# FINAL MINUTES

16 October 2013

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## Declaration of Potential Conflict of Interest

Cr Kevin Casey - Item 15.2

# ORDINARY MEETING
# MINUTES

## 1. ATTENDANCE:

Her Worship the Mayor, Cr D T Comerford (Chairperson), Crs K J Casey, C J Bonanno, L G Bonaventura, F A Gilbert, D J Perkins, P F Steindl, and R D Walker were in attendance at the commencement of the meeting. Also present was Mr B Omundson (Chief Executive Officer) and Mrs M Iliffe (Minute Secretary).

The meeting commenced at 10.01 am.

## 2. ABSENT ON COUNCIL BUSINESS:

Cr G J Martin who is attending the 2013 SEGRA Conference in Coffs Harbor.

## 3. APOLOGIES:

Crs A N Jones and T A Morgan

## 4. CONDOLENCES:

Nil

## 5. CONFIRMATION OF MINUTES:

### 5.1 ORDINARY MEETING MINUTES 2 OCTOBER 2013

THAT the Ordinary Meeting held on 2 October 2013 be confirmed.

**Moved Cr Gilbert** **Seconded Cr Bonanno**

**CARRIED**

## 6. BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING:

Nil

## 7. MAYORAL MINUTES:

Nil

## 8. CORRESPONDENCE AND OFFICERS' REPORTS:

### 8.1 DEVELOPMENT SERVICES - MONTHLY REVIEW REPORT FOR MONTH OF SEPTEMBER 2013

**Author Director Development Services**

**Purpose**

To review the attached Development Services Monthly Review Report for the month of September 2013.

**Officer's Recommendation**

THAT the attached report be received.

**Council Resolution**

THAT the Officer's Recommendation be adopted.

**Moved Cr Perkins** **Seconded Cr Bonaventura**

**CARRIED**

### 8.2 REPEAL OF STATE CAT REGISTRATION

**Author Manager Health & Regulatory Services**

**Purpose**

To advise Council on changes to the *Animal Management (Cats and Dogs) Act 2008*, which now removes the requirement for all cats in Queensland to be registered with Council. There is however an opportunity under the current *Agriculture and Forestry Legislation Amendment Bill*

*2013*, which received Royal Assent on Monday, 23rd September 2013, for Council to decide, within 28 days, if it wishes to continue with the registration of cats within the Council area.

**Background/Discussion**

Council has, since the introduction of the *Animal Management (Cats and Dogs) Act 2008*, established a registration regime for the identification of cats within the Council area. This is due primarily to the mandatory requirement to do so and is aimed at reducing the numbers of unwanted cats in Queensland generally. The legislation also encouraged pet owners to have their cats de-sexed. Our current registration fees recognise this by giving a discount for de-sexed cats.

There are however a number of amendments being made to the Act and one of the changes is the removal of the mandated requirement for residents to have their cats registered with Council.

It is intended that despite the repeal of cat registration requirements under the Act, local governments will have the choice of enacting local laws requiring cat registration pursuant to the local law making power conferred under section 28 of the *Local Government Act 2009*.

This is intended as a transitional provision to bridge the period between the repeal of cat registration and the enactment of local laws. The effect of the clause is that local governments will be able to continue the operation of former chapter 3 (registration requirements) and certain former provisions necessary to give effect to former chapter 3, if the local government declares itself as a local government to which the former chapter 3 applies.

Through Council's current cat registration arrangements, registration fees for cat owners are $30 for a full cat and $10 for a de-sexed cat, although during the discount period, these fees drop to $15 and $5 respectively.

There are currently approximately 3,000 cats registered with Council, with $14,687 collected in fees up to the end of August for the 2013/14 budget.

This income subsidises Council cat management operations as follows:

- Service for rehoming cats to their owners when the animals are handed in by the public.
  - Approximately 200 cats are rehomed or released back to their owners annually.

- Housing and feeding cats in Councils care.
  - Approximately 370 cats are impounded annually.
  - Food for cats is approximately $480 annually.

- Euthanising cats that can't be rehomed.
  - Approximately 170 cats are euthanised annually.
  - Vet costs for euthanising cats are approximately $4,080 annually.

- Cat trap hire operations.

- Ongoing responsible pet ownership promotions throughout the Council area.

Defining Council's current administration costs for registering cats is difficult because this is done in conjunction with dog registrations.

The administration cost estimate for registering cats is:

| Function | Cost |
|---|---|
| Sending out registration renewals | $1,200 |
| Purchase of printed tags | $765 |
| Sending out tags | $2,400 |
| TOTAL | $4,365 |

There would also be some administration system and labour costs associated with Client Services and Health and Regulatory Services for the processing and system maintenance of the cat registrations but this would be very minimal compared to the overall functions of these Officers.

There is an opportunity for council to retain the registration regime through the current amendments to the *Agriculture and Forestry Legislation Amendment Bill 2013* provided that a resolution of council is passed within 28 days of the Royal Assent of the Bill on 23rd September 2013.

The operation of this transitional provision is limited to one year after commencement, until the declared local government makes a local law about cat registration, or until a declared local government passes another resolution that it is no longer a declared local government (whichever happens earlier). It is expected that one year will provide adequate time to develop model local laws for cat registration for local governments electing to continue with cat registration requirements beyond this transitional period.

It is felt that the current registration regime should be retained as Council will be required to continue to deal with stray and unwanted cats and registration of animals tends to support responsible pet ownership and it is not unreasonable to expect that this user pays principle should be retained.

**Consultation and Communication**

- Director Development Services
- Manager Governance & Assets
- Coordinator Regulatory Services
- Local Laws Officers

**Resource Implications**

If registrations stopped, revenue of approximately $15,000 per year will need to be found in Councils budget to cover the current and future operations.

**Risk Management Implications**

Risks to Council associated with this change include increasing cat populations through irresponsible pet ownership habits of residents. Specifically, the loss of any incentives to have

cats de-sexed and any control regarding the number of cats owned by individuals at a particular address would have detrimental implications for encouraging responsible pet ownership.

**Conclusion**

Council has the opportunity to continue with the current registration of cats within the council area and given the costs associated with the cat management services required by the community, the current user pays principle should be retained. Should this not be the case, council will need to fund this activity through alternate sources.

**Officer's Recommendation**

THAT Council retain the current cat registration regime as provided for under the Agriculture and Forestry Legislation Amendment Bill 2013 to offset costs associated with providing a cat management service required by the community.

**Council Resolution**

THAT the Officer's Recommendation be adopted.

**Moved Cr Bonaventura** **Seconded Cr Bonanno**

**CARRIED**

## 8.3 COMMUNITY AND CLIENT SERVICES MONTHLY REVIEW - SEPTEMBER 2013

**Author Director Community and Client Services**

**Purpose**

Attached is a copy of the Community Services Monthly Review for September 2013 for information purposes.

**Officer's Recommendation**

THAT the Community Services Monthly Review for September 2013 be received.

**Council Resolution**

THAT the Officer's Recommendation be adopted.

**Moved Cr Bonanno** **Seconded Cr Steindl**

**CARRIED**

## 9. CONSIDERATION OF COMMITTEE REPORTS:

### 9.1 DRAFT MINUTES - VISUAL ARTS ADVISORY COMMITTEE

**Author Artspace Mackay Director**

**Purpose**

Attached is a copy of the draft Visual Arts Advisory Committee minutes of 9 September 2013**,** for information purposes.

**Officer's Recommendation**

THAT the minutes of the VAAC meeting held 9 September 2013 be received.

**Council Resolution**

THAT the Officer's Recommendation be adopted.

**Moved Cr Bonanno** **Seconded Cr Steindl**

**CARRIED**

## 10. RECEIPT OF PETITIONS:

### 10.1 PETITION - CHILDREN'S PLAY AREA IN STAN CAMM PARK

**Author Chief Executive Officer**

**Purpose**

A petition was received by Council on the 24 September 2013 and relates to a request for the children's play area in Stan Camm Park be made more user friendly for preschool and primary school aged children.

**Background/Discussion**

In terms of Council's Standing Orders Council has three options with regard to Petitions that are tabled and these are;

- the petition be received and consideration stand as an order of the day for the meeting; or for a future meeting; or
- the petition be received and referred to a committee or officer for consideration and a report to the local government; or
- the petition not be received.

The petitioners request that the children's play area in Stan Camm Park be made more user friendly for preschool and primary school aged children. They state that the nearest school is Bloomsbury State Primary and the majority of the children live in Midge Point. During school holidays many more children visit Midge Point. The petitioners believe that the play equipment and associated infrastructure are both unsuitable and dangerous. Previous correspondence from the Midge Point Progress Association on this matter has been received and investigated. Investigations did not reveal the issues put forward with this petition.

The petition meets the requirements as per the Standing Orders, in that it is legible and has more than 10 signatures.

**Consultation and Communication**

That the petitioners, through their representative, be informed that Council acknowledges receipt of the Petition and that it has been accepted as a formal submission. The issues raised will be addressed in a report to be tabled before Council in the near future.

**Resource Implications**

NIL.

**Risk Management Implications**

NIL at this stage as the recommendation relates only to the preparation of a report on the matter including cost estimates.

**Conclusion**

It is proposed that as the petition meets the necessary requirement for consideration by Council, that the petition be referred to the Chief Executive Officer for a report to be prepared for further consideration by Council.

**Officer's Recommendation**

THAT the petition be received and referred to the Chief Executive Officer for a report to be prepared for consideration by Council which investigates the issues identified within the petition, including the estimate of costs associated with such works.

FURTHER THAT the principal petitioner be advised of Council's determination.

**Council Resolution**

THAT the Officer's Recommendation be adopted.

**Moved Cr Casey** **Seconded Cr Walker**

**CARRIED**

## 10.2 PETITION FROM RESIDENTS OF LESLIE STREET, SARINA

**Author Chief Executive Officer**

### Purpose

A petition was received by Council on the 20 September 2013 and relates to a request to fix the camber of the road along Leslie Street, Sarina.

### Background/Discussion

In terms of Council's Standing Orders Council has three options with regard to Petitions that are tabled and these are;

- the petition be received and consideration stand as an order of the day for the meeting; or for a future meeting; or
- the petition be received and referred to a committee or officer for consideration and a report to the local government; or
- the petition not be received.

The petitioners are requesting the camber of the road along Leslie Street, Sarina, be fixed as they state it is too steep, making it difficult for a standard sedan and some small four wheel drive vehicles to access driveways. They request that Council lower the camber and adjust the gutter to a level that allows clear and safe access for all homeowners into their driveways.

The petition meets the requirements as per the Standing Orders, in that it is legible and has more than 10 signatures.

### Consultation and Communication

That the petitioners, through their representative, be informed that Council acknowledges receipt of the Petition and that it has been accepted as a formal submission. The issues raised will be addressed in a report to be tabled before Council in the future.

### Resource Implications

NIL at this stage as the recommendation relates only to the preparation of a report on the matter including cost estimates.

### Risk Management Implications

NIL.

### Conclusion

It is proposed that as the petition meets the necessary requirement for consideration by Council, that the petition be referred to the Chief Executive Officer for a report to be prepared for further consideration by Council.

**Officer's Recommendation**

THAT the petition be received and referred to the Chief Executive Officer for a report to be prepared for consideration by Council which investigates the issues identified within the petition, including the estimate of costs associated with such works.

FURTHER THAT the principal petitioner be advised of Council's determination.

**Council Resolution**

THAT the Officer's Recommendation be adopted.

**Moved Cr Casey** **Seconded Cr Bonanno**

**CARRIED**

## 11. TENDERS:

### 11.1 MRC 2014-003 PANEL OF PREFERRED SUPPLIERS - SURVEY SERVICES

**File No** **MRC 2014-003 Panel of Preferred Suppliers – Survey Services**
**Author** **Manager Procurement and Plant**

**Purpose**

To present to Council for approval tenders received for MRC 2014-003 Panel of Preferred Suppliers – Survey Services, in accordance with *Section 233 of the Local Government Regulation 2012.*

**Background/Discussion**

To support Council's internal resources in the timely and efficient delivery of nominated projects, the need for additional survey services are required on an as required basis.

The current Preferred Supplier Arrangement (PSA) expired on the 21 August 2013. The proposed commencement date for this contract is the 21st October 2013, for a twenty-four month term with the option of a twelve month extension.

Council has the capacity to support their internal resources until the commencement of this contract by utilising the Local Buy contract. The purpose of this contract is not to replace the existing Local Buy Contract but to compliment it with additional surveyors.

Tenders were invited on the 13 July 2013, via Council's website and advertised locally in the Daily Mercury seeking submissions from qualified contracts for the provision of professional surveyor services.
The RFT requested pricing for three categories:

- Cadastral Surveying and Titling Services – including survey accreditation and titling issue, creation of land tenure reports, land acquisition and easement surveying.

- Engineering surveying - including construction surveying, pipeline and cable routing and works associated with aerial mapping and topographic surveys.

- Hydrographic Surveying Services – including coastal engineering, boat ramp construction and maintenance.

The following responses were received by the closing time of 10.00am Tuesday 6 August 2013:

| | | |
|---|---|---|
| a) | Aquamaps Pty Ltd T/A Aquamap Hydrographic Services | Townsville Based |
| b) | Australian Survey Hire Pty Ltd | Mackay Office |
| c) | Brazier Motti Pty Ltd | Mackay Office |
| d) | Cardno (Qld) Pty Ltd | Mackay Office |
| e) | DTS NQ Pty Ltd & DTS Group Qld Pty Ltd | Mackay Office |
| f) | Dynamic Satellite Surveys Pty Ltd T/a Terrex Spatial | Yeppoon Based |
| g) | Lester Franks Survey & Geographic Pty Ltd | Mackay Office |
| h) | Mackay Surveys Pty Ltd | Mackay Company |
| i) | Moultrie Group Pty Ltd | Mackay Office |
| j) | MPA Surveying Pty Ltd | Mackay Office |
| k) | Sinclair Knight Merz Pty Ltd | Brisbane Based |
| l) | THGWSG Pty Ltd T/a Whitsunday Surveys | Mackay Office |
| m) | Terramap Pty Ltd | Mackay Office |
| n) | Vision Surveys (Qld) Pty Ltd | Cannonvale Based |
| o) | WA Precision Surveys Pty Ltd | Perth Based |

An initial compliance check was conducted by the evaluation panel on 29 August 2013 to identify submissions that were non-conforming with the immediate requirements of the RFT.

Following this review, Tender Information Requests (TIR) were issued as follows:

- Terramap Pty Ltd and Sinclair Knight Merz Pty Ltd addressing their Statement of Departures included in their respective tender submissions.

- Dynamic Satellite Surveys Pty Ltd T/a Terrex Spatial confirming Council's insurance requirements and general conditions of the contract.

- WA Precision Surveys Pty Ltd requesting further compliance information.

All tenderers' responded within the relevant timeframe and responses were included in the evaluation process.

The qualitative criteria assessment was carried out by the Evaluation Panel on 2 September 2013 with the Evaluation Panel scoring the tenders according to the evaluation matrix.

The evaluation panel considered the information provided by WA Precision Surveys Pty Ltd. Due to the limited amount of compliance information received, the location of their business and the ad hoc nature of the contract, their submission was deemed non-conforming.

All other submissions were progressed through to the qualitative criteria assessment.

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

| | | |
|---|---|---|
| a) | Relevant Experience | 30% |
| b) | Key personnel and Resources | 35% |
| c) | Demonstrated Understanding | 25% |
| d) | Local Content | 10% |

Tenderers were required to provide hourly rates for relevant personnel within each category nominated in the RFT document. This included, but was not limited to engineering surveyor, surveyor assistance and drafting services as required.

Where Council assessed that a tenderer and/or their key personnel demonstrated relevant experience in the categories required by Council and that they had met the key elements of the particulars of service, they may be accepted onto the Panel.

Council reserved the right to utilise any tenderer within the category specific to the projects requirements.
The evaluation of the tenders was conducted by:

- Design Coordinator – Technical Services
- Survey Coordinator – Technical Services
- Contracts Officer – Procurement and Plant

**Consultation and Communication**

Prior to releasing the Request for Tender, consultations were held between Council's Technical Services and Procurement and Plant Departments.

**Resource Implications**

The panel for MRC 2014-003 Preferred Supplier Arrangements – Panel of Survey Services contract is a schedule of rates contract, which is utilised on an as required basis with funding to be provided from the relevant directorate's budget.

A comparison between the lowest expired contract rates and the lowest current tendered rates shows an overall decrease in hourly rates of 3%.

