpit repairs** – Napier Street, Archibald Street and Illawong Beach.

**Kerb & Channel repairs** – Stewart Street, Hunter Street.

**Water Board Patching** – Carlyle Street, Nelson Street.

**Street and Gutter Collection** – Pioneer Valley areas, Northern Beaches areas, Sarina and beaches areas, Slade Point area, town areas 1 and 2, Archibald Street, Scott Street, Juliet Street.

**Suckins, Digouts & Scours** – Robinson Road, Habana Wharf Road.

**Special Works** – repair shoulder Ridolfis Road, repair washout Moohins road, repair shoulder Rural View Drive, line markers Andergrove area, shoulder repairs – Paulette Street, Property drainage – Black Street, Illawong Drive, timber bridge repairs – Gooseponds, bridge repairs – East Funnel Creek bridge, Seaforth Boat Ramp.

**Pothole Patching:** Stanfords Road, Barrie Lane, Stockroute Road, Bergmans Road, McEwens Beach Road, Bells Road, Sweeney Street, Glenella-Richmond Road, Frank Cowley Road, Hill End Road, Keeleys Road, Glenpark Street, Christoe Street, Chidlow Street, Wainai Road, Jensens Road, Ball Bay Road, Holiday Bay Road, Cape Hillsborough Road, Schapers Road, Pioneer Street, Nebia Conningsby Road, Holts Road, Glendaragh Road, Blacks Beach Road, Bobongies Road, Olletts Road, Sugarshed Road, Banksia Street, Albert Court, Shaefer Street, Andrew Fordyce Drive, Nebia-Conningsby Road, Eimeo School Road, Miclere-Farleigh Road, Golflinks Road, Harveys Road, Bucas Drive, Celeber Drive, Pittman Street, Hollack Street, Royal Sands Blvd, various Northern areas, Shakespeare Street, Prospect Street, Dennis Street, Hague

Street, Lynch Street, Pratt Street, Mackenzie Street, 13<sup>th</sup> Lane, Bothwick Street, Macrossan Street, Queens Park, Hoey Street, Symons Street, Clements Street, McColl Street, Stewart Street, Graffunder Street, Bernborough Avenue, Casey Avenue, Marwood Road, Bucasia Road, Jenvey Court, Napier Street, McIntyre Street, Gunsynd Street, Milton Street, Hucker Street, John Vella Drive, Burns Street, Victoria Street, River Street, Lawson Street, Capings Bridge, Scott Street, Black Street, Kippen Street, Hamlet Street, Cowleys Road, Sophia Street, Christie Street, Digby Street, Leisure Court, Leisure Court, Peel Street, Brisbane Street, Park Street, Gold Street, Bernborough Avenue, Field Street, Pompey Street, Clements Street, Boddington Street, Tulloch Street, Boundary Road, Kindermar Street, Ennio Court, Mengel Street, Stockroute Road, Waldon Street, Smith Street, Credlin Street, Katie Court, Plath Street, Podosky Street, Mogford Street, Taylor Street, Griffin Street, Lloyd Street.

**Drainage Maintenance:** Admiral Drive, Swayne Street, Danastas Road, Old Bowen Coach Road, Diggings Road, Crediton Loop Road, UpRiver Road, Lex Creek Road, Cathay Creek Road, Bee Creek Road.

**Mowing & Slashing:** Dunrock, McEwens Beach, Bakers Creek, Te Kowai, Racecourse, Palmyra, Sandiford, Homebush, Walkerston, Bloomsbury, Kuttabul and Midge Point areas, south side and north side drains where dry.

**Main Roads RMPC:**

Other Bituminous Works / Pothole Patching / Pavement Repairs	Maraju-Yakapari Road,
Heavy Formation grading / gravel resheeting / other formation works	Eton-Homebush Road, Marian-Eton Road, Mirani-Eton Road, Mia Mia Connection Road, Maraju-Yakapari Road, Eungella Dam Road.
Culvert / Drainage Works	
Tractor Slashing Rural / Urban / Boom Mowing / Clearing Works / Herbicide Spraying / Declared Plant Spraying	<p><b>Tractor Slashing:</b> Mackay Bypass Road, Maraju-Yakapari Road, Mackay-Habana Road, Yakapari-Seaforth Road, Yakapari-Habana Road, Mackay-Bucasia Road, Eimeo Road, Mackay-Slade Point Road, Bruce Highway (South), Bruce Highway (North), Mackay-Slade Point Road.</p> <p><b>Boom Mowing:</b> Maraju-Yakapari Road, Marian-Hampden Road, Mackay-Habana Road, Yakapari-Seaforth Road, Yakapari-Habana Road, Mackay-Bucasia Road, Eimeo Road, Mackay-Slade Point Road,</p> <p><b>Herbicide Spraying:</b> Rockleigh-North Mackay Road, Mackay-Bucasia Road, Eimeo Road, Mackay-Slade Point Road.</p> <p><b>Other:</b> Peak Downs Highway (Clearing), Mackay Bypass Road (minor landscaping), Bruce Highway (South), Marlborough-Sarina Road, Marian-Eton Road (declared plants).</p>
Rest Area Servicing	Bruce Highway (North).
Road Sweeping/Roadside Litter Collection	Bruce Highway (South), Bruce Highway (North), Mackay Bypass Road, Mackay-Slade Point Road.
Emergency Call Outs	Bruce Highway (South), Bruce Highway (North).
Signs / Guide Post Works	Bruce Highway (North), Marian-Eton Road.