Due to the range of survey services required by Council, the evaluation panel recommended that all conforming tenders be accepted onto the panel for the provision of Survey Services to ensure the timely and efficient delivery of Council's projects through the availability of additional resources to receive the most efficient outcome and value for money.

**Risk Management Implications**

The recommended respondents are required to provide all relevant insurance, valid licences and compliances prior to executing their contract.

Council staff will monitor the Work Health and Safety risks associated with this contract and ensure that all contracts comply with Council's PPE management policy, Drug & Alcohol management policy, Fatigue management policy and ensure suppliers maintain a valid Mackay Regional Council contractor's induction.

**Conclusion**

Where Council assessed that a tenderer and/or their key personnel have demonstrated relevant experience and have met the key elements of the particulars of service, the Evaluation Panel recommend their appointment to the panel.

Suppliers on the panel will be selected on the basis of lowest price and availability.
It is recommended that the contract for MRC 2014-003 Preferred Supplier Arrangements – Panel of Survey Services be awarded to all conforming tenderers', for a twenty-four month period with the option of a twelve month extension, in no particular order, as listed:

<u>Engineering Survey's</u>

- Aquamaps Pty Ltd T/A Aquamap Hydrographic Services
- Australian Survey Hire Pty Ltd
- Brazier Motti Pty Ltd
- Cardno (Qld) Pty Ltd
- DTS NQ Pty Ltd & DTS Group Qld Pty Ltd
- Lester Franks Survey & Geographic Pty Ltd
- Mackay Surveys Pty Ltd
- Moultrie Group
- MPA
- Sinclair Knight Merz Pty Ltd
- Terramap
- Terrex Spatial
- Vision Surveys (Qld) Pty Ltd
- Whitsunday Surveys

<u>Cadastral Survey's</u>

- Australian Survey Hire Pty Ltd
- Brazier Motti Pty Ltd
- Cardno (Qld) Pty Ltd
- DTS NQ Pty Ltd & DTS Group Qld Pty Ltd
- Lester Franks Survey & Geographic Pty Ltd
- Mackay Surveys Pty Ltd
- Moultrie Group
- Sinclair Knight Merz Pty Ltd
- Vision Surveys (Qld) Pty Ltd

- Whitsunday Surveys

Hydrographic Services

- Aquamaps Pty Ltd T/a Aquamap Hydrographic Services

**Officer's Recommendation**

THAT the suppliers, listed in no particular order below, be accepted for the provision of MRC 2014-003 Preferred Supplier Arrangements – Panel of Survey Services in the following relevant categories:

Engineering Survey's

- Aquamaps Pty Ltd T/A Aquamap Hydrographic Services
- Australian Survey Hire Pty Ltd
- Brazier Motti Pty Ltd
- Cardno (Qld) Pty Ltd
- DTS NQ Pty Ltd & DTS Group Qld Pty Ltd
- Lester Franks Survey & Geographic Pty Ltd
- Mackay Surveys Pty Ltd
- Moultrie Group
- MPA
- Sinclair Knight Merz Pty Ltd
- Terramap
- Terrex Spatial
- Vision Surveys (Qld) Pty Ltd
- Whitsunday Surveys

Cadastral Survey's

- Australian Survey Hire Pty Ltd
- Brazier Motti Pty Ltd
- Cardno (Qld) Pty Ltd
- DTS NQ Pty Ltd & DTS Group Qld Pty Ltd
- Lester Franks Survey & Geographic Pty Ltd
- Mackay Surveys Pty Ltd
- Moultrie Group
- Sinclair Knight Merz Pty Ltd
- Vision Surveys (Qld) Pty Ltd
- Whitsunday Surveys

Hydrographic Services

- Aquamaps Pty Ltd T/a Aquamap Hydrographic Services

**Council Resolution**

THAT the Officer's Recommendation be adopted.

**Moved Cr Walker** **Seconded Cr Casey**

**CARRIED**

## 11.2 MRC 2014-013 GOLF LINKS WATER PUMP STATION SWITCHBOARD UPGRADE

**File No** **MRC 2014-013 Golf Links Water Pump Station Switchboard Upgrade**
**Author** **Manager Infrastructure Delivery**

**Purpose**

To present to Council for approval, tenders submitted for MRC 2014-013 Golf Links Water Pump Station Switchboard Upgrade.

**Background/Discussion**

Golf Links Water Pump Station is a critical piece of infrastructure that pumps treated water from Mt Pleasant Reservoir to Rural View and Blacks Beach Reservoirs. The Rural View and Blacks Beach Reservoirs supply treated water to all of the Northern Beaches population for consumption and fire emergency purposes.

The Variable Speed Drives (VSD) which power the pumps have had issues for some time. The VSD for Pump 1 has failed and has been disconnected and the VSD for Pump 2 has cooling problems and cannot be run without an external cooling fan. MRC maintenance staff have installed and connected a temporary switchboard with integral VSD for Pump 1.

The Mackay Regional Council issued a Request for Tender (RFT) to provide for suitably experienced contractors to up-grade the existing Golf Links Water Pump Station Switchboard to improve reliability and functionality by installing new Variable Speed Drives and a new control system. The objective of this work package is to give the Golf Links Pump Station Switchboard a mid-life refurbishment by replacing the VSDs, control system components (new SCADAPack RTU and digital radio) and switchboard doors.

Tenders were invited on 24 August 2013, via Council's website and advertised locally in The Daily Mercury.

The following submissions were received by the closing time of 10.00am on 13 September 2013:

- Comlek Electrical Engineering Contracting
- MPA Engineering Pty Ltd

An initial compliance check was conducted on 19 September 2013 to identify submissions that were non-conforming with the immediate requirements of the RFT. This included compliance with contractual requirements and provision of requested information.

All submissions were progressed through to the qualitative criteria assessment on the basis that all terms and conditions and mandatory requirements of the RFT had been met.

An Addendum was issued to inform tenderers of the change of time for the mandatory site meeting on 2 September, 2013 to 12.30pm.

The qualitative criteria assessment was carried out by the Evaluation Panel on 19 September 2013, with the Evaluation Panel scoring the tenders according to the Evaluation Matrix. The evaluation of the tenders was conducted by:

- Manager Infrastructure Delivery
- Project Engineer, Water and Waste Services
- Contracts Officer, Procurement and Plant

All applicants were assessed against the qualitative selection criteria. Specific criteria were weighted according to their importance as perceived and agreed by the Evaluation Panel. Relative weightings were published within the RFT.

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

| | | |
|---|---|---|
| a) | Relevant Experience | 25% |
| b) | Price | 25% |
| c) | Tenderers' Resources | 20% |
| d) | Demonstrated Understanding | 20% |
| e) | Local Content | 10% |

The tendered lump sum Schedule of Rates prices are listed below:

- Comlek Electrical Engineering Contracting $132,242.00
- MPA Engineering $131,110.00

Based on the scores from the Evaluation Panel that incorporate both pricing and qualitative criteria, Comlek Electrical Engineering Contracting received the highest combined score.

**Consultation and Communication**

The scope of works has been developed in consultation with Water Services Networks Operations staff.

**Resource Implications**

The funding for these works is in the WWS 2013/2014 Capital Budget; WPS Golf Links PS – VSD Replacement.

| Description | Amount | Notes |
|---|---|---|
| Expenditure - 2012/2013 | $102.00 | Including Committals |
| **Subtotal - Expense to Date** | **$102.00** | |
| | | |
| Contract Price | $132,242.00 | Comlek Electrical Engineering Contracting |
| Provisions | $19,000 | Approx 15% of Contract Price |
| Project Management | $5,000 | Estimate on Internal Costs |
| **Estimated Cost of Project** | **$156,242** | |
| | | |
| **BUDGET** | | |
| Budget for 2012/2013 | $139,000 | |
| | | |
| **BALANCE** | **-$17,242** | |
| | | |
| **BUDGET TRANSFER** | **17,242** | Transfer from Mengel Street Water Main Replacement Program |
| | | |
| **FINAL BALANCE** | **0** | |

The preferred tender exceeds the $139,000 allocated in FY 2013/2014 budget. The estimated shortfall of $17,242 will be addressed through budget adjustments from the Mengel Street, North Water Main Replacement Project where savings have been identified.

**Risk Management Implications**

If both pumps, or the electrical systems that power and control the pumps, at Golf Links Water Pump
Station were to fail, water would not be supplied to the Northern Beaches. MRC maintenance staff have overcome various issues at the Pump Station with temporary fixes, however, a mid-life up-grade to the switchboard is required to mitigate ongoing risk of failure to the Northern Beaches' Water Supply into the future.

**Conclusion**

The Assessment Panel agreed that both tenderers had the necessary skills to deliver the project successfully, however, awarding the contract to Comlek Electrical Engineering Contracting represents the most advantageous outcome to Mackay Regional Council based on their demonstrated understanding of Council's requirements, their experience, capacity and resources to provide the services to the specified quantity and quality as specified in the RFT.

**Officer's Recommendation**

THAT the lump sum Schedule of Rates Tender submitted by Comlek Electrical Engineering Contracting for $132,242.00 (Excl GST) be accepted for MRC 2014-013 Golf Links Pump Station Switchboard Upgrade and that the budget shortfall of $17,242.00 be covered from savings in the Mengel Street Water Main Replacement Program.

**Council Resolution**

THAT the Officer's Recommendation be adopted.

**Moved Cr Gilbert** **Seconded Cr Bonaventura**

**CARRIED**

## 12. CONSIDERATION OF NOTIFIED MOTIONS

Nil

## 13. LATE BUSINESS:

**LEAVE OF ABSENCE - CR BONAVENTURA**

THAT Cr Bonaventura be granted leave of absence for the Meeting on Wednesday 6 November 2013.

**Moved Cr Casey** **Seconded Cr Perkins**

**CARRIED**

**RIDE TO WORK DAY 2013**

Cr Casey attended the 2013 Ride to Work Day event held at the Memorial Pool today, Wednesday 16 October 2013. This event was part of the Active Towns Program and residents were offered a healthy breakfast, bike serial number engraving, giveaways and much more.

**SARINA BENDIGO BANK COMMUNITY FORUM**

Crs Bonanno, Casey and Steindl attended the Sarina Bendigo Bank Community Forum on Tuesday 15 October 2013. There was a very good attendance by the local community and various topics were discussed and the local community advised what projects were important to them. The Bendigo Bank in Sarina should be congratulated for holing this forum to better understand the requirements of their local community residents.

## 14. PUBLIC PARTICIPATION:

Mr Smith of Carlyle Gardens, Mackay queried if the parcel of native bushland on the corner of Sams Road and Hocken Street, North Mackay would be retained at the end of the development. The Director of Development Services provided Mr Smith with a generic comment in relation to Council's policies in relation to development. The Mayor asked for the Director of Development Services to meet with Mr Smith following the Council meeting to explain what Council was able to regulate in relation to the development and the parcel of native bushland.

Mr Smith also voiced his concerns with the haulage of freight by trucks on the Mackay road infrastructure rather than by rail.

## 15. CONFIDENTIAL REPORTS:

### 15.1 DEVELOPMENT SERVICES MONTHLY LEGAL REPORT - MONTH ENDING 30TH SEPTEMBER 2013

**Confidential**

**Council Recommendation**

THAT the report be received.

**Moved Cr Perkins** **Seconded Cr Casey**

**CARRIED**

### 15.2 JULIET STREET NOTICES OF ROAD REALIGNMENT - EVANS ST TO BRIDGE RD, SOUTH MACKAY

**Confidential**

**Cr Casey** declared that a perceived conflict of interest in this matter could exist (as per section 173 of the *Local Government Act 2009*), due to family members owning property on Juliet Street and being a member of the St Mary's Parish Finance Council, but that he had considered his position and was firmly of the opinion he could participate in debate and vote on this matter in the public interest.

**Council Recommendation**

THAT Council approve the issuing of Notices of Realignment for properties on Juliet Street between Evan Street and Bridge Road South Mackay to reflect future road reserve requirements in accordance with Drawing Nos A3-07163 and A3-07164.

FURTHER THAT the Juliet Street (George Street to Bridge Road) Preliminary Master Plan (Traffic) report be adopted for the applicable road section.

**Moved Cr Steindl** **Seconded Cr Walker**

**CARRIED**

**Cr Casey voted for the Recommendation.**

## 15.3 MILTON AND ARCHIBALD STREET INTERSECTION UPGRADE RESUMPTION OF LAND FROM NORTH QUEENSLAND AIRPORTS (MACKAY) PTY LIMITED

**Confidential**

**Council Recommendation**

THAT should agreement not be reached with the Airports to acquire the land that Council resolve to issue Notices of Intention to Resume for road purposes for the following areas of land located at or about the intersection of Milton and Archibald Street, South Mackay as identified on Milton Street Proposed Road Opening Drawings A3-07035, A3, 07036, A3-06952 and A3-06953:-

1. 941m2 from Lot 2 on RP842090.
2. 733m2 from Lot 1 on RP842090.
3. 580m2 from Lot 3 on RP842090.
4. 2250m2 from Lot 405 on SP255594.

**Moved Cr Casey** **Seconded Cr Perkins**

**CARRIED**

## 16. MEETING CLOSURE

The meeting closed at 10.31 am.

# 17. FOR INFORMATION ONLY

## 17.1 DEVELOPMENT APPLICATION INFORMATION - 23.09.13 TO 29.09.13

For Council Information Only - No Decision Required.

### Development Applications Received

| App no | Code / Impact | Address | Applicant | Description | Officer |
|---|---|---|---|---|---|
| CON-2013-231 | | 40 O'Riely Avenue, MARIAN | Garage World | Building Work - Boundary Setback for Residential Storage Shed | Darryl Bibay |
| CON-2013-233 | | 18 Melba Street, ARMSTRONG BEACH | Mackay and Whitsunday Building Certification | Building Works - Boundary Setback for Carport and Residential Storage Shed & >50% Site Coverage | Josephine McCann |
| CON-2013-235 | | 3 Henley Close, BLACKS BEACH | GMA Certification Group Pty Ltd - Townsville | Building Work - Boundary Setback for Dwelling House | Julie Brook |
| CON-2013-236 | | 7 Botha Street, BLACKS BEACH | Patio World | Building Work - Boundary Setback for Carport | Andrea McPherson |
| CON-2013-237 | | 21 Esperance Avenue, BLACKS BEACH | Development Certification | Blanket Approval - Building Work - Boundary Setback for Garage & 50% Site Coverage | |
| MCUC-2012-375 | Code | 41 Maranark Avenue, MOUNT PLEASANT | Paragon Consulting Engineers Pty Ltd | Request for Change of Condtions - Multiple Dwelling Units (3) | Julie Brook |
| MCUC-2012-409 | Code | 77 Maranark Avenue, MOUNT PLEASANT | Paragon Consulting Engineers Pty Ltd | Request for Change of Development Approval (change of conditions) - Multiple Dwelling Units (4) | Brogan Jones |
| MCUC-2013-338 | Code | 142 Malcomson Street, NORTH MACKAY | Noel Lang | Home Based Business (Financial Consultancy Services) | Helle Jorgensen Smith |
| MCUC-2013-340 | Code | 45 Logan Crescent, ERAKALA | Darlene A Mau | Residential Storage Shed | Josephine McCann |
| MCUC-2013-341 | Code | L 79 Executive Drive, PAGET | AAA Exhaust and Fabrications | Material Change of Use - General Industry (Exhaust Manufacturing) | Brogan Jones |
| MCUCOM-2013-339 | Code | 3 Willoughby Crescent, EAST MACKAY | Vasco Projects Pty Ltd | Material Change of Use - Multiple Dwelling Units (10) | Shane Kleve |
| MCUI-2013-286 | Impact | 246 Bells Road, PALMYRA | Kerwin Group Pty Ltd | Undefined Use (Administration and Ancillary Storage of Business Related Materials Associated with a Mobile Business) | Kathryn Goodman |
| ROLC-2013-331 | Code | 4-118 Boundary Road East, SOUTH MACKAY | Mackay Airport Pty Ltd | Subdivision by Lease (1 Lease Hold Lot > 10 Years) | Helle Jorgensen Smith |
| ROLC-2013-342 | Code | 23 Beaconsfield Road, BEACONSFIELD | The Trustee For The Frace Development Unit Trust | 1 x Urban Residential Lot, 1 x Urban Expansion Lot, 2 x Split Zone Lots and 1 x Rural Lots into 234 Residential Lots & 1 Balance Lot (Balance Stages 3-7 "Beaconsfield Heights") | Helle Jorgensen Smith |

## Development Applications Entering Decision Making Period

| App Number | Code / Impact | Address | Applicant | Description | Officer |
|---|---|---|---|---|---|
| MCUC-2013-332 | Code | 1 Burleigh Court BLACKS BEACH | Sandsky Developments | Dual Occupancy | Helle Jorgensen Smith |
| MCUCD-2002-136E | Code | 0 Shoal Point Road SHOAL POINT | Pointglen Pty Ltd | Request to Change Development Approval - Material Change of Use - Impact Assessment - Preliminary Approval - Shoal Point Waters Estate | Matthew Ingram |
| MCUCD-2008-341B | Code | 0 Hume Street WEST MACKAY | Ergon Energy Corporation Limited | Request to Change of Approval - Alterations and Additions to Public Utility (Ancillary Commercial Premises, Warehouse and General Industry) | Darryl Bibay |
| MCUI-2010-190 | Impact | 0 Yakapari-Habana Road HABANA | Aqua Drilling | Extractive Industry < 100,000tpa | Julie Brook |
| ROLC-2013-216 | Code | 653 Farleigh-Habana Road HABANA | Carmel Muscat and Pauline Muscat | Boundary Realignment 2 Rural Lots into 2 Lots | Matthew Ingram |
| ROLC-2013-252 | Code | 0 Doyles Road BALNAGOWAN | Paul J Deguara | Boundary Realignment - 3 Rural Lots into 3 Lots | Darryl Bibay |
| ROLC-2013-88 | Code | 12 Petersen Street NORTH MACKAY | Oliver J Simelhay | 1 High Density Lot into 2 Lots | Julie Brook |

## Development Applications Finalised

| App No | Code / Impact | Location | Applicant | Description | Officer |
|---|---|---|---|---|---|
| **Approved Subject to Conditions** | | | | | |
| CON-ASPA-2013/216 | | 26 Cavanagh Drive, BLACKS BEACH QLD 4740 | John T Tindale | Building Work - Boundary Setback for Carport | Andrea McPherson |
| CON-ASPA-2013/222 | | 19 Morehead Drive, RURAL VIEW QLD 4740 | Development Planning & Approvals | Building Work - Boundary Setback for Residential Storage Shed | Julie Brook |
| CON-ASPA-2013/223 | | 22 Norfolk Drive, ANDERGROVE QLD 4740 | Altec Patio Builders & Designers | Building Work - Boundary Setback for Patio | Helle Jorgensen Smith |
| CON-ASPA-2013/224 | | 290 Anzac Avenue, MARIAN QLD 4753 | Design Solutions | Building Work - Boundary Setback for Garage | Brogan Jones |
| CON-ASPA-2013/225 | | 5 Scriha Street, NORTH MACKAY QLD 4740 | Leonard G Crisp | Building Work - Boundary Setback for Residential Storage Shed | Helle Jorgensen Smith |
| CON-ASPA-2013/226 | | 160 Haliday Bay Road, HALIDAY BAY QLD 4740 | Spanline Home Additions Mackay | Building Work - Boundary Setback for Deck | Josephine McCann |
| CON-ASPA-2013/230 | | 54 Botanical Drive, OORALEA QLD 4740 | Michael J Williams and Delise J Williams | Building Work - Boundary Setback for Residential Storage Shed | Brogan Jones |
| MCUC-ASPA-2011/145A | Code | 18 Maryvale Circuit, BEACONSFIELD QLD 4740 | Cardno HRP | Request to Change Development Approval - Dual Occupancy | Julie Brook |
| MCUC-ASPA-2011/261C | Code | 40-42 Caterpillar Drive, PAGET QLD 4740 | Hastings Deering (Australia) Ltd | Request to Change Conditions of Approval - General Industry, Warehouse & Outdoor Sales Premises | Brogan Jones |
| MCUC-ASPA-2013/315 | Code | 5 Coral Ridge Drive, EIMEO QLD 4740 | Urban Trend Construction | Dwelling House (Steep Land Overlay) | Andrea McPherson |
| MCUC-ASPA-2013/326 | Code | 125 Holmes Road, BAKERS CREEK QLD 4740 | Michael J Fenech and Margaret-Mary Fenech | Material Change of Use - Caretaker's Residence | Brogan Jones |
| MCUCD-IDAS-2006/105A | Code | 184-192 Malcomson Street, MOUNT PLEASANT QLD 4740 | Cotherstone Pty Ltd | Request to Extend Relevant Period and Change Conditions of Approval - Material Change of Use - Shop (3291m2 Supermarket) | Shane Kleve |

| App No | Code / Impact | Location | Applicant | Description | Officer |
|---|---|---|---|---|---|
| MCUCD-IDAS-2008/700A | Code | 2 Mangrove Road, MACKAY QLD 4740 | Lend Lease Real Estate Investments Limited | Request to Change Development Approval - Extension to Shopping Centre (Internal Car Wash) | Julie Brook |
| RECONF-IDAS-2008/405B | | L 901 Yakapari-Seaforth Road, SEAFORTH QLD 4741 | Dumfries Seaforth Pty Ltd | Request to Extend Currency Period & Change of Conditions - Reconfiguration of 1 lot into 32 Village Lots plus 2 Bioretention Lots | Darryl Bibay |
| ROLC-ASPA-2013/296 | Code | 43 Peters Avenue, MIDGE POINT QLD 4799 | Trevor R Buschel | Reconfiguration of a Lot (boundary realignment) - 2 Village Lots into 2 Lots | Brogan Jones |
| ROLC-ASPA-2013/45 | Code | 184 Moohins Road, HABANA QLD 4740 | Mark J Atkins and Judy M Atkins | 1 Rural Lot into 2 Lots | Kathryn Goodman |
| **Negotiated Decision** | | | | | |
| MCUC-ASPA-2013/176 | Code | 219 Anzac AvenueMARIAN QLD 4753 | Woolworths Ltd | Service Station | Kathryn Goodman |
| **Application Refused** | | | | | |
| MCUC-ASPA-2013/297 | Code | 9 Regent Avenue, RICHMOND QLD 4740 | Matthew J Punzell and Lori Punzell | Dwelling House not complying with the acceptable solutions | Julie Brook |

Confirmed on Wednesday 23 October 2013

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MAYOR

## APPENDIX / ATTACHMENTS

Development Services
Monthly Review Report
09/2013

# Table of Contents

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# Executive Summary

## DEVELOPMENT SERVICES

The month of September 2013 has seen a slight reduction in numbers of applications in the Development Assessment and Development Engineering areas and is reflecting the current market conditions.

Although there has been a reduction, which we are monitoring, this needs to be kept in perspective from the high levels we have been operating at.

There is still considerable work from the construction activities within the Region.

It is pleasing that we will have a full compliment of Local Laws staff early October 2013, which means we will be able to address outstanding issues but also allow some proactive activities to be undertaken such as "blitzes".

As you will see from this monthly report is the first of the quarterly information along with the monthly statistics.

THE NEW QUEST APARTMENTS LOCATED AT 27 GORDON STREET MACKAY OPENED FOR BUSINESS ON 23RD SEPTEMBER AND FEATURES 115 BRAND NEW ONE AND TWO BEDROOM APARTMENTS AND STUDIOS.

# Department Overview

## Who are Development services?

Development Services are one of five Departments in Mackay Regional Council. Our goal is to serve the Mackay Community by ensuring sustainable development throughout the region. We do this by regulating: the construction of new residential, commercial developments, significant changes to activities in existing buildings, ensuring compliance with public health and safety regulations, as well as planning and regulating for future development through the Planning Scheme.

The Department's operations can be divided into streams outlined below.

## Department Main Operations

| | | |
|---|---|---|
| **Development Assessment** | **Planning**<br>Assessment of applications for:<br>• Material Change of Use<br>• Reconfiguration of a Lot<br>• Concurrency Agency<br>• Amended Application<br>• Negotiated Decision | **Engineering**<br>Assessment of applications for:<br>• Plan Sealing<br>• Operational Works<br>• Construction Works<br>• Minor Works |
| **Strategic Planning** | • Draft Mackay Region Planning Scheme<br>• Waterways and Flood Studies<br>• Local Area Planning<br>• Regional Planning<br>• Infrastructure Planning | |
| **Health and Regulatory Services** | • Environmental Health<br>• Vector Control<br>• Environmental Protections<br>• Pest Management<br>• Education Services<br>• Development compliance<br>• Local Law Services | |
| **Business Support** | • Planning advice<br>• Project Management and Business Improvements<br>• Business Systems<br>• Management Reporting | |
| **Economic Development** | • Publication of Business Guides to identify opportunities for commercial activity<br>• Support expansion of business activity in the city centre<br>• City Focus and Sarina Focus Business networks<br>• Partnerships, joint projects and sponsorship – REDC and Mackay Tourism | |

# Our Balanced Scorecard 2013/15

## Internal Processes

### Corporate objectives

- Provide professional, responsible, timely and accessible services to external and internal client interface that reflect the values of the organisation.
- Support the community through proactive initiatives that promote community health, wellbeing and safety, and minimise risk.

### Our goals

- Local Laws Client Requests are responded to within 5 days, and completed within allocated timeframes by 2014/15.
- Business support is recognised as the avenue for Development Services change requirements and initiatives, reflected in increased proportion of support requests lodged for Business Process Reviews by 2014/15.
- 95% of newly constructed developments complete their donated asset maintenance period within 12 months, by 2014/15.
- Approval periods for Operational Works, Plan Sealing and Minor Works applications Decrease significantly by 2014/15.

## Customer

### Corporate objectives

- Advocate and facilitate the provision of an appropriate range of housing options within the region.
- Promote a best practice culture within our organisation that embodies customer service excellence.
- Support innovation by implementing technologies that improve the way council conducts its business and manages its information and date.

### Our goals

- Greater housing diversity and choice are evidenced through increased proportion of approvals for attached versus detached dwellings by 2014/15.
- Business Support has significantly increased the value of information obtained by external customers through our online systems such as planning advice enquiries and factsheets, and the Infrastructure Charges calculator by 2014/15.
- Health and Regulatory Services achieves moderately to extremely satisfied customers by 2014/15.
- Internal and external customers perceive our service as 'efficient' and 'professional' by 2014/15.

## Learning & Growth

### Corporate objectives

- Identify and deliver services to build Community capacity across the region.
- Ensure staff are provided with relevant learning and personal development opportunities to achieve stated strategic priorities and corporate objectives.

### Our goals

- Visit all schools and community Groups in the region communicating Issues of contemporary compliance by 2014/15.
- All staff attend one Learning & Development session by 2015/16.

## Financial Sustainability

### Corporate objectives

- Minimise dependency on rates income.
- Ensure the effective integration of land use and infrastructure planning.

### Our goals

- Reduce rates dependency by 10% by 2016/17.
- Early Infrastructure Plan completed and adopted by 30th June 2014.
- The new Mackay Region Planning Scheme facilitates development in the region through a streamlined IDAS process, reflected in a significant decrease in the number of impact-assessable applications.

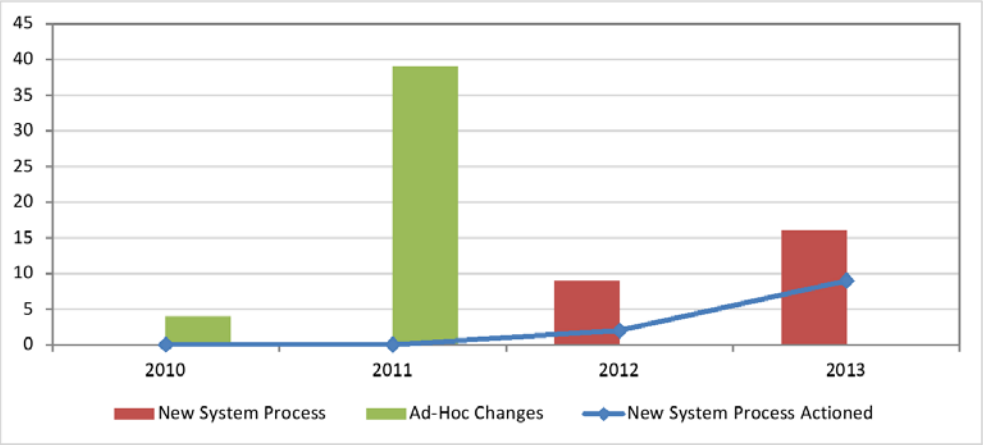
*From Development Services Reporting Framework, Internal document*

# Quarterly Performance Review

## How we are tracking against our KPIs

Performance against established performance goals is reviewed in the March, June, September and December (annual) issues of the Performance Management Report.

# Business Support KPI measure




### What is being measured?

Increased proportion of BSR's completed, requesting process reviews, as opposed to ad hoc system changes

The above graph shows the number process reviews undertaken in comparison to ad hoc system change requests

A system process (Process Review) is a task that requires business and system analysis activities to occur. This analysis occurs in order to inform a future state process. Process reviews look at a specific business process from start to finish. For example, three of this quarter's business process reviews have involved the assessment of development compliance and local law processes. Specifically, internal communications (related to development assessment and development engineering requests for action) for development compliance and abandoned vehicle and pound operations for the local laws team.

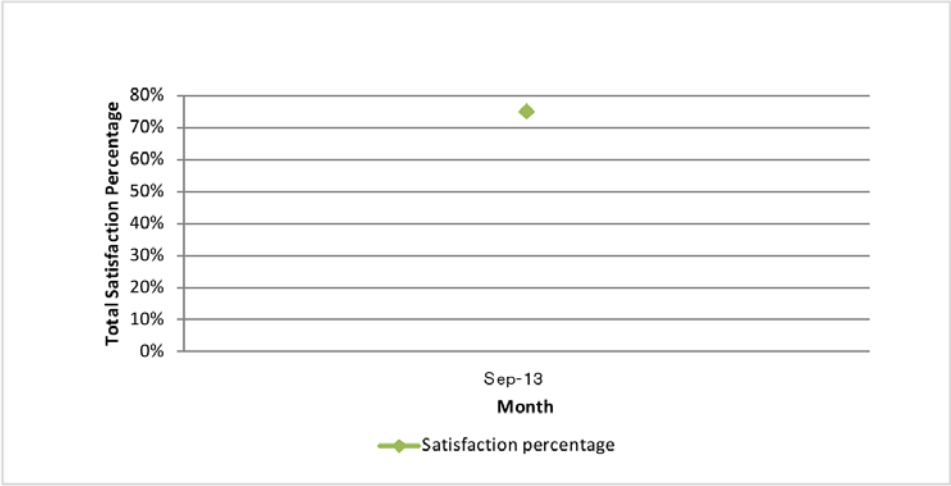
### Management Commentary for current period

One of Business Support's measures of success is being recognised as the avenue for Development Services improvement initiatives and change requirements.

15 requests of varying nature and complexity for us to review analyse along with process and system improvements demonstrates we are tracking well against this goal.

Quarterly Performance Review
How we are tracking against our KPIs

# Health & Regulatory Services KPI Measure




## What is being measured?

All customers are moderately to extremely satisfied by 2014/15

The above graph shows the number of customers that are moderately to extremely satisfied with the service they have received.

## Management Commentary for current period

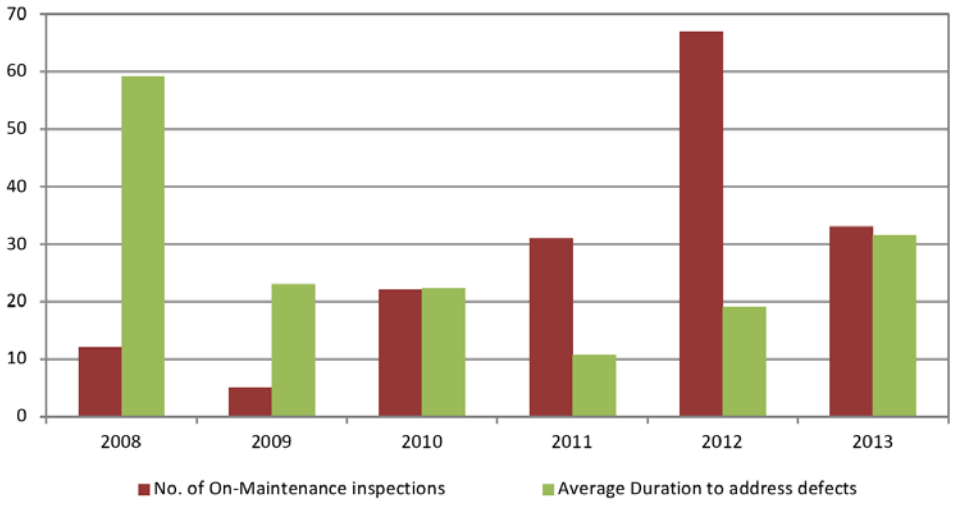
The Health and Regulatory Services Program focuses on a wide range of services for both internal and external clients relating to land use management, development control, and public health and safety matters devolved to local government, including vector control, regulated parking and animal management.