## TECHNICAL SERVICES

- Development and design of projects for saturation damage projects throughout the Council area for 2009, 2010 and 2011 events.
- Development and design of projects within Capital Works Programme.
- Development of draft 20 yr Capital Works Programme making provision for all current projects and proposed development projects and its revision to match LTFP and PIP requirements.
- Discussion with property owners and utility providers regarding future road construction at Connors Road (Farrelly to Archibald). Modification of plans to meet DTMR specification requirements for tender issue.
- Consultation complete and detail design commenced for Paradise Street (George to Henman Streets) upgrading.
- Consultation and detail design regarding Archibald Street (Connors to Milton) upgrading.
- Consultation and detail design of the HAFF Grant project including Rosewood Drive from Mackay Bucasia road to Chenoweth Drive including design development for works associated with Northern Beaches Central and the Northern Beaches High School.
- Detail design of culvert crossing Casey Avenue, concept development and detail design for stadium access, car park and Bluewater Trail extension.
- Detail design and technical specification preparation for contract delivery projects including North Mackay Levee construction, Cowleys Road Reconstruction and Paradise/Victoria/Park and Porter Reconstruction.
- Concept Design associated with CBD footpath upgrades via Master planning for CBD treatments.
- Discussions with Consultant in regard to the completion of the CBD Access Audit.
- Lead role in the preparation of “Safety in Design”, Erosion and Sediment Control and Fish passage and Waterway Barrier applications in relation to designs to meet industry standards.
- Attendance at Paget Depot Management Group & Steering Committee meetings and Corporate Projects Meetings, 2010 & 11 Flood Damage design discussions, Transport Working Group, Management Leadership Forum, Strategic Planning Internal Stakeholders meeting, Contracts Working Group, Road Asset Management working group, and Asset Owners working group.
- Provision of reports to Council on future Local Area Traffic Management programs and McEwens Beach Erosion.
- Participate in Departmental Briefing to Council and council budget briefings.

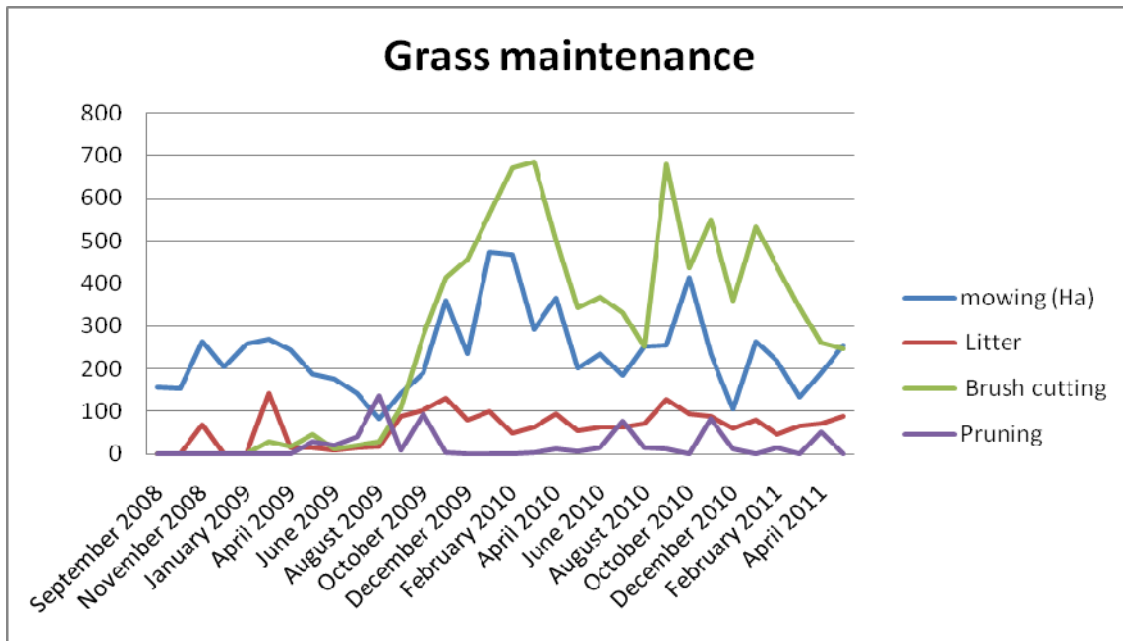


## PARKS AND ENVIRONMENT

The Parks & Environment report for the month of May contains information on activities undertaken throughout the month by the staff within the program.

Officers on call attended; - 7 after hours phone calls and 8 after hours call outs.

- **Administration** – 46 park bookings were recorded,
- **Customer Requests** – 403 requests were actioned in the month of May, 344 requests were received and 206 requests remain Unactioned.
- **Technical Officers** – 1 “On Maintenance” inspections, 2 “Off Maintenance” inspections.
- **Horticulture Activities** – 38476 m2 garden beds serviced; 19.2 hours spraying herbicide; 18.5 hours repairing irrigation
- **Grass Maintenance Activities** – 663,550m2 parks mowed, 92,977m2 community hall grounds mowed, 137,932m2 easements mowed; 172.5 man hours spent whipper-snipping; 45.5 hours spent litter collecting; 2919 toilet cleans; 1380 BBQ cleans.