The results of this first quarterly survey were positive and indicate a high level of client satisfaction. Ten precent of clients that lodged a request for service during the period were telephone surveyed and responses were systematically collected by an independent Program.

Health and Regulatory Services aims to improve this result through increasing the convenience for clients to contact the service, and developing dedication to professionalism and responsiveness.

Quarterly Performance Review
How we are tracking against our KPIs

# Development Engineering KPI Measure




## Explanation

Once an On Maintenance inspection has been completed, the Contractor has 30 days to attend to the defects. If the defected have been addressed to the satisfaction of Council the Maintenance period will be backdated to the date of the initial inspection. This is the first report of this measurement and the trend will not become obvious until at least twelve months of reporting.

The graph indicates that for 2013 just over 30 On Maintenance inspections have been completed and the average time taken to address the defects is 31 days

## What is being measured?

The endorsed performance management KPI reporting has been set to look at the "*Average number of days to get from on maintenance to off maintenance.*" Given the 12 month maintenance period and implementation of new system configurations that supports these activities, some data that supports this KPI is not yet available. Upon further utilisation of the new system configuration, this data will become more readily available.

As a result, the graph above has a focus toward on maintenance activities. It provides a count of on maintenance activities, graphed against the average number of days (duration) for the on maintenance activity.

## Management Commentary for current period

As described above, the graph does not reflect the intended KPI as some data was not available.

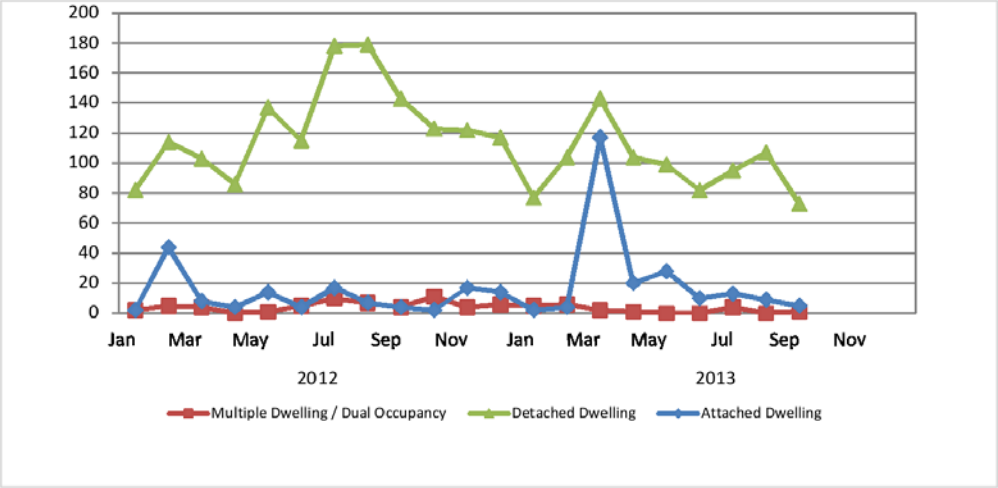
At this stage the data is reporting the average days to complete the on maintenance activity.

Standard procedures for acceptance of works on maintenance provides a 30 days period for the contractor to rectify any construction defects identified at the on maintenance inspection.

The data indicates a period of just over 30 days for defects rectification has been achieved to date on the developments completed in 2013.

Quarterly Performance Review
How we are tracking against our KPIs

# Development Assessment KPI Measure




## What is being measured?

The graph shows the number of attached dwellings approved in comparison to the number of detached dwellings approved.

The number of attached dwellings approved increased compared to detached by 2017/2018

## Management Commentary for current period

The number of houses (detached dwellings) as shown on the green line approved for construction per month has been reducing since July 2012. This is a matter of concern in the longer term.

The number of units (attached dwellings) as shown on the blue line approved for construction per month has been about 10 units per month for the last 18 months. There is declining production since April 2013. The two spikes in March 2012 and April 2013 approvals for units/ dual occupancies (red line) is associated with estates in Mackay promoting the construction of duplexes/ units at Ooralea near the Racecourse, Blacks Beach Cove Estate Premier Vista Estate and Avalon Estate in the Northern suburbs of Mackay.

The multiple dwelling/ dual occupancy graph shown as red line indicates that planning approvals are running on average about 5 per month. This graph is a future predictor to give guidance on the likely figures to be reflected in the actual building statistics for the attached versus detached dwellings.

It should be noted that the increasing trend to use small lot subdivision in lieu of obtaining duplex/ unit approvals may distort these figures so this graph may need refinement to recognise this trend to give more accurate indicator of the achievement of the intention of the planning scheme

In regard to the degree of the planning scheme intention being achieved to increase the proportion of units to houses the gap between the green and blue lines is the determinant of this measure. The trend line of this gap indicates that the extent of unit intrusion is increasing.

Review of Operations

# Economic Development

## Change Management

Development Services welcomes Acting Manager Economic Development Mr, Dirk Dowling

## Mackay City Centre Survey

Between August and September 2013, Economic Development organised independent research regarding the City Centre Project - the Mackay City Centre Marketing Survey. The survey focussed on respondents within the Mackay Local Government Area and was in line with the 2012 Mackay City Centre Survey (but not identical), allowing comparisons to be made with past findings. Once the final questionnaire was approved by Economic Development, a survey was developed and responses were gathered using two methods:

1. Telephone surveys carried out by professional telemarketers

2. An online survey distributed by MRC to city businesses via the City Centre Business e-Network and to the City Deals Club database. The survey was also promoted on the mackaycitycentre.com.au homepage from August 21 to September 6.

Official findings of the survey will be available shortly.

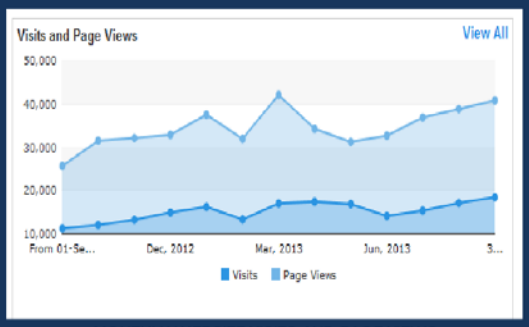
**Projects**
Currently active

| Project | Stage |
|---|---|
| Compilation of Digital Strategy List | Initiation |
| Mackay City Centre Marketing Plan/Strategy | Planning |
| Active in the city | Ongoing |
| City Centre Survey Results | Execution |
| Focus on Sarina | Ongoing |
| Evans Avenue | Planning |
| Mackay City Centre Revitalisation | Planning |

## mackaycitycentre.com.au records highest number of visits

For the month of September 2013 mackaycitycentre.com.au received its highest recorded numbers since launching in 2010 with 18,400 visits and 40,810 page views. Monday, September 30 alone received the highest recorded visits in a day since launching with 1,445 hits to the web.

Comparing these figured to last year you can see significant growth with September 2012: receiving 11,213 visits and 25,631 page views.




MONTHLY WEBSITE VISITS AND PAGE VIEWS
SEPTEMBER 2012 – SEPTEMBER 2013

# Strategic Planning

## Current Projects

The table below provides an overview of the projects currently underway in each of the sub programs in Strategic Planning

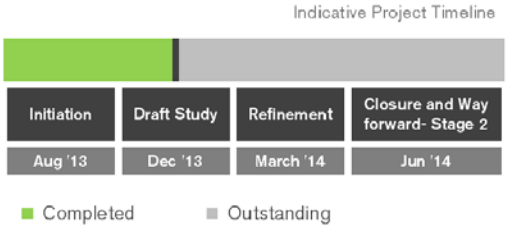
| Planning Scheme & Local Area Planning | Regional, Planning | Special Projects | Flood and Stormwater Studies |
|---|---|---|---|
| Mackay Region Planning Scheme | Population allocation model | Infrastructure Agreements | McCready's Creek Stormwater Trunk Infrastructure Study |
| Mackay City Centre Strategy & Urban Design Principles | Bakers Creek Industry Study | Laneways Review | Baker's Creek Stock route Road East Stormwater Trunk Infrastructure Study |
| Ooralea Local Plan and Infrastructure Strategy | Open Space Strategic Plan | Road Hierarchy Review | Stormwater Quality Offset Compliance Scheme |
| Mackay City Planning Scheme Amendment 1 of 2012 | Landscape Guidelines – Private Realm | | Bakers Creek (Walkerston) Flood Study |
| Richmond Investigations | | | Coastal & Inland Flood Hazard Adaptation Study – Stage 1 |
| Centres Strategy | | | |

## Project Updates

**Project Status**
Indicative progress at current month

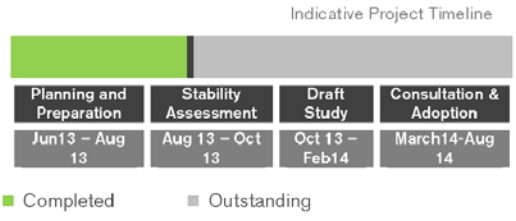
### Coastal and Inland Flood Hazard Adaptation Strategy

The Waterways team commended with the development of a Coastal and Inland Flood Hazard Adaptation Strategy. The main purpose of the study is to identify the risks and options, including proposed mitigation measures to minimise the risks posed by coastal and riverine flooding and erosion within the Mackay region for both present and future projected climate conditions. Previous flood and stormtide studies are being analysed in order to develop a hazard and risks map. A first workshop was held on 30 September to identify and analyse risk areas in the Mackay Region.




### Bakers Creek Industry Study

The Regional Planning Team progressed with the Bakers Creek Industrial Study, which will investigate the potential industrial development opportunities and constraints of the Bakers Creek Industry Investigation area identified in the draft planning scheme. A draft study is expected in early 2014.



Review of Operations
Strategic Planning

**Mackay City Planning Scheme Amendment 1 of 2012**

The formal consultation period closed on 2 August. Council received 3 submissions, which were considered at a council meeting on 25 September. Council resolved to continue with the proposed amendments and the information has been submitted to DSDIP to seek approval to finalise the proposed

Indicative Project Timeline

## Ongoing Activities

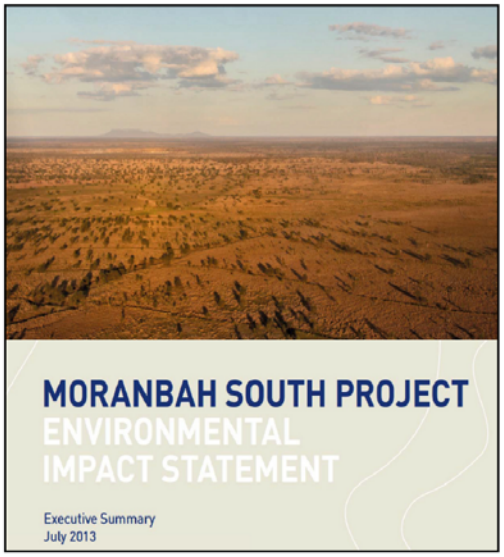
### Laneway cross section review

Council's road hierarchy currently does not include a standard laneway cross section to guide designs of future laneways. A stand cross section is being developed for inclusion in the road hierarchy to ensure laneways in new residential areas are designed and located according to uniform standards.

### Moranbah South Project – Environmental Impact Statement

The Moranbah South Project is proposed underground coal mine directly south of the town of Moranbah in Central Queensland. The proposal is to mine the coking coal resource over a period of 30 years and extracting 18 million metric tonnes. The project will create 1,300 full time equivalent jobs.

A submission on the Draft EIS for this project was made in September.




## Focus

The annual Planning Institute of Australia (QLD Division) State Conference, the premier event for planning professionals across the state, will be held in Mackay from Wednesday 6th to Friday 8th November 2013. The conference theme *'Sugar and Spice – Diversity in our Regions'* is about the diverse and dynamic nature of Queensland's regions. The conference theme is supported by four sub-themes:

- **Cane** - the role of agriculture and sustainable food production in our regions
- **Coal** - how resource industries will shape regions in the future
- **Coast** - protecting and managing our coastal and riparian environments
- **Communities** - fostering strong communities to underpin our regions

SUGAR & SPICE – DIVERSITY IN OUR REGIONS LOGO FOR THE 2013 ANNUAL PLANNING INSTITUTE OF AUSTRALIA (QLD DIVISION)

# Development Approvals

## Planning

The number of development applications decreased in September, compared to July and August. The effect of the down turn in the Coal Industry is starting to be reflected in the number of planning applications lodged per month.

The trend line over the past 3 months has seen a general decline in applications per month, but the overall trend line since 2008 has been rising but is now starting to turn, this will need to be monitored to see if this trend occurs over the longer term. The mix of applications at the moment reveals that majority are MCU Code application and Building Concurrence Applications with a noticeable decline in ROL Applications.

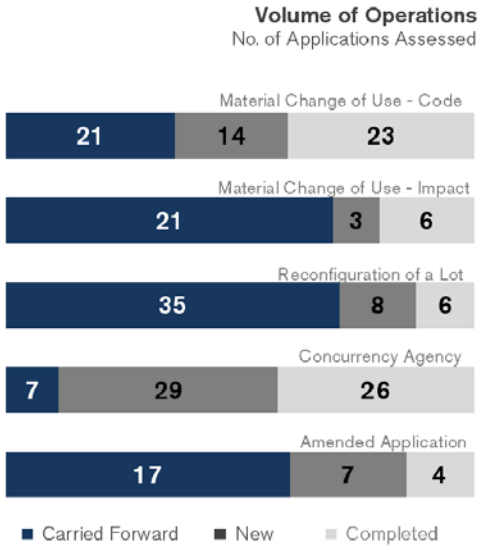
Performance for the last month has met KPI bench marks, as follows:-

MCU Code Applications- 93% decided within 40 business days with the average being 23 days.

MCU Impact Applications- 100% decided within 40 business days with the average being 40 days.

ROL Applications- 100% decided within 40 business days with the average being 17 days.

Building Concurrence Applications- 100% decided within 10 business days with the average being 7 days.

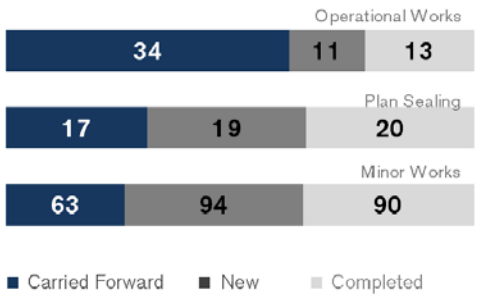



## Engineering

The number of new Operational Works applications was 11 which is slightly higher than last month's lodgements but below previous months. The operational Works Decision Making Period of 85% within 40 days was met, and all 13 applications decided were within the target timeframe.

The number of survey plans sealed in September was 20 and 19 plan sealing applications were lodged. Those that have not been approved for sealing are under assessment.

Minor Works applications received was 94. Throughout the month 90 applications were approved.

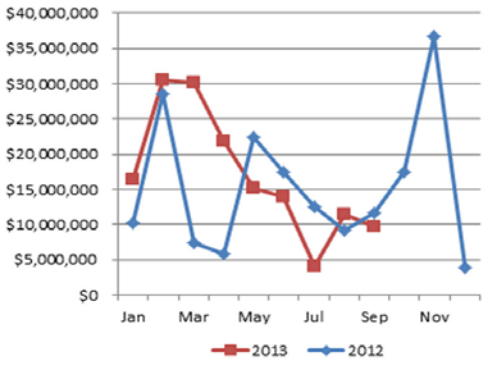


Review of Operations
Development Approvals

## Value of Development

The cumulative value of works for the month of September has reduced to $10 million. A number of new developments have commenced in the last week indicating that the value of works will increase in the next month.

**Value of Approved Construction Works**
Cumulative value of works to date




## Business Improvements

A strong focus in the last quarter has been in improving the processing of NDN requests. This continues a process which began approximately 6 months ago to improve in this area. It should be noted that the number of applications with a Negotiated decision notice request equates to about 7 % of all MCU and ROL applications.

Ongoing review of standard conditions for Development Assessment as well as Development Engineering was also the focus the last quarter. Given recent changes in Legislation, continuous review of standard conditions will always be required.

As a result of the development forum, a workshop was held with the selected representatives of the development industry and Council personnel including asset owner stakeholders, Development Assessment, Development Engineering and Strategic Planning Officers as well as the Mayor and CEO. This "understanding each other" workshop is seen as way of improving communication and understanding with the development industry.

### Glossary of Development Terms

| Item | Description |
|---|---|
| **Appeals** | Planning and Environment Court Appeals. |
| **Attached Dwelling** | Joined building/multiple dwellings. |
| **Concurrence Agency** | Council triggers a Building Agency Referral. |
| **Detached Dwelling** | Free standing buildings not connected. |
| **Material Change of Use - Code** | An application defined as the start of a new use of the premises, the re-establishment on the premises of a use that has been abandoned or a material change in the intensity or scale of the use of the premises. An application that is assessable under the relevant planning scheme codes. |
| **Material Change of Use – Impact** | An application defined as the start of a new use of the premises, the re-establishment on the premises of a use that has been abandoned or a material change in the intensity or scale of the use of the premises. Involves public notification and is assessed under the planning scheme as a whole against surrounding land uses. |
| **Minor Works** | Building work of $25m^2$ or 5% whichever is less. |
| **Negotiated Decision** | Approved and negotiated by assessment. |
| **Operational Works** | Engineering Civil Works. |
| **Plan Sealing** | Survey Plan Endorsement. |
| **Reconfiguration of a Lot** | Includes freehold subdivision, community title subdivision, and subdivision by lease, realignment of boundaries or creation of an access easement. With some exceptions, reconfiguring of a lot is assessable under the Sustainable Planning Act 2009. |

# Development News 09/2013

**Updates on Significant Developments Currently Being Assessed by Council**

**Applications Lodged for Assessment**
**DA-2013-318**

- 2-4 Makybe Drive, Ooralea
- Application for 12 multiple dwelling units, Code assessable

**Operational Works Approved**
**Civil Works**

- OW-2013-99
- Royal Sands Stage 10C and 11 Situated at 56 Stone Drive, Shoal Point.
- An operational works permit has been issued for 61 lots within Royal Sand Estate.

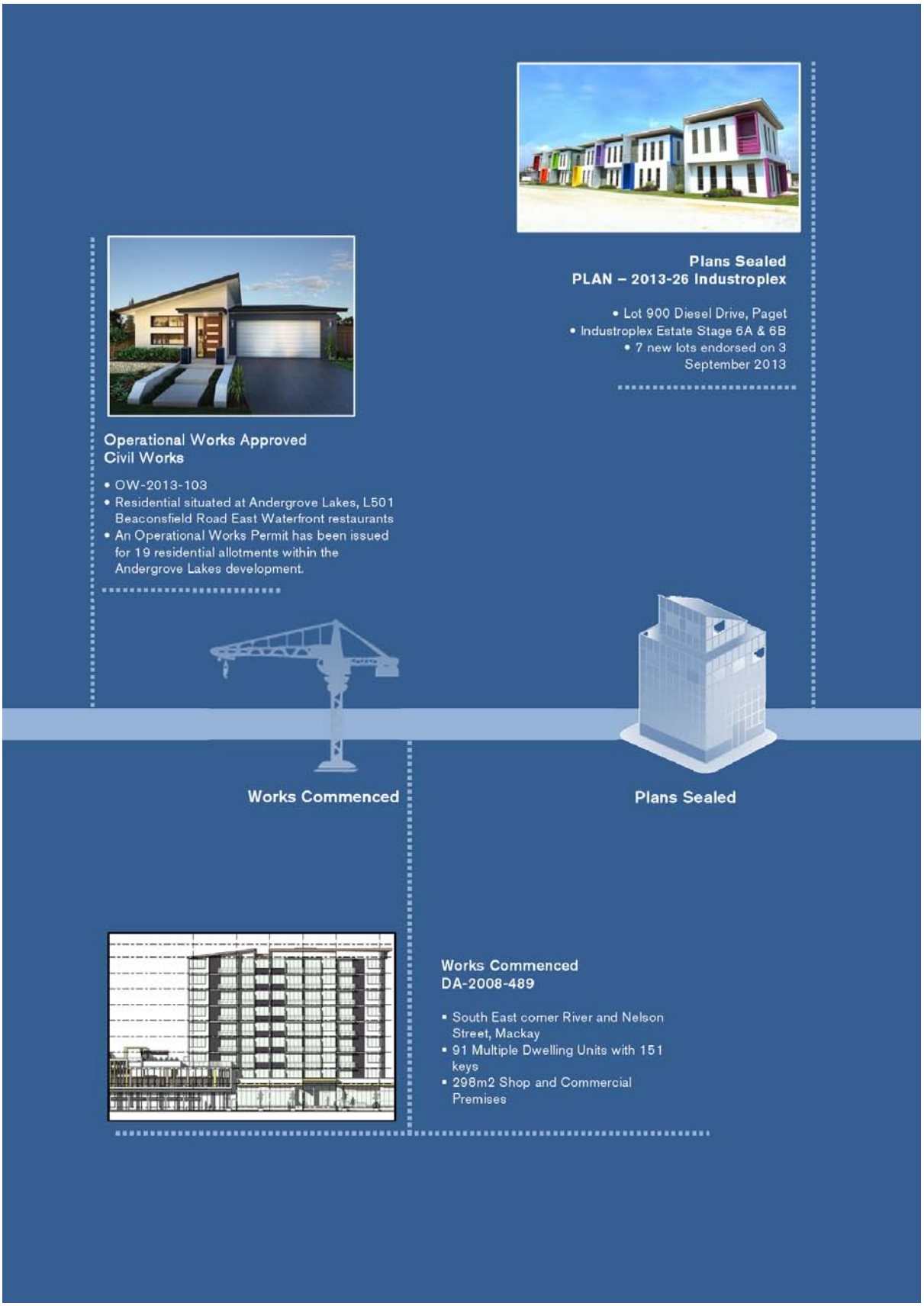
**Applications Lodged for Assessment**

**Developments Approved**

**Operational Works Approved**

**Applications Approved**
**DA-2013-105**

- 26 Beaconsfield Road, Beaconsfield Road
- Applications for 24 Multiple dwelling units
- Impact assessable
- No Submission received.


Plans Sealed
PLAN – 2013-26 Industroplex
• Lot 900 Diesel Drive, Paget
• Industroplex Estate Stage 6A & 6B
• 7 new lots endorsed on 3 September 2013
Operational Works Approved
Civil Works
• OW-2013-103
• Residential situated at Andergrove Lakes, L501 Beaconsfield Road East Waterfront restaurants
• An Operational Works Permit has been issued for 19 residential allotments within the Andergrove Lakes development.
Works Commenced
Plans Sealed
Works Commenced
DA-2008-489
▪ South East corner River and Nelson Street, Mackay
▪ 91 Multiple Dwelling Units with 151 keys
▪ 298m2 Shop and Commercial Premises

# IDAS Timeframes

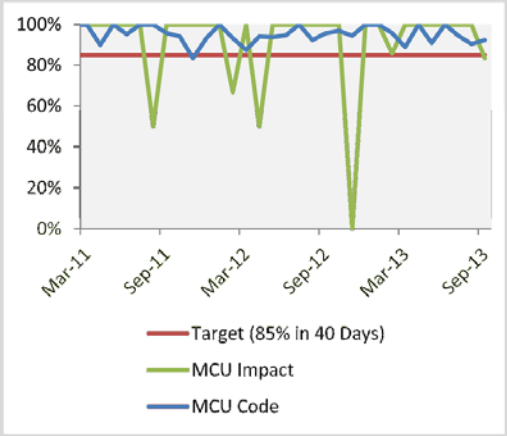
**Development Services performance against legislative timeframes**

## MCU Code & Impact

In general these applications have met the KPI performance over the last quarter as follows:

- MCU Code Applications -92% decided within 40 business days with the average being 21 days.
- MCU Impact Applications - 100% decided within 40 business days with the average being 22 days.
- The total time to decide Code Applications from lodgement to decision is 80% were decided in 80 business days.
- The total time to decide Impact Applications from lodgement to decision is 93% decided in 230 business days.

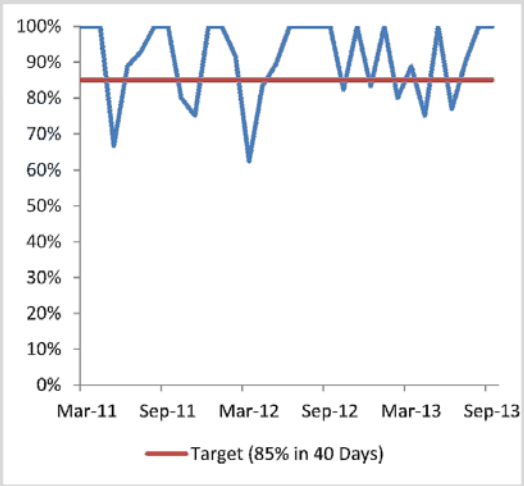
**MCU Code & Impact**
Days to decide Material Change of Use applications




## Reconfiguration of a Lot

- ROL Applications - 100% decided within 40 business days with the average being 17 days.
- An average of 143 lots per month was approved.
- Of concern is the decrease in ROL applications in the last quarter, with a likely corresponding reduction in the number of lots approved for the next quarter.

**Reconfiguration of a Lot**
Days to decide ROL applications



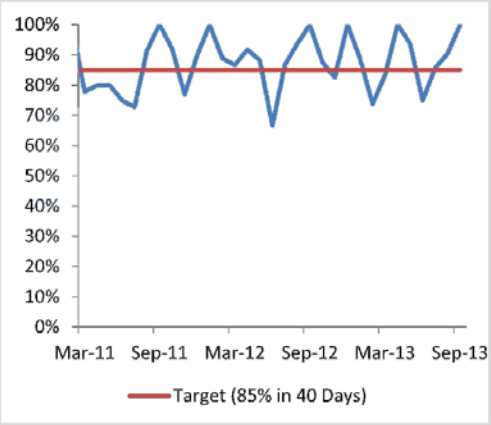
# IDAS Timeframes

**Development Services performance against legislative timeframes**

## Operational Works

The number of OW applications received in September is 11, a slight increase on the August submission of applications. 100% of applications were resolved within the 40 day timeframe.

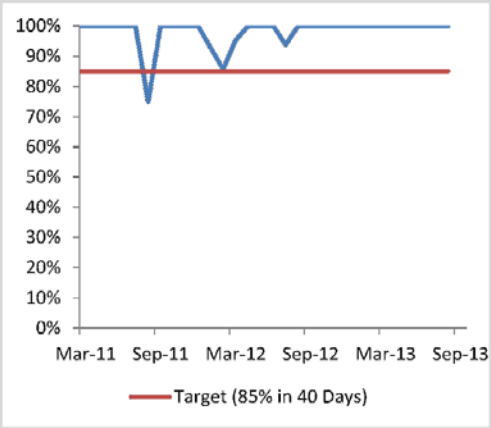
**Operational Works**
Days to decide Operational Works applications




## Plan Sealing

Plan sealing applications in September totalled 19. Currently there are 20 applications for plan sealing that are under review. 100% of the Plan Sealing applications have been assessed and decided within the 10 day time period.

**Plan Sealing**
Days to decide Plan Sealing applications



# Health and Regulatory Services

## Client Requests

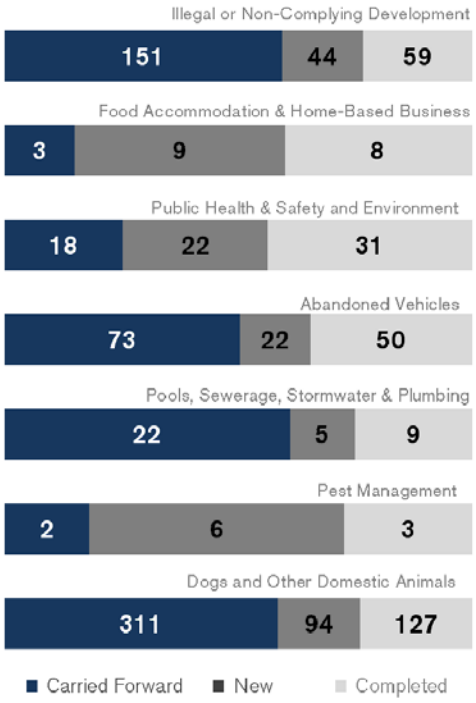
Generally, numbers of client requests received had slowed slightly when compared to the previous month. This allowed Officers to complete more outstanding requests across all request types. A concentrated effort on abandoned vehicle client requests, together with the completion of the holding yard expansion, has allowed 52% of outstanding requests to be finalised.

Requests related to out of hours building noise has had Environmental Protection and Environmental Health Officers busy this month. Investigating requests, collecting evidence and liaising with all parties involved have achieved satisfactory resolutions and compliance.

Pest Management Officers have worked hard this month responding to wild dog complaints across the region. Assisting land owners with baiting and trapping has helped reduce numbers during this period when wild dogs are highly mobile.

Environmental Health Officers continue to assess large numbers of outdoor event applications and carry out inspections with respect to conditions of approval and temporary food. This is critical in ensuring public safety and wellbeing are adequately addressed at events and any potential impacts on the surrounding environment are identified and minimised

**Volume of Operations**
No. of Client Requests Processed




## Inspections

This table shows the premises inspected calendar year to date, September 2013 by the Environmental Health Officers.

| Type | Inspections |
|---|---|
| Caravan Parks | 17 |
| Food | 275 |
| Accommodation | 37 |
| Swimming Pools | 22 |
| Footpath Dining and Street Vendors | 5 |

## Infringements

Review of Operations
Health & Regulatory Services

The table below provides a summary of 2013/14 infringement activity for Health & Regulatory Services up to the end of September 2013

| | | Completed | | Outstanding | | | | | | TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|
| | | Receipted | Voided | Issued | Reminder Notice | SPER Extract | SPER Validation | SPER Process Completed | CITEC Enquiries/Update | |
| All other infringements | $Value | 550 | 550 | 5,500 | - | 1,100 | - | - | - | 7,700 |
| | # | 1 | 1 | 10 | - | 2 | - | - | - | 14 |
| Animal Related | $Value | 880 | - | 3,190 | - | 1,980 | - | - | - | 6,050 |
| | # | 4 | - | 13 | - | 9 | - | - | - | 26 |
| Development Compliance | $Value | 2,200 | - | 440 | - | - | - | - | - | 2,640 |
| | # | 1 | - | 1 | - | - | - | - | - | 2 |
| Environmental Protection | $Value | - | - | - | - | - | - | - | - | - |
| | # | - | - | - | - | - | - | - | - | - |
| Health Infringements | $Value | - | - | - | - | - | - | - | - | - |
| | # | - | - | - | - | - | - | - | - | - |
| Stormwater & Waste | $Value | - | - | - | - | - | - | - | - | - |
| | # | - | - | - | - | - | - | - | - | - |
| Vehicle Related | $Value | 22,143 | 13,772 | 13,722 | 88 | 2,783 | - | - | 4,675 | 49,533 |
| | # | 352 | 65 | 170 | 1 | 32 | - | - | 68 | 661 |
| TOTAL | $Value | 25,773 | 6,622 | 22,902 | 88 | 5,863 | - | - | 4,675 | 65,923 |
| | # | 331 | 66 | 194 | 1 | 42 | - | - | 68 | 703 |
| | % | 39% | 10% | 35% | 0% | 9% | 0% | 0% | 7% | - |

Review of Operations
Health & Regulatory Services

## Building Works

The table below represents the total dollar amount of building works carried out in the region for the month of September 2013

| | Current Month | Value of Works |
|---|---|---|
| Average Dwelling Size | 282 $m^2$ | $293,955 |
| No. of Detached Dwellings | 72 | $20,879,910 |
| Average Value of Detached Dwelling | - | $289,998 |
| No. of Attached Dwellings | 5 | $1,754,644 |
| Average Cost of Attached Dwellings | - | $350,928 |
| Additions and Alterations | 12 | $1,098,700 |
| Total Residential Applications | 77 | $22,634,554 |
| Total All Applications | 182 | $30,839,882 |

## Vector Control

The table below represents the work carried out by the Vector Control team in September 2013.

| Sites Inspected | Sites Treated | Hectares Treated |
|---|---|---|
| 150 | 33 | 270 Ha |

## Out and About

### Regional Collaboration

Environmental Health Officers (EHOs) attended the Environmental Health Whitsunday Isaac Mackay (EHWIM) meeting this month in Proserpine.

This long established alliance of EHOs from local and state government in the greater region meets quarterly each year focusing on combining resources to prevent Dengue Fever, building relationships and discussing contemporary issues.

Other topics that were discussed at the meeting included changes to state food and environmental legislation and the Hazardous Industries Safety Regulators Network.