**Pioneer Valley** – 367472m2 parks mowed; 131882m2 drains mowed; 459192m2 road reserves/easements mowed; 34 hours spent whipper snipping.

**Southern Region** – 581,215m2 mowed; 40 hours spent whipper snipping; 40 hours litter collection

- **Arboriculture Activities** - tree crews completed the following work during the month of May in addition to reducing the back log of customer requests.

	Total Trees Pruned	Council Trees Removed	Scheduled Palm Trees defroned/deseeded	Requests- branch pick up	Coconut Trees denuded	Trees Attended in Juvenile stage	Trees attended for other Council wks	Requests- minor prune	Requests- major prune	Trees Planted in Streetscapes
May 2011	45	60	0	1	0	0	0	2	17	29

- **Natural Environment and Marine Beach Activities -**

Works have progressed implementing the beach plans for 2010/11 and team work plans. Works undertaken during May have included:

- Community working bee at Bucasia beach on Saturday 14<sup>th</sup> May
- Conservation Volunteers Australia Working bee at Sandfly Creek Environmental Reserve on Saturday 28 May
- Working bees held at Ball Bay and Haliday Bay on Saturday 28<sup>th</sup> May (total of 9 volunteers attending).
- Staff and community completed the planting of approximately 600 seedlings at Ball and Haliday Bay and fencing work was also completed in these locations.
- A flyer of community activities has been produced.
- A brochure has been produced to update the community on the progress with the implementation of the beach plans. It is hoped to be able to produce a similar brochure once or twice per year. These brochures are to be distributed by Australia post in Blacks Beach, Bucasia and Shoal Point. It will be hand delivered to residents near Sandfly Creek and will be circulated with local papers/newsletters in Ball Bay, Haliday Bay, Seaforth and Midge Point. It is also on council's website and will be available at libraries and community events such as the Mackay Show, Eco Expo and Pioneer Valley Show.

Conservation Volunteers Australia worked at the following sites:

- Grasstree Beach – 28/3 to 1/4/2011 – in partnership with council and SLCMA, funded by BMA
- Sandfly Creek Environmental Reserve –24-28/5/2011– in partnership with council and funded by Hail Creek Mine Development Fund
- Finlayson's Point and Ball Bay –18-20/5/2011 – part funded by Council, part funded by CVA
- Sarina Community Native Gardens – 2-6/5/2011 – in partnership with council and SLCMA, funded by BMA

A weed control contractor has been undertaking weed control at Shoal Point and Bucasia over recent months, funded by Reef Catchments (Caring for our country funding – approx. \$20,000). Council will be contributing funds to allow this work to be extended for another week if required (\$5,000 approximately). The results achieved to date have been excellent with the contractors showing a great ability to spray target weeds including guinea grass, rat's tail and lantana, and avoid regenerating native seedlings

Fencing repairs were undertaken at Finlayson's Point. The coastal plantings are growing strongly and weed control has been effective in this area.



Weed pile from working bee at Bucasia



Fencing at Holiday Bay



Growth of Casuarinas at Finlayson's Pt



Fencing at Ball Bay

The Habitat Restoration team spend time working at Janes Creek, Blue River Trail, Sandfly Creek Environmental Reserve, Blacks Beach Spit, Illawong foreshore revegetation site, Slade Point Reserve and the Mackay Natural Environment Centre.

The Mackay Beach team replanted 80 trees at Ball Bay over the Easter period, undertook weed control and fencing repairs at Finlaysons Point, watered recent revegetation sites, continued debris removal at Harbour beach and started repairs to the Bucasia swimming enclosure.

The Sarina Beach team planted seedlings at Salonika Beach and Grasstree Beach, undertook weed control works at Perpetua Point, Grasstree Beach, Salonika Beach, Freshwater Point and Campwin Beach, and spread mulch at Grasstree Beach.

Council had a briefing session on Crocodile management issues from Queensland Parks and Wildlife Services.

Work continued finalising Council's Reef Guardian Plan for 2011/12.

- **Cemetery Operations -**

Cemetery	May 2011
Burials Mt Bassett	9
Burials Mt Bassett Ashes	5
Burials - Mackay	0
Burials - Mackay Ashes	1
Burials - Walkerston	3
Burials - Walkerston (Ashes)	3
Burials - Mirani	2
Burials - Marian	2
Burials- Sarina	1
Hand Dig of grave	1

- **Parks Building Services Activities -**

Electrical Operations: Electrical staff attended to eleven traffic light lamp replacements and carried out repairs at two signal sites. General maintenance inspections to all traffic lights were completed twice during the month. Two traffic light poles were lowered at Farrelly's Rd intersection to allow oversize vehicle access on four occasions.

Other Electrical Work: Twenty five repairs were conducted on Parks infrastructure including park lighting, shelter lighting, power supply and BBQ's. Five repairs were completed on other council buildings, four repairs to electrical tools/equipment and two test and tag of equipment.

Playgrounds: There were seventy three visual inspections and sixteen operational inspections conducted on the districts play equipment. Major repairs were completed at seven locations and minor repairs at eighteen. Weed treatment was applied to fifty one playgrounds.

Built Asset Maintenance: The school holidays resulted in a large spike in the amount of graffiti and vandalism, all of which has now been cleaned up and repaired.



**Fire Damage Anzac Park**



**Pompey St Park Graffiti**



**Queens Park Vandalism**



**John Breen Park Fire Damage**



**Grendan Park Vandalism**



**Grendan Park Vandalism second incidence**

Other than the vandalism shown there were new hinges fitted to six toilet doors, four repairs to toilet locks and new signs fitted to three amenity buildings.

Rooves and gutters were cleaned at four amenity buildings.

Picnic settings were refurbished and repainted at three locations. Two seats and one picnic setting were replaced at two locations and a new timber park sign manufactured and installed at Schaefer Park.

Following repairs to vandalism at Grendan Park amenities the building was fully repainted inside and out.

The large picnic shelter was also repainted. The John Breen Amenities were fully repainted internal.

**Capital Projects - The following projects are completed**



**New footbridge Gooseponds**



**Path and Drainage Work Anniewood Park**

## Mackay Regional Botanic Gardens

### Overview:

- **Meadowlands**

The 'Meadowlands' detailed design phase was completed by GHD at the end of May. This provided detailed design for the Outdoor Performance and Events Centre, access pathways including the first stage of the multifunction access corridor that will, one day, link Ooralea with the Bluewater Trail and the Alexandra Street/Crowleys Road carpark design and entry.



Torres Strait Island Precinct

- **Torres Strait Islander Garden Activation Strategy**

The Torres Strait Islander Meeting on May 3<sup>rd</sup> was an opportunity for community members to visit the precinct within the Botanic Gardens, view the overall plan for the site and ask for feedback on plans for the positioning of the Torres Strait islands shelter and interpretative signage. Community members shared many stories of plant usage that could be included in the precinct in future signage ideas and for education programs. The next meeting will be held after the shelter's construction is completed (August) to finalise signage and a design for a ceremonial entrance carving.

- **A Garden Friends Planting Bee** was held on Saturday May 21<sup>st</sup> in the Sarina - Proserpine Garden and adjacent Ethnobotany - Medicinal Plants and Dumbleton Basin Gardens and the Gardens Friends were out in force to add more plants to the Garden's collection. Over 300 plants were planted including medicinal plants.

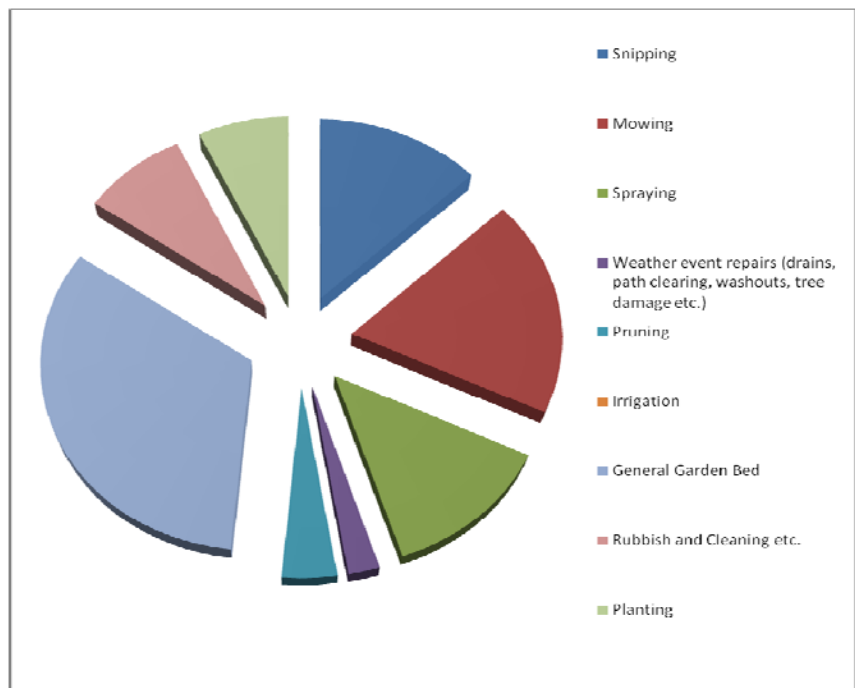


Gardens Friends planting at the Ethnobotany – Medicinal Plants Garden

Mini-planting bees (2 instead of 3½ hours) were held on May 7<sup>th</sup> and 28<sup>th</sup>, adding native annuals to the Orientation Garden and an informative selection of 'old fashioned' vegetables and flowers to the Heritage Gardens, as well as adding beauty and colour to the popular wedding site and a variety of plants utilised in educational tours.