EHO'S FOCUSED ON PREVENTING DENGUE FEVER ACROSS OUR REGION AT THE REGIONAL COLLABORATION OF THE EHWIM

# Business Support

## Month's Highlights

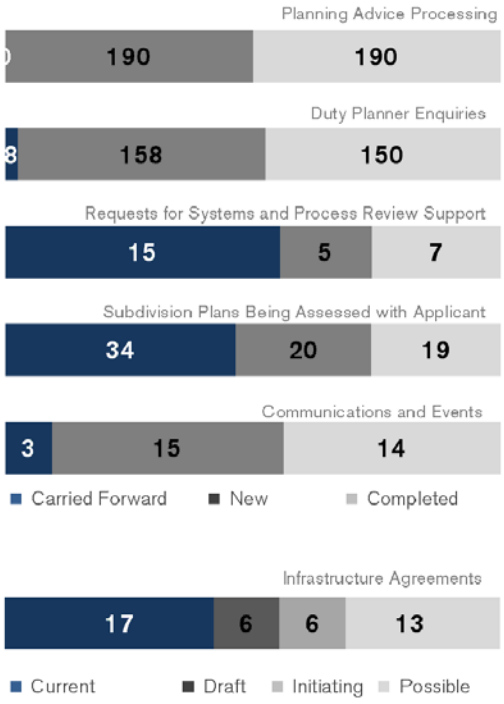
Planning Advice & Development Application lodgement remained steady through the month with no significant peaks or troughs. Duty planner enquiries featured highly in the Commercial Use and Zoning categories.

For the month of September only system requests deemed critical and or high priority for the business have been actioned. All others have been placed on hold until the return of critical staff at the beginning of October, 2013.

Subdivision Plan endorsement has been under pressure due to critical staff absences.

Focus for research and communication activities have been in redevelopment of the Local Laws website, production of this Performance Management Report and the delivery of 4 Welcome Packages for new staff to Development Services

**Volume of Operations**
No. of Requests Processed




## Planning Advice

The table below represents the total number of planning advice enquiries handled by the Planning Advice Team as well customer satisfaction results.

| Total No. of Planning Advice Enquiries | Total No. of Feedback Responses | Satisfaction with Planning Advice |
|---|---|---|
| 158 | 0 | 0% No responses received |

Review of Operations
Business Support

## Key Achievements

### Infrastructure Agreements

This month we have seen positive outcomes in the space of infrastructure agreements with successful testing of the new endorsed processes, procedures and business rules.

The success is demonstrated by a number of IA's travelling through the process from initiation to execution. This is a positive step forward and further enhances the foundations now set for managing infrastructure agreements into the future.

### Change Initiatives

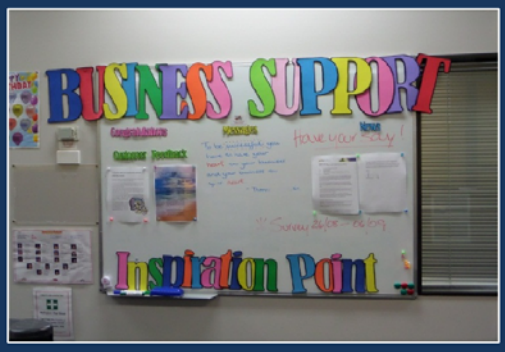
Project and Process Reviews currently active

| Title | Stage |
|---|---|
| DA Innovation Project | Initiation |
| DA Tracking Exercise | Initiation |
| Animals Process Review | Initiation |
| DC Internal Communications | Execution |
| MRPS Implementation | On hold with the Business |
| Pound Process Review | Execution |
| Management of Infrastructure Agreements Project | Completed |
| Pathway PIP Configuration Project | Execution |
| Reporting Review Project | Execution |
| Abandoned Vehicles | Execution |
| New Customer Request Types | Completed |
| Development Compliance Register | Completed |
| MCU Audits Process Review | Completed |
| Legal Matters Process Review | Completed |
| ADAC | Execution |

## Program Improvements

### Inspiration Point

The 'Inspiration Point' board in business support is utilised to celebrate our Program's achievements, provides the department with special project updates and milestones and provides a place for staff to share helpful hints and business tools.




THE INSPIRATION POINT BOARD IN BUSINESS SUPPORT

Mackay REGIONAL COUNCIL
Community & Client Services
Monthly Review > September 2013

## COMMUNITY & CLIENT SERVICES MANAGEMENT

- Significant planning work was undertaken in advance of the new Community and Client Services Directorate coming into existence on 1 October.
- Met with Tourism Branding consultants working on behalf of Mackay Tourism developing new branding for the region.
- Attended several Disaster Response and Recovery Training sessions as part of new role as Mackay Regional Council Disaster Recovery Coordinator.
- Assessed first round of Community Grants for 2013/14.
- Attended SLPT quarterly strategic workshop.
- Attended various sessions with Adelaide Lord Mayor Stephen Yarwood.
- Attended North Queensland Sports Foundation 30th anniversary dinner in Townsville.
- Met with Townsville City Council Integrated Sustainability Services Manager and team as well as State Government and James Cook University representatives to discuss sustainability measures which have been rolled out in Townsville.

## COMMUNITY PROGRAMS

### Management

- The new Community Programs program came into being on 1 September. The new program provides unprecedented opportunities for collaboration, joint program delivery and multiskilling of staff.

- A regular fortnightly newsletter has been introduced as a way to communicate with staff in the diverse program and to assist in the development of the desired culture.

- With the transition to a new manager, it is timely to review council's Sister City relationship with Matsuura. A request for proposal from suitably qualified local consultants is currently being developed.

- Funding in the youth sector is being recommissioned and this has been a focus for management and Community Development staff.

- An internal Multi-Cultural Reference Group has been proposed and work has begun on drawing up a Terms of Reference.

- Council's increased role in community recovery following a disaster has also been a focus for management and Community Development staff.

- Planning has begun for the digitisation of the region's museum collections.

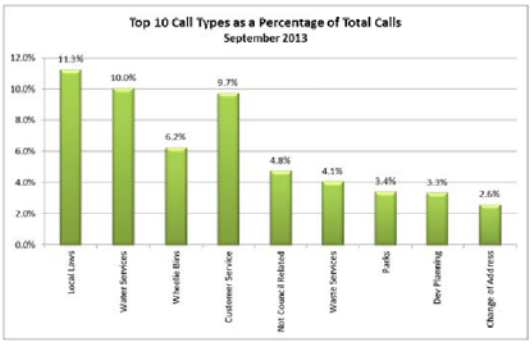
- A process of revisioning the space at the City Library has begun. The project is intended to determine whether the community's needs for the City Library are being met.

- Client Services is pursuing several initiatives to ensure multiskilling of staff.

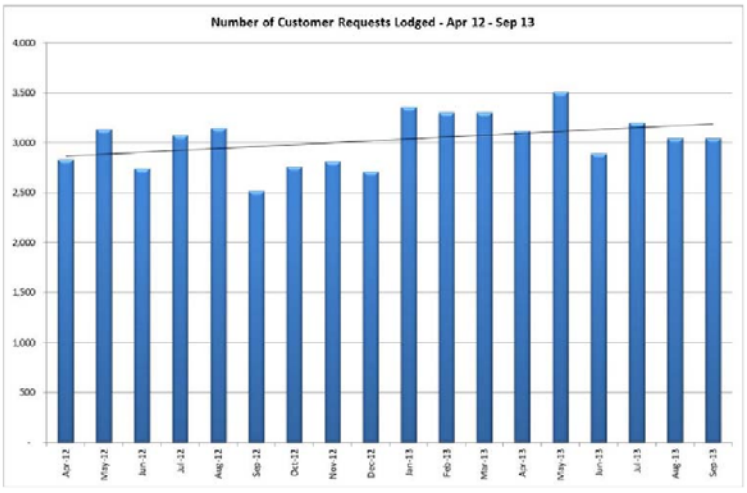
- Work has begun on developing a working group to ensure better coordination and collaboration amongst the sporting clubs in the South Mackay area.

## Client Services

### Top 10 Call Types – September 2013

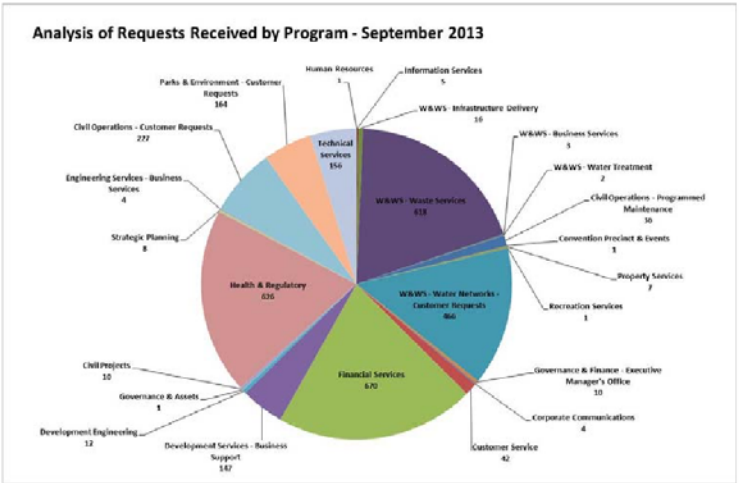



### Number of Customer Requests Lodged – Apr 2012 to Sep 2013



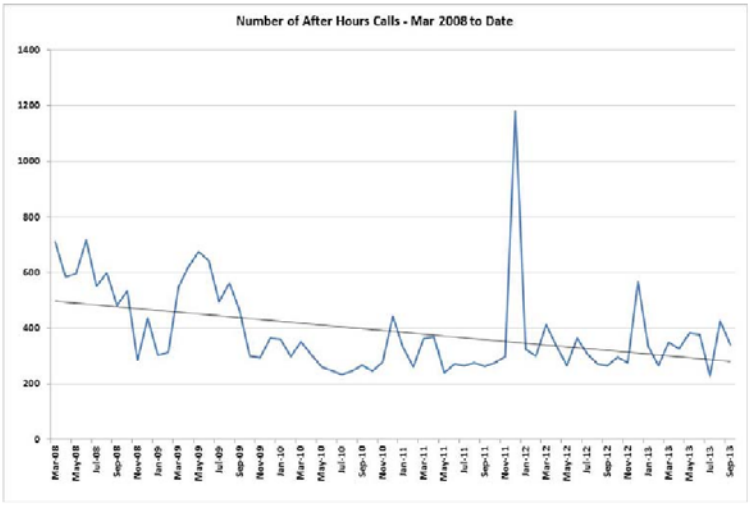

A steady month in terms of new requests lodged. Note the upward trend over time.

## Analysis of Request Received by Program – September 2013



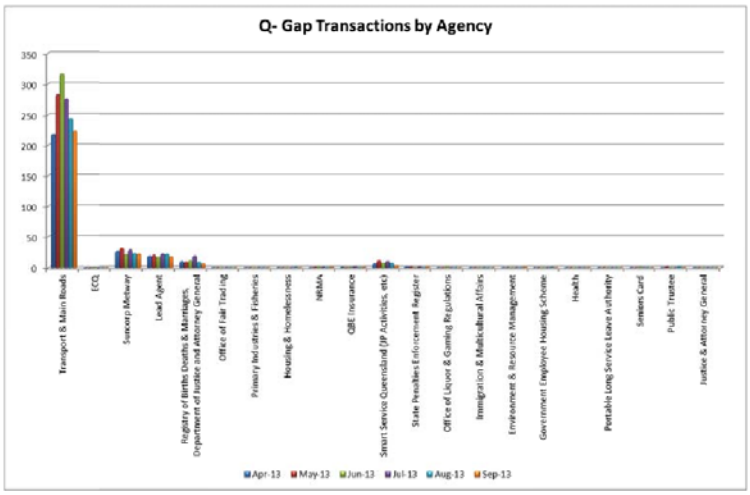

Note: the customer request system is used to process high volume, routine requests for services – about 45% of all calls to the call centre result in a customer request being lodged. This system does not report on complex, non-routine issues, which are often made direct to a council officer. Financial Services received a higher than average number of requests during the month, the majority being objections to the investor category.

## Number of After Hours Calls



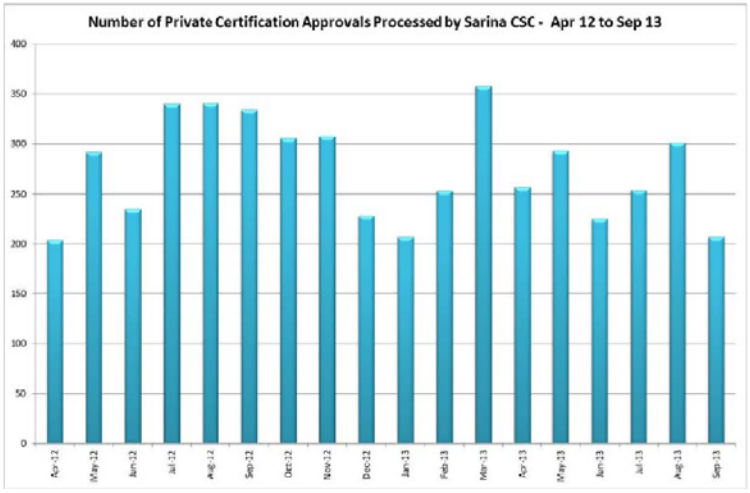
Note the decline in the number of calls to the after hours service over time – the result of a deliberate strategy to refocus the service on genuine emergency-related matters.

The QGap Agency at Mirani continues to be well utilised by customers in the Pioneer Valley.

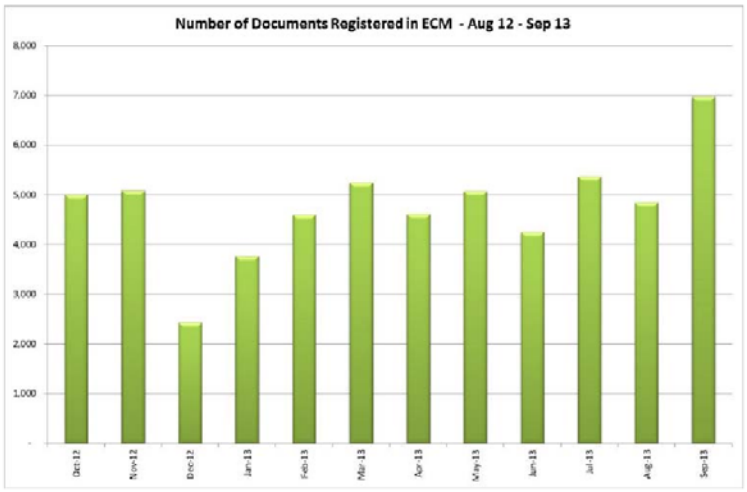



Motor vehicle licence renewals are the most common type of transaction processed at the Agency.

**Number of Private Certification Approvals Processed– Apr 2012 to Sep 2013**



### Number of Documents Registered in ECM – Oct 2012 to Sep 2013




The e-Content team had is busiest month on record, with almost 7,000 documents registered during the month. The team is experiencing a growth in transactions in line with the general shift of clients to on-line transactions with organisations.

## Community Development

**Homelessness**

- CDO has taken on the coordinator role of MRC homelessness working group to address the issue of homeless people living rough on Council land. The aim of the group is to develop a proactive, collaborative and coordinated strategy to address the ongoing management of this issue. This group will have representatives from 6 different departments: Community Development, Parks and Environment, Property Services, Health and Regulatory Services, Corporate Communications, Libraries.

**Disability**

- CDO planned and organised a Disability Action Week event in partnership with the Access Service Team at Disability Services Qld. The event was an Interactive Morning Tea at the Botanic Gardens on Friday 13 September, 9.30-11.30. The focus of the event was on inclusion and the event provided an opportunity for people with a disability, their families and their carers to participate in a range of activities including Sensory Circus workshops, singing choir, bocce demonstration, guided tours of the Botanic Gardens. The event was attended by around 100 people and was very successful in terms of inclusion and participation.

**Ooralea (locality development)**

- The Ooralea Community Network Guiding Principles were drafted, reviewed and endorsed by the network.

**Northern Beaches**

- The Northern Beaches Community Day was held on Sunday 1 September. The day was really successful and we had a good turnout of community members attending the day. Stall holders reported that they were happy with the numbers as well.

**Grants**

- Inkind and Junior Sporting Grant Applications
  6 Inkind applications and 4 Junior Sporting Applications for September.

- RADF Grant Round
  There were 6 RADF Applications in Round 1(Closed in August).
- Grant Program Round 1 (August)
  There were 33 grant applications for Round 1 (Closed in August).

**LAMP**

24 September: **Origami Workshop at Gordon White Library**
An Origami Workshop was presented by Sachiko Katoka. Sachiko Katoka is an artist who was in Mackay to do a felt Workshop through an RADF grant. Sachiko also has an expertise in Origami and wanted to give back to the community that provided her with the grant and presented a free Origami workshop for adults at Gordon White Library. This was a very popular event and provided an opportunity of sharing art with different cultures. Sachiko taught the 34 attendees how to fold a lotus flower, flapping and traditional cranes. Origami has long been appreciated as a wonderful form of art in the world. Sachiko believes that origami has great educational and therapeutic properties and she would like to share her skills with many people who live in this country she loves.
15 September Papua New Guinea Independence Day celebration

**Sarina Neighbourhood Centre**

The Sarina Neighbourhood Centre is almost ready for opening to the public. While waiting for the Centre to open the Centre Officer has been preparing resources and information.

- drafting policies and procedures relevant for Neighbourhood Centre services as required by the Department of Communities;
- drafting brochures outlining the services available from the Centre
- drafting forms for client assessments, referrals and services
- collecting details and information from groups/clubs/services/businesses in the Sarina district to compile a Sarina Information Directory

Activities:

- Promoted Child Protection Week at the Sarina Festival.
- Promoted Child Protection Week and White Balloon Day at the Sarina Admin building
- Community Development Committee (a working group of individuals and organisations representing the Sarina area community which meets quarterly with Mackay Regional Councillors)
  - ✓ increased membership through engagement with Sarina community organisations
  - ✓ coordinated meeting on 23rd September with Cr Greg Martin and Cr Chris Bonanno.
- Trainee interviews for position at Sarina Neighbourhood Centre in 2014

## Youth Development

Mackay Regional Council's Youth Development Officer supported Mackay Youth Connections Network Inc. (MYCN) Discussion and Planning Session held on Monday September 16. This was an opportunity for youth services to explore collaborative opportunities, strengthen service delivery and better support young people in the region. The session had a simple agenda encouraging conversations around the imminent changes in the youth sector and implications for services, possible collaborative models (their pros and cons and adaptability to the region) and possible next steps.
Three basic questions proposed to the youth sector

1) What impacts can you see from structural / funding changes in the youth sector?
2) What benefits and barriers can you see in collaboration?
3) What do you think we need to do next?

Background:-
After the release of the Commission of Audit Report www.commissionofaudit.qld.gov.au/reports, the state government announced there will be significant changes to service provision and service systems. Recommendations from the "Commission of Audit Report" included; Government as 'enabler' rather than 'doer', Focus on consumers and their outcomes, Test best ways for government to purchase outcomes, Achieve value for money, Intervene early, Streamline programs, procurement and contracting, and Strengthen partnerships and engagement. Which lead to the introduction of a six month action plan, outlining 4 key priority areas 1) Review of Youth Programs (known as the Recommissioning), 2) Youth Strategy, 3) Red Tape Reduction and 4) Caring for our Communities.

## Resilience Project

Disaster / Emergency Preparedness information stall at Northern Beaches Community day. This was well attended and the Northern Beaches often attracts new people to town who need information on cyclones etc.
Recovery Training arranged for all Councillors, Directors and Managers and conducted by EMQ.

Nomination: The Emergency Preparedness Shopping Bags project has been selected as a Queensland finalist for the 2013 Resilient Australia Awards – Queensland. The Awards ceremony is in Brisbane on 24 October 2013 and the winners will progress to the National awards.

## Regional Arts Development

An RADF assessment meeting, for round 1, 2013/14, was held on 2 September. 6 applications received a total of $38,189, 2 applications were unsuccessful. The RADF Annual Report 2012/13 is nearing completion and will be submitted to Arts Queensland in early October. A total of $169, 315 RADF funds were allocated in 2012/13. The Creative Mackay E-Bulletin, for events taking place from 26 September – 28 November, was distributed to a total of 825 subscribers. A management committee, comprising of local arts community representatives, has been established to oversee stage 2 of the Mackay Creatives Website Project (an RADF Council-led initiative), which will culminate in a public launch of the site and a drive for new members. They held their first committee meeting on 26 September.

## Sister City

On 20 September, eight students from local schools, accompanied by two adult chaperones, departed for Japan on Mackay Regional Council's sister city scholarship program. A highlight of the trip will be a 7 day home-stay with local families in Matsuura which will provide the opportunity for the students to learn more about the Japanese culture and language, as well as making friends with our sister city residents.

*The 2013 Sister City Scholarship Group*

## Libraries

General

- The Mobile Library attended the Northern Beaches Community Day on Sunday 1 September. This is the third year that the Mobile Library has been part of the program and over 100 people visited the library that day, many for the first time.
-

Young People's Services

School Visits

- Monday 2 September: 44 Kindy children from Eimeo Road Kindergarten visited the Gordon White Library for storytelling, a tour and independent browsing. Library membership application forms were sent home with the children.

- Friday 6 September: 46 Kindy children from Eimeo Road Kindergarten visited the Gordon White Library for storytelling, a tour and independent browsing. Library membership application forms were sent home with the children.

- Monday 16 September: 22 Kindy children from Bucasia Kindergarten visited the Mackay City Library for storytelling, a tour and independent browsing. Library membership application forms were sent home with the children.

- Wednesday 18 September: YPS staff visited St Joseph's Catholic Primary school and presented a Fractured Fairytale Storytime to 40 Year 4 students. Discussion and promotion of Library services and collections also resulted in lots of questions from the children.

- Friday 20 September: 24 Kindy children from Bucasia Kindergarten visited the Gordon White Library for storytelling, a tour and independent browsing. Library membership application forms were sent home with the children.

- Thursday 26 September: 10 children aged from Prep to Year 4 from Glenella Vacation Care program visited the Gordon White Library for storytelling, a tour, craft and free time.

- Mackay and District Special School: fortnightly visits continued at Gordon White Library

| | | | |
|---|---|---|---|
| Monday 2 | Junior class | 7 students | 2 adults |
| Friday 6 | Senior class | 6 students | 3 adults |
| Monday 16 | Junior class | 6 students | 2 adults |
| Friday 20 | Senior class | 5 students | 2 adults |

Baby Welcoming Ceremony

Young People's Services staff represented the Library at this month's Baby Welcoming Ceremony on Sunday 15 September at the Regional Botanic Gardens. Our interactive space encouraged families to sit down and spend time with their little ones, reading and playing with age appropriate resources. There was great interest in our Baby Bounce sessions and the majority of visitors had heard of our sessions or were already attending on a regular basis.

Bedtime Stories

Bedtime Stories were held at the Gordon White Library on Thursday 26 September from 6.00pm – 7.00pm. It was a wonderful family session with about 25 children and 18 adults in attendance. It was lovely to see the number of Dads and grandparents enjoying this program with their children.

School Holiday Activities

Musical Mayhem is the theme for the September/October school holidays and during the first week Zumba classes for children were held at the Gordon White and Mackay City Libraries. Over 120 children from Prep to Year 7 (and some parents and younger siblings!!) participated in these loud, high energy sessions and a great time was had by all.

YPS Visit to State Library of Queensland and Sunshine Coast Libraries: Investigation of The Corner and The Corner on The Road projects

Executive Coordinator Programs, Young People's Librarian and Young People's Library Assistant spent Wednesday 18 September at State Library discussing The Corner concept with LYPS (Literacy and Young Peoples Services) staff. The Corner is an innovative response to the public demand on library spaces and programming for young people and presents a rich, interactive, play-based learning program and environment within the library space.

MRC Libraries staff then spent Thursday 19 September visiting branches of Sunshine Coast Libraries who piloted The Corner on The Road in 2012 and subsequently introduced The Corner service delivery model across their libraries to successfully engage with children and their families.

SLQ's The Corner concept offers Mackay Regional Council Libraries significant opportunities to meet the ever increasing demand on our programs and will be an interesting project to consider and hopefully pursue over the coming year.

Young People's Librarian Group Network Meeting: Friday 20 September

The Young People's Librarian attended this quarterly meeting at Ipswich Regional Council Libraries. SLQ national programs such as the Summer Reading Club and Dad's Read were discussed, as well as information sharing about current public library programs, challenges and successes. Attendance at the YPLG network meeting is always an invaluable networking and professional development opportunity.

MakerSpaces Mackay

MRC Mayor Deidre Comerford and Cr Alison Jones attended the launch of this exciting new community project. With funding from State Library of Queensland (SLQ), the libraries are providing pop-up 'MakerSpaces' where 9 – 16 year olds are encouraged to venture into the fields of Science and Technology. Mick Burn and Daniele Constance from The Edge, the digital hub attached to the SLQ spent two days in Mackay lending their skills and expertise to get the project initiated. Attendees created Bristlebots, Blinky Badges, Makey Makey Banana Piano's and experimented with the MakerBot 3D printer.

Current year

| Event | September 2012 | September 2013 |
|---|---|---|
| Storytime | 993 | 1186 |
| Many Cultures Storytime | n/a | 54 |
| Baby Bounce | 208 | 406 |
| Bedtime Stories | 0 | 43 |
| School Holiday Activities | 150 | 120 |
| Young Adult Activities | 15 | 68 |

Community Services

CQ Library Society Visit

The Community Outreach Librarian spoke to a very enthusiastic group at the CQU Library. They were amazed at the variety of resources found in today's libraries both real and virtual. Information on the e-resources available as well as the free IT classes on offer, had them enthusing about dusting off their library membership cards and coming in to our libraries to find out more.

Cityside Book Club

"The Light Between Oceans" engendered much enthusiastic discussion. A newcomer felt they had missed reading a great book and was surprised at the degree of passion the book had evoked.

- Statistics

| Computer Use and Classes | September 2012 | September 2013 |
|---|---|---|
| Discover IT Classes (participants) | 54 | 48 |
| Public Computers - Users | 570 | 1805 |
| Public Computers – Bookings | 630 | 2941 |
| Public Computers – Express Computers | 128 | 824 |
| Public Computers – Wireless (hrs) | 577 | 764.5 |
| Assistive Technology Computers | n/a | 17 |

*Statistics reporting unavailable for MCL and GWL in September 2012 so figures are significantly lower.*

| Information Requests | September 2012 | September 2013 |
|---|---|---|
| Ask a Library queries | 9 | 8 |
| Interlibrary Loans – Requests made | 58 | 101 |
| Interlibrary Loans – Requests received | 81 | 83 |

| Top Website Visits | September 2012 | September 2013 |
|---|---|---|
| Total Website Visits | 21,769 | 28,637 |
| Website Visits - Online Catalogue | 14,376 | 14,851 |
| Website Visits – Home | 3,640 | 7,909 |
| Website Visits – Branches | 638 | 1024 |
| Website Visit – eLibrary | n/a | 603 |
| Website Visits – Online Resources | 706 | 552 |
| Website Visits – My Details & Membership | 377 | 525 |
| Website Visits – For Kids/School Holiday Activities | 112 | 382 |
| Website Visits – What's On @ Your Library | 188 | 290 |
| Website Visits – For Kids | 184 | 271 |
| Website Visits – Services | 186 | 223 |
| Website Visits – eLibrary/eBooks | n/a | 204 |

*Not applicable = Web page did not exist in the previous year.

| Database Visits | September 2012 | September 2013 |
|---|---|---|
| Databases - The Computer School | 32 | 173 |
| Databases - Road to IELTS Academic | n/a | 18 |
| Databases - Road to IELTS General | n/a | 15 |
| Databases - Who Else Writes Like | 1 | 1 |
| Databases - Who Next? | 1 | 2 |
| Databases - Transparent Language Online | 263 | 15 |

| Home Library Service Statistics September 2013 | Library Branch | | |
|---|---|---|---|
| | Gordon White | Mackay City | Sarina |
| Assistive Technology Computer | 9 hours | 12 hours | |
| Home Library customers | 54 | 101 | 16 |
| Bulk Loans | 1 | 1 | 0 |
| Phone calls | 8 | 24 | 2 |
| Reservations | 55 | 43 | 16 |
| Kilometres travelled by FOML | 59.2 | 52 | 18 |
| Number of items loaned | 756 | 1291 | 95 |

| Heritage Collection Room | September 2012 | September 2013 |
|---|---|---|
| No. of visitors to Heritage Collection | 64 | 56 |
| No. of research inquiries<br>* up to 1 hr research required | 13 | 15 |
| Microfilm Reader Bookings | 37 | 35 |
| No. of digitised photographs in image collection | 571 | 571 |

- Membership and loan statistics

New members

| Library Branch | September 2012 | September 2013 |
|---|---|---|
| Gordon White Library | 239 | 226 |
| Mackay City Library | 161 | 165 |
| Mirani Library | 21 | 9 |
| Mobile Library | 21 | 22 |
| Sarina Library | 38 | 27 |
| Walkerston Library | 20 | 19 |

Loans

| Library Branch | September 2012 | September 2013 |
|---|---|---|
| Gordon White Library | 27302 | 26148 |
| Mackay City Library | 19975 | 19133 |
| Mirani Library | 2804 | 2569 |
| Mobile Library | 2436 | 2905 |
| Sarina Library | 3977 | 3639 |
| Walkerston Library | 2718 | 1882 |

| Self check out usage (% of total loans) | September 2012 | September 2013 |
|---|---|---|
| Gordon White Library | 57% | 85% |
| Mackay City Library | 70% | 80% |
| Sarina Library | n/a | 40% |

September 2013 marks the one year anniversary of RFID installation in Gordon White and Mackay City Libraries.

Visitors

| Library Branch | September 2012 | September 2013 |
|---|---|---|
| Gordon White Library | 9856 | 11562 |
| Mackay City Library | 10542 | 11733 |
| Mirani Library | 1974 | 1830 |
| Mobile Library | 1600 | 1267 |
| Sarina Library | 3232 | 3155 |
| Walkerston Library | 1718 | 1450 |

*Mobile Library - some schools on field trips in September - impact on visibility

| e-Resource Usage | September 2012 | September 2013 |
|---|---|---|
| Safari e-books | 9 | 2 |
| Bolinda eAudiobooks | 592 | 477 |
| Bolinda eBooks | n/a | 401 |
| Zinio Digital Magazines | n/a | 581 |

| TOP 5 Titles in Demand in September 2013 |
|---|
| Game of Thrones Season 3 DVD |
| Warm bodies DVD |
| Clockwork prince / Cassandra Clare |
| Dark paradise: Norfolk Island: isolation, savagery, mystery and murder/ Robert Macklin |
| Always on my mind / Jill Shalvis |

**Mackay Museums**
Visitor numbers: 13.

**Pioneer Valley Museum**
Visitor numbers: 15
Museum celebrated 25year anniversary on Sunday 15 September. Well attended by present and past volunteers, councillors, other museum volunteers, and general public.

**Sarina Historical Society and Museum Inc**
Visitor numbers: Total adults for September = 69 Total children = 67.
Total volunteer hours = 389

**Greenmount Homestead**
Visitor Numbers: Total visitors for September = 274, includes 176 students. 2 Wedding ceremonies.

Artwork carved from the Greenmount camphor laurel tree was unveiled at the MECC on Friday 6 September.

Museum meetings attended by Museums coordinator = 4.

WHAM (Whitsunday Hinterland and Mackay) museums group held their biannual meeting at Sarina on Saturday 28 September.

## Sport & Recreation

- **Mackay Sports Forum 2014**
  Planning for next year's Mackay Sports Forum has commenced. Mackay region sport and recreation groups are together working towards holding the inaugural event in May/June next year. The purpose of this event is to provide further education and real life positive experiences to sport and recreation volunteers, to increase capacity in volunteers to help provide greater opportunity for participation in sport and recreation and to provide the opportunity for community members to engage in volunteering with sport and recreation not for profit groups.

- **South Mackay Sports Precinct**
  Discussions have been started regarding the South Mackay Sport Precinct and the formation of a new committee. A list of South Mackay groups has been compiled to be involved in the first stage of this new project. The purpose of this new group is to create a means of communication within the multiple community groups located in the precinct, and to help promote working together for greater outcomes.

- **2013 BHP Billiton Cannington Mine North QLD Sport Bursaries**
  A Council morning tea and presentation was held for the two recipients, Paige Corrie and Solomon Grigg, who received the Sports Development Bursaries. The $750 bursary is presented in conjunction with the North QLD Sports Foundation and is used by the recipients to help further their aspirations in their chosen sports.