### Horticultural and Site Works:

Snipping – 93.5hrs  
Mowing – 136hrs  
Herbicide Spraying – 93.5hrs  
Tidy up after floods – 17hrs  
Pruning (trees, shrubs including hedging) – 29.75hrs  
General garden bed maintenance – 238hrs  
Rubbish collection including bin emptying – 59.5hrs  
Planting – 51hrs





### **Weather Station Data:**

Rainfall for month (mm): 31.2

Days of rain: 22

Av. Temperature for Month

(deg C): 18.5

High Wind Speed (knots): 23.5

Avg. Wind Speed (knots): 1.7

Dom. Wind direction: SSE

### **Botanic Gardens Functions:**

- 4 weddings
- 11 meeting room bookings
- Queensland Health held the Mackay **Healthy Heart Walk** on May 2, encouraging participants to enjoy regular exercise and publicise Council's 10,000 Steps routes – including the Botanic Gardens.
- May 17 saw new lessee Paul Gibbs take over the **Lagoons Café lease** from Grinders Corporate Catering.



“Venation” from ‘Leaf Litter’ exhibition

### **Visitor Services Program:**

#### Lagoons Gallery Exhibitions

The Lagoons Gallery Exhibition for May was “Leaf Litter” by Maya Harrison. The ‘Leaf Litter’ exhibition utilised watercolours, lino prints, photography, Kenaf paper-making, scanned images, crocheting and a showcased installation as a way to highlight intricacies of the ecosystem that is mostly beneath our feet and often goes un-noticed. The exhibition was a means subtly educate the community, while viewing the artworks... about plant biology, ecosystems, leaf shapes, the purpose of Latin naming and Fungi, some quite scientific concepts, while they were viewing something creative.

#### **Planted Program**

##### **School visits**

- Marian School 17<sup>th</sup> May - 4 x Year 2/3 classes ‘Insects’, 2 x Year 5 classes ‘Parts of Plants’
- Eimeo School 18<sup>th</sup> May - 2 x Prep classes ‘Composting’
- Mackay Central School 19<sup>th</sup> May - 1 x Year 1 class ‘Life cycles’
- Eimeo State School May 24<sup>th</sup> and May 26<sup>th</sup> - 5 x prep classes ‘Mini-beasts’

##### **Outreach Program**

- Earth Smart School’s Networking and Professional Development Day was held on 20<sup>th</sup> May. This was held at Hampden and the children of the school were able to view the creatures and information made available to the teachers. It was also a good opportunity to meet with new schools beginning their journey of sustainability.
- East Mackay ABC Childcare May 23<sup>rd</sup>. ‘Mini-beasts’ were taken from the Gardens to the centre.



East Mackay ABC Childcare Outreach visit

For the month of May, 400 students, plus the whole school of Hampden accessed the Planted programs of the Botanic Gardens through either visiting the Gardens or by visiting the schools at outreach days.

## Events

- **Palm & Cycad Fair** at Farleigh Mill on Sunday 15<sup>th</sup> May was good exposure for the Gardens and the Friends.
- **Greenmount Heritage Fair** May 29<sup>th</sup> was another Gardens and Friends promotion and this time Mackay Regional Botanic Gardens made the front page of the Midweek with our 'old fashioned games'.
- **Under 8's Week** offered opportunities for young children with CQU Uni students undertaking Under 8's activities with the VSO on May 6<sup>th</sup> with the theme of 'Bush to Beach'. A Guided Walk for Small Explorers was also held on May 27<sup>th</sup>.
- **Volunteer Week Special Guided walks** were organised. Attendees were very impressed with the Gardens and the thanks that was shown to them for assisting the Council in a variety of volunteer roles. Some people that attended are now organising other groups to come on the walks at the Botanic Gardens in the near future.

## **EMERGENCY MANAGEMENT**

### **Community Education**

The Emergency Management Section continues to support and promote community disaster awareness education, community preparedness and resilience for disaster events.

### **Disaster Coordination Centre**

The Disaster Coordination Centre remains at a point of readiness.

A number of IT issues regarding the Guardian Disaster Management System remain outstanding.

Council has approximately 100 staff trained in the use of Guardian and approximately 140 staff trained in Disaster Coordination Centre Operations.

### **Emergency Alerts**

The following emergency alerts were received during the month:-

- 10 May 2011 - 7.11pm - No threat tsunami alert – undersea earthquake of 7.1 magnitude near Loyalty Islands.
- 16 May 2011 – 5.09am - No threat tsunami alert – undersea earthquake of 7.1 magnitude near Loyalty Islands. (Alert was issued in error, as this referred to the event on 10 June 2011)
- 16 May 2011 – 5.10am - No threat tsunami alert – undersea earthquake of 6.5 magnitude near Solomon Islands.

### **Flood Commission of Inquiry**

As a part of the Flood Inquiry, two statements in answer to questions raised by the Commission were prepared for the Local Disaster Coordinator.

### **Meetings and Conferences**

- Attendance at the SES Training and SES Functions meeting on the 9<sup>th</sup> May 2011.
- Attendance at Queensland Reconstruction Authority Workshop held on 10<sup>th</sup> May 2011 in Emerald.
- Initial meeting with Emergency Management Queensland regarding the Emergency Wardens Project.
- Attendance at the Mackay District Disaster Recovery Committee meeting on the 18<sup>th</sup> May 2011.
- The Mackay District Disaster Management Group meeting scheduled for the 19<sup>th</sup> May 2011 was postponed to 4<sup>th</sup> August 2011, due to policing commitments for Regional Parliament.
- Council has joined with a number of Central Queensland Regional Councils in forming a Disaster Management Officers Group with its inaugural meeting on 28<sup>th</sup> June 2011 in Emerald.
- A Guardian Disaster Management System User Group is being established with its inaugural meetings being held in Bundaberg on 27<sup>th</sup> July 2011, in conjunction with the LGAQ Disaster Management Conference.

## **Planning**

### **Mackay Local Disaster Management Plan and Operational Plans**

Works continues on updating and reviewing both the Main Plan and Operational Plans.

Progress on this work has been inhibited by the number of events that have occurred during the year.

### **Aged Care Facilities Emergency Plan Reviews**

As a part of the lessons out of TC Yasi, it was recognised that some reviews of the Aged Care Facilities Emergency Plans were needed.

Work has commenced on a project, with initial contact being made with the Regional Aged Facilities Association. The intent to hold some workshops to assist facilities with updating their plans to ensure they are adequate to respond to the needs for evacuation.

## **Projects / Mitigation Strategies**

A number of Projects and Mitigation Strategies are currently being either assessed or undertaken.

- Storm Surge Study – A NDRP grant has been successful. The scope of works is currently being prepared for tender and appointment of suitable consultants to undertake works.
- Community Emergency Wardens Project – This is a pilot program being developed between Council and Emergency Management Qld to assist communities, that may become isolated, though the appointment of Community Emergency Wardens. The role of the positions is to be able to provide an initial impact assessment of the damage to the LDMG and to be the conduit for communication and resupply between the community and the LDMG. Areas of need and a training needs analysis are currently being assessed. It is expected that some appointments will be in place for the upcoming wet season.
- Aged Care Facilities Emergency Planning Project – This is a project which is currently being undertaken to assist Aged Care Facilities to adequately plan for evacuations during disaster events.
- SES Functions/ SES Instructors Project – Emergency Management staff in conjunction with Emergency Management Queensland are currently holding monthly meetings to review the SES unit functions, which need to be signed off by Council and to establish a process of internally developing skills of current SES members to enable them to gain their instructor qualifications.
- Backup Generators for Sir Albert Abbott Admin Building – works on project are nearing finalisation.

## **Staffing**

Following a rather lengthy summer period of events, the Emergency Management Section staff has been reducing leave entitlements through this period.

## **SES Update**

Current Unit Volunteer strength of the SESMRU using Emergency Management Queensland (EMQ) training records is **288** active volunteers.

Current operational asset readiness is at 100%; all assets are currently in service (no assets in for repair or service)

## Activations

MRU put on standby to assist Police with agency support (protect and preserve an incident scene) and emergency lighting post serving of warrants at several locations.  
MRU ultimately not required on this occasion as warrants eventually served during daylight hours.  
No other activations

## Alteration to the SESMRU Chain of Command

It is the desire of the SESMRU Executive to establish a fourth area of volunteer management within the Mackay Regional Council area.

This will enable the SESMRU executive to better manage the growing unit.

Currently, three Deputy Local Controllers exist in three areas,

- Mirani Area
- Mackay Area
- Sarina Area

A fourth area is proposed as shown on the provided map as,

- Calen Area

This requires the appointment of a fourth Deputy Local Controller.

This initiative is supported by both the EMQ Regional and Area Director's.

All executive positions within the SESMRU have been advertised and all existing and potential executives will have to apply for these positions. This action is in line with the three year executive management periods.

## Asset Turnover

Mackay Storm Trailers 1, 2 have now been replaced with new larger and more operator friendly trailers.

Mackay Storm Trailer 3 has been replaced with a new trailer and assigned to Calen group.

Mackay no longer requires three trailers as it now has a trade pack (large tool boxes and storage) on its dual cab vehicle.



Mackay Troop Carrier replaced with 7 seater High clearance 4wd Truck (C class Licence)

- Truck will eliminate the need for any additional storm trailers keeping plant hire costs down.
- In 2019 this asset will achieve a cost saving of \$30,000 as opposed to replacing with another Troop Carrier as the tray and boxes will be removed and placed on the 2019 replacement vehicle.

### **Additional Assts Donated**

Public Education and Operations Trailer donated by BYCRUS (\$11,133) due into service in June.

### **Other Donations**

\$1000.00 from Mackay Ballroom Dancers.

### **Courses Completed, all of Unit**

#### High Risk

Vertical Rescue	6	new operators
Safe Working at Heights	35	new operators
Traffic Control	13	new operators

#### Low Risk

Incident Management  
General rescue  
Casualty Handling  
SES Safety

### **Public Education for May**

#### Events Attended

Winter moon 1<sup>st</sup>, 2<sup>nd</sup> May  
Relay for life 14<sup>th</sup>, 15<sup>th</sup> May  
National Day of thanksgiving 28<sup>th</sup> May

#### Safety Demonstrations

World's Largest Learner Drivers Lesson 4<sup>th</sup>, 5<sup>th</sup> May  
BSES field days 21<sup>st</sup>, 22<sup>nd</sup> May

#### Public Speaking

Carlyle Gardens Retirement village 5<sup>th</sup> May

### **Other Activities**

The MRU provided a personal honour guard and vehicle escort at the funeral for Les Pyke, 30 year volunteer veteran, executive and specialist trainer of the SES.