*Mayor Cr Deirdre Comerford, Paige Corrie, Solomon Grigg, Cr Paul Steindl and Gemma O'Neill at the North Qld Bursary Council morning tea presentation*

- **Qld Fitness, Sport and Recreation Workforce Development Conference**
  Sport and Recreation Coordinator attended the annual conference in Brisbane, which focused on 'A resilient and adaptable organisational culture – the key to managing change'. The conference brought together industry, RTOs and researchers to focus on best practice and change management. The program featured several case studies from clubs and organisations that have successfully overcome a recent challenge. Dr Karen Becker from the QUT Business School provided strategies that groups can apply in their own organisations to manage change.

## PROPERTY SERVICES

### Management

- Attended Recovery Training organised by the Local Disaster Recovery Group on the following modules:
  - 1: Principles, Functions and Governance
  - 2: Planning and Preparedness
  - 3: Recovery Operations
- Participated in Safety Audit of the Sarina Works Depot with WH&S Auditor John Egan in preparation for the main audit in October 2013.
- Attended workshop facilitated by the Lord Mayor of Adelaide, Stephen Yarwood pertaining to city heart development.
- Participated in initial discussions regarding changes to the organisational processes for Test & Tag services.
- Completion of construction and hand-over phases of the partnership between BHP Billiton Mitsubishi Alliance (BMA) and Mackay Regional Council for the construction of a sealed car park off Leisure Court.
- Completion of 47 Gordon Street (Old Ergon Energy Building) sale to Ozturk Properties 2 Pty Ltd.

### Project Technical Officer

| Property | Comments |
|---|---|
| Blue Water Lagoons | The contract has been let for the replacement of the soft-fall to the children's activity area ($250k approx.) |
| Public Pools | All Pools are now operational - There was temporary short-term equipment failure at the Pioneer Pool which has now been resolved. |
| Ergon Building | The Ergon Building has now transferred to the new Owner |
| Structural Realignment | Various office accommodation was refurbished to accommodate new reporting arrangements. |
| Admin Lift | The Contractor has taken all final details and equipment ordered from oversees is in transit |
| Sarina Library & Admin | Safety handrails and ladder access were installed to Sarina Admin and Library. |
| Sarina Hall | The hall floor has undergone significant repairs due to major damage to the hall floor caused by a hirer. |
| Artspace | Foodspace floor has been recoated, repainting throughout and repairs to equipment and building were undertaken for the |

| | |
|---|---|
| | new tenant. |
| 1 Willets Road House | All approvals were obtained and the removal of existing house and extensive civil works were completed |
| All Civic Precinct Administration | Carpets Cleaned |
| Virgin Stadium | The commercial kitchen was made vermin proof to meet health requirements. |
| Main Admin, 42 Wellington St, Sarina Admin and Sarina Library | Re-roofing - Tenders have now been called for the re-roofing of the Main Admin building, 42 Wellington St building, Sarina Admin and Sarina Library |
| Sarina Neighbourhood Centre | First stages of refurbishments are now completed for the new Sarina Neighbourhood Centre. A full internal repaint will be undertaken once the roof has been replaced. |
| Old Pioneer Shire Building | Documentation has commenced on the works to the Old Pioneer Council Building. |

**Property Co-ordinations**

- Evan St Road Truncation as part of Development Application conditions.
- Turnors Paddock Road Realignment.
- Settlement on the sale of the Ergon Energy Building affected on the 20th September 2013.
- Preparation and execution of the new Foodspace Licence Agreement.

Property Services are currently dealing with:-

- 10 Road Realignments
- 9 Land Acquisitions of property for Council purposes
- 6 Easements being established

**Leases**

- NBN lease conditions agreed upon with Calen lease ready for execution.
- Kucom lease registered.
- Real Estate Agents quotations out with valuations being prepared.

**Sarina Sugar Shed**

Sarina Sugar Shed celebrated its 7th birthday on the 1st September with the Launch of their long awaited brown rum. Approximately 1000 people visited the Sugar Shed and the Field of Dreams Parkland to take part in the event. Councillor Greg Martin launched the Rum, followed by a very successful auction of the first 5 bottles out of Barrel 01/13 attracting the following prices:

Bottle No. 1 $2,000.00
Bottle No. 2 $1,200.00
Bottle No. 3 $1,250.00
Bottle No. 4 $1,100.00
Bottle No. 5 $1,750.00

100 x 700ml bottles at $150.00 per bottle and 100 x 50ml bottles at $15.00 per bottle were offered for sale on the day and sold out within 4 hours. The remaining 100 x 700ml bottles were sold out within 3 days. The only rum now remaining from this First Edition barrel is approximately 100 x 50ml bottles.

Our next barrel 02/13 is due for release in time for Christmas in November 2013.

The rum has assisted in putting the spotlight on the Sugar Shed with visitor's numbers up for September. Rum enthusiasts from all over Australia having been calling to purchase the product or leave their name and address for a bottle out of 02/13.

Our Mooscoop ice-cream has been selling well with 400 pales sold in September with the hot weather we are experiencing at the moment.

## Aquatic Facilities

The following customers have attended the Aquatic Facilities for September 2013:

### Bluewater Lagoon

| Type of Customer | September 2012* | September 2013** |
|---|---|---|
| **TOTAL** | 33,479 | 35,253 |
| **Source** | | |
| * Lifeguard Statistics - Monthly Reports March 2012 - Visitations PDF by Surf Lifesaving Queensland (SLSQ)<br>**Traffic/People Counting System | | |

### Memorial Pool

| Type of Customer | September 2012** | September 2013*** |
|---|---|---|
| Persons 15 years or older | 1260 | 2028 |
| Children from 3 years to persons under 15 years | 521 | 528 |
| Pensioner | 73 | 0 # |
| **TOTAL** | **1854** | 2056 |
| **Source** | | |
| ** LINKS Software System<br>*** Information received from Lessee of Memorial Pool # Pensioner figures included in Persons 15 years or older | | |

### Pioneer Pool**

| Type of Customer | September 2012** | September 2013*** |
|---|---|---|
| Persons 15 years or older | 384 | 798 |
| Children from 3 years to persons under 15 years | 331 | 559 |
| Pensioner | 15 | 0 # |
| **TOTAL** | **730** | **1357** |
| **Source** | | |
| ** LINKS Software System<br>*** Information received from Lessee of Pioneer Pool # Pensioner figures included in Persons 15 years or older | | |

**Mirani Pool**

| Type of Customer | September 2012*** | September 2013*** |
|---|---|---|
| Persons 15 years or older | 595 | 794 |
| Children from 3 years to persons under 15 years | 1250 | 2101 |
| Pensioner | 0 | 0 # |
| **TOTAL** | **1845** | **2895** |
| **Source** | | |
| *** Information received from Lessee of Mirani Pool<br># Pensioner figures included in Persons 15 years or older | | |

**Sarina Pool**

| Type of Customer | September 2012*** | September 2013*** |
|---|---|---|
| Persons 15 years or older | 21 | 85 |
| Children from 3 years to persons under 15 years | 51 | 165 |
| Pensioner | 0 | 0 # |
| **TOTAL** | **72** | **250** |
| **Source** | | |
| *** Information received from Lessee of Sarina Pool<br># Pensioner figures included in Persons 15 years or older | | |

## MACKAY CONVENTION PRECINCT AND EVENTS

### Management

- Launched the M150 public artworks, a series of sculptures undertaken by local artist Adriaan Van Der Lugght. The works are sculpted from camphor laurel felled from Greenmount Homestead and comprise native Australian animals that reside in the Civic Precinct.

- Managed the departure of Grinders Corporate Catering who had been provided with temporary catering rights at Virgin Australia Stadium, and put in place a new model whereby the hirer organises their own food and beverage outlets and obtains all necessary permits including liquor license that pertain to their event. Community organisations such as Mackay District Rugby League, Wests League's Club and Lions Clubs of Mackay and district have thus far benefitted from this arrangement. While this arrangement has provided more cost effective for visitors to the Stadium, it is somewhat onerous managing Council's Duty of Care to many different stakeholders including community groups, hirers, QLD Police Service and Office of Liquor Gaming and Racing
- Managed the inaugural Professional Bull Rider (PBR) visit and tournament to Virgin Australia Stadium Mackay, eliciting great success. PBR has confirmed they would like to include Mackay and the Stadium on their circuit for next three years
- Oversaw new licensee, Sophia Ramos to enter into Foodspace with the premises expected to trade from 8 October
- Coordinated the advertising of annual Christmas Grants which will be assessed in October, in preparation for Xmas
- Managed the successful grant application to Regional Arts Development Fund which will see the Mackay Entertainment & Convention Centre employ a professional part time choir master who will audition and subsequently rehearse a local community choir who will perform in Opera QLD's production of La boheme in 2015 when this production visits Mackay
- Met with representatives of Local Government Association of QLD regarding the Associations 2015 Annual Conference with the view to securing this conference for Mackay Entertainment & Convention Centre
- Provided two potential sponsors for Virgin Australia Stadium to Council's Corporate Communications team
- Mapped and delivered operational strategies for Virgin Australia Stadium Mackay ensuring this facility has remained operational with a high degree of stakeholder satisfaction.
- Attended annual theatre arts event "Long Paddock" sourcing product for 2015 and beyond
- Unanimously elected as QLD representative for Australian Performing Arts Centre's Association. This will be Mark Fawcett's final term in this position as constitutionally the position can only be held for a maximum of six years. Mentoring for a replacement will occur as a matter of course
- Briefed Council as to business activity and initiatives at the Mackay Entertainment & Convention Centre

## Mackay Entertainment and Convention Centre

### Overview

September has been a productive month for Centre staff who have also managed multiple events at Virgin Australia Stadium Mackay. Stadium events will be reported on in more detail later in this report. Corporate and private hirers at the MECC this month include

National Australia Bank, NHP Electrical Systems, two weddings, a wake for local family the Michelmores, Mind Gardeners, Skills Tech Mackay, Council with the annual trainee and apprentice intake, Local Government Association of QLD and Australian Institute of Management. Performing arts hires included several local dance schools rehearsing for the 2013 Mackay Eisteddfod, Mackay West State School, Premier Artists (Jimmy Barnes concert), National Russian Ballet Co and the Mackay Comedy Players who performed Joseph. The entrepreneurial program will be featured later in this report.

Staff have also facilitated free use of the Centre's Steinway for Eisteddfod rehearsal, a practice which has now gone on for many years. Over 9 hours of free piano rehearsal has been provided.

Centre staff involved in cash handling undertook armed robbery training, and all staff consistently worked on Take 5s and Safe Plan. Much work has been undertaken preparing for capital works delivery during the Centre's quieter operational months being January and February. Program Manager and senior coordinators have been training centre staff on the operations of Virgin Australia Stadium, ensuring all obligations to staff are met in this regard.

The 2014 entertainment season has been finalised. In response to continuous improvement, the need to innovate, and save costs, the Centre will not offer an annual season brochure next year. Instead, a "*Great Big What's On*" will be produced as an A3 fold, and this will be supplemented by quarterly "What's On" publications that update as necessary. It is hoped that the "*Great Big What's On*" will defray print costs and reduce postage costs as this publication should transmit electronically with relative ease.

**Feedback**

*"Congratulations on Joseph! An excellent performance. Costumes, sets, music, singing, and dancing could not have been better. We have seen many, many musicals, and this one is way up there with the best. Well done to the MECC. "*
Gayle Stone

*I just wanted to say a massive thank you for our special night. Everything was amazingly perfect and it all went very smooth. The room looked stunning and the food was delicious and tasty. I have had soooooo many of the guests at the wedding tell me how fantastic the food was, how amazing the room looked and few people tell me it's the BEST wedding they have EVER been to. So thank you once again for everything you have done for us and making our night everything we dreamed of and more.*

*You .....were just fabulous to deal with! I will be recommending yourselves to everyone.*
Tahnee Hornick (Bride)

### Capital Program

Tenders are currently in preparation for large capital items. Smaller capital purchases and jobs are underway

### Development/Other Issues

Staff prepared a bid to host the 2015 Local Government Association (LGAQ) of QLD Annual Conference, a Conference that the Centre successfully hosted in 2010. The 500 +

delegates make this conference highly attractive to the region as delegate spend within the region is substantial. The bid was met with an immediate response, with Executives from

LGAQ visiting Mackay to enter negotiations. Advice regarding the bids success is expected in the next eight weeks.

### Entrepreneurial

Seven entrepreneurial performances from four events were held in September. Three performances of children's classic "Possum Magic" enchanted almost 2000 audience members comprising both schools and general public. A surplus was made from this activity. African Caravan, the Centre's annual foray into the world music genre saw 270 audience members generally actively participate with this program. Again a surplus was returned. The Australian Chamber Orchestra performed an excellent classical recital to a small audience of just over 100 people. A subsidy was required to stage this production, however generally speaking it is difficult to gain a commercial return from a classical recital such as this. Finally, the excellent "Haunting of Daniel Gartrell" starring Max Gillies, Samuel Johnson and Michaela Banas played to a delighted audience, however this production also required a subsidy.

### Performance

as at SEPT 2013

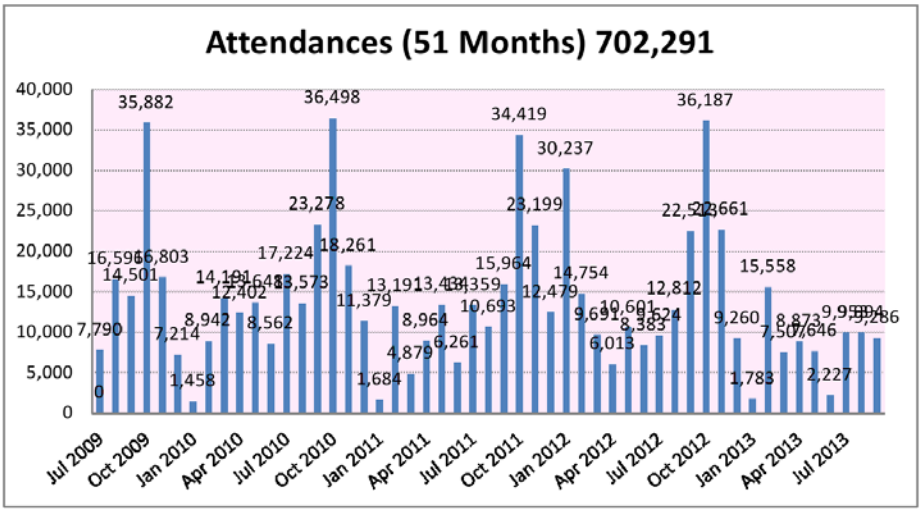
| Non-Financial Indicators | | Year to date |
|---|---|---|
| Number of Performances fully cost recovered | 50% | 50% |
| Minimum number of catered functions (excluding performances) | 140 | 37 |
| Average attendance at shows | Auditorium 550 | Auditorium 420 |
| | Foyer/space 100 | Foyer/space 96 |
| | Halls 600 | Halls 235 |
| | One Hall only 200 | One Hall only 117 |
| Number of non-utilised days | 90 | 10 |
| Number of Performances at the MECC | 200 | 56 |
| Yearly occupancy of facility | 173,890 | 29,233 |
| Average Response time for Patrons enquiries | <48 hours | <48 |
| Customer Hire Satisfaction | 80% | 100% |
| Ratio of Complaints to a sample of Patron Usage | 5% | 1% |
| Are adequate range of facilities being provided | 70% | 100% |
| Would you use the Centre again | 70% | 100% |

| 3 Year Comparisons | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | 2013-2014 | | | | 2012-2013 | | | | 2011-2012 | | | |
| | Performances | Events | Attendance | External Ticket Sales | Performances | Events | Attendance | External Ticket Sales | Performances | Events | Attendance | External Ticket Sales |
| JUL | 28 | 15 | 9,953 | 9,229 | 24 | 23 | 9,624 | 1,772 | 30 | 23 | 13,359 | 1,260 |
| AUG | 13 | 17 | 9,994 | 3,225 | 12 | 27 | 12,812 | 4,390 | 20 | 14 | 10,693 | 4,704 |
| SEP | 15 | 50 | 9,286 | 902 | 20 | 27 | 22,513 | 4,262 | 14 | 37 | 15,964 | 0 |
| OCT | | | | | 118 | 31 | 36,187 | 247 | 117 | 13 | 34,419 | 1,629 |
| NOV | | | | | 18 | 38 | 22,661 | 1,163 | 16 | 48 | 23,199 | 852 |
| DEC | | | | | 6 | 20 | 9,260 | 352 | 36 | 54 | 12,479 | 514 |
| JAN | | | | | 1 | 4 | 1,783 | 0 | 0 | 167 | 30,237 | 0 |
| FEB | | | | | 4 | 13 | 15,558 | 5,437 | 4 | 15 | 14,754 | 8,494 |
| MAR | | | | | 7 | 