Emergency magazine will have a story relating to his service and funeral in their next issue.

Emergency Magazine will also be doing a story on the current status and success of the Armstrong Beach Group in their next issue.

## QUALITY ASSURANCE

### QUALITY ASSURANCE

#### **Number of Customer Satisfaction Surveys (Maintenance Requests)**

Civil Operations - 108  
Parks and Environment - 92  
Water Services - 117

#### **Number of Customer Satisfaction Surveys (Construction Projects)**

Nil

#### **Customer Satisfaction Survey Results Finalised (March/April Period)**

Civil Operations  
Parks and Environment  
Water Services

#### **Number of IMS Documents Reviewed and Updated**

Standard Operating Procedures - 88  
Forms - 51  
Booklets - 1

#### **Number of New IMS Documents Commenced**

Standard Operating Procedures - 1

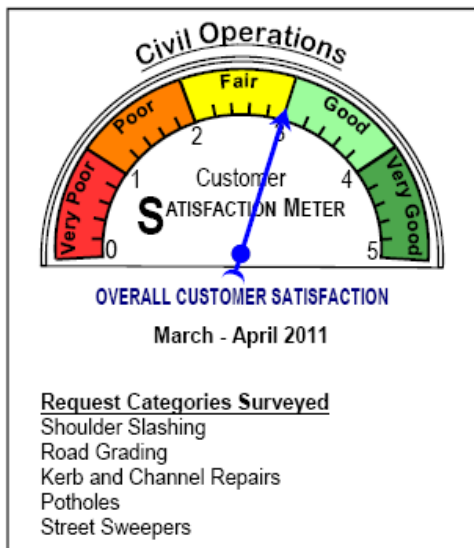
#### **Number of Work Sites Visited**

3

#### **Number of Internal Audits Conducted**

Nil

#### Customer Survey Results



#### Maintenance Requests

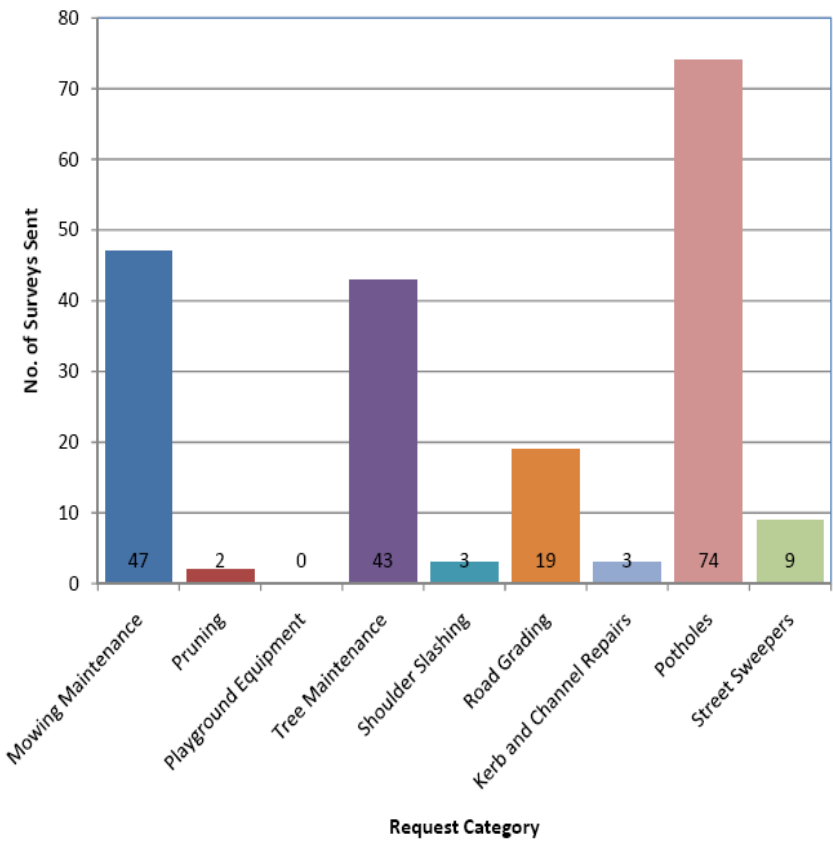
Satisfaction surveys are posted to customers at the end of each month. The results are reported bi-monthly on a per Program basis.

#### Construction Projects

Satisfaction surveys are letter-boxed/hand delivered to customers on project completion. The results are reported on a per project basis.

EXTERNAL MAINTENANCE SURVEY FORMS - MAY 2011

Engineering Services

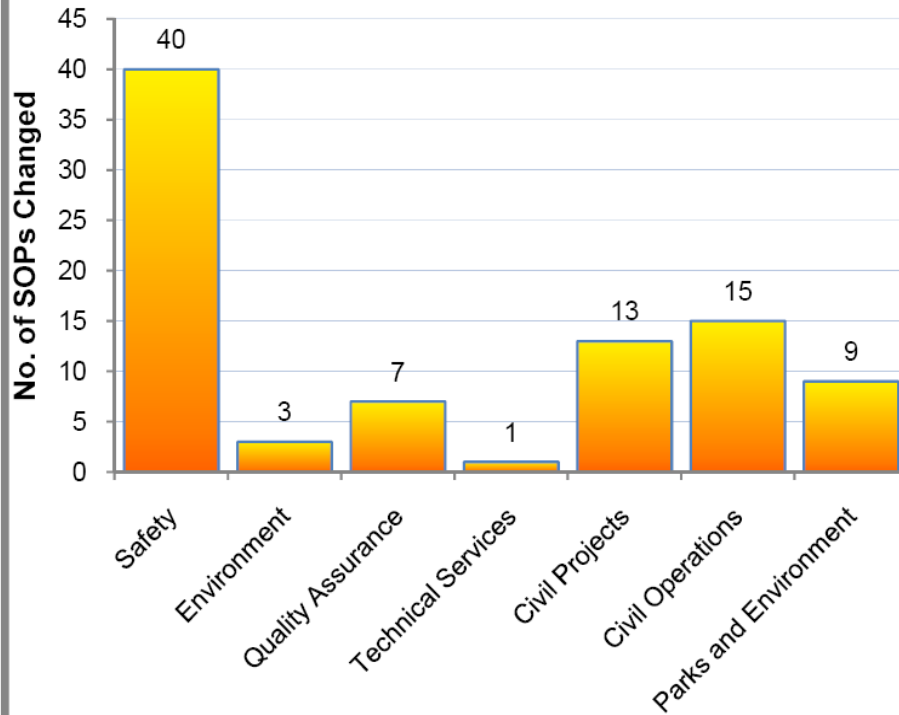


Categories / Numbers for Surveys Conducted for Water & Waste Services

Sewerage Blockage	- 3
Broken Manhole	- 1
Sewerage Overflows/Spillage	- 2
Fire Hydrant - Damaged/Leaking	- 7
Water Main - Broken/ Leaking	- 11
Water Meter - Broken/Leaking	- 43
Water Meter - Rewasher /Leaky Stopcock	- 9
Water Service - Broken/Leaking	- 41



### Changes to Standard Operating Procedures (SOPs) May 2011



**TYPICAL CHANGES**

**General**

Updated contents to reflect legislative changes, requirements of ISO 9001, recommendations from Incident Reports, audits etc.

**Document Control**

Renumbered SOPs in line with new document identification convention

**Format**

Reformatted SOPs to "swim lane" layout

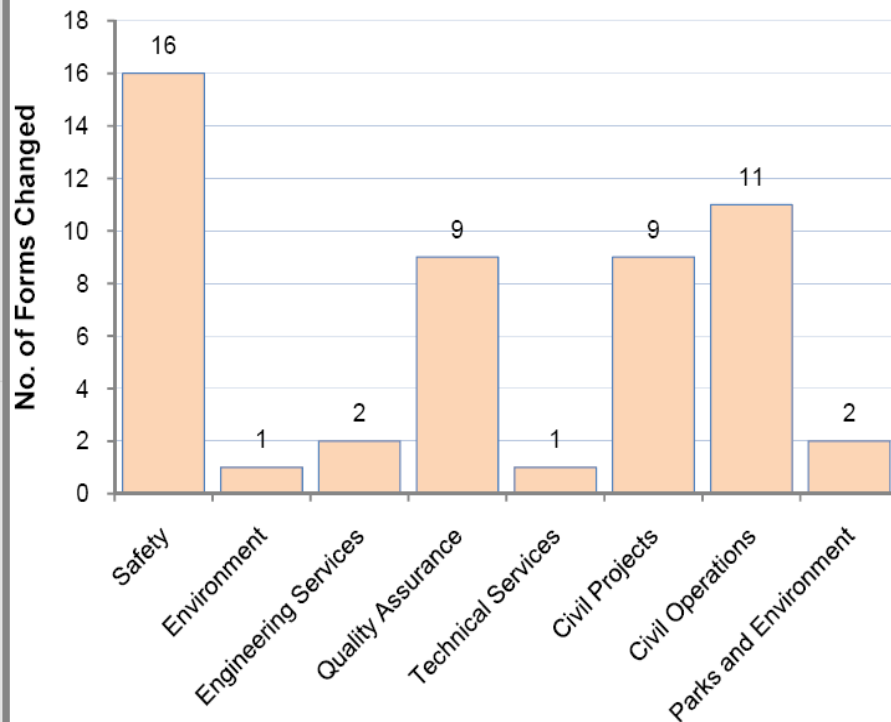
**SafePlan**

Redesigned Table 1 to include references to relevant SafePlan documents

**Safety**

Highlighted safety component of individual steps in yellow

### Changes to Standard Forms May 2011



**TYPICAL CHANGES**

**General**

Updated contents to reflect legislative changes, requirements of ISO 9001, recommendations from Incident Reports, audits etc.

**Document Control**

Renumbered forms in line with new document numbering convention

### **Consultation**

There has been consultation with Engineering Services Program Managers.

### **Resource Implications**

Nil.

### **Conclusion**

It is evident from the report that significant progress has been made in the areas of road maintenance, park mowing and roadside improvements. To compliment these activities additional crews have been allocated to the maintenance of traffic islands across the region.

This report has been complimented by the inclusion of updates from Emergency Management and Quality Systems to assist Council in determining the status and progress of a number of initiatives in these areas.

### **Officer's Recommendation**

THAT this report be received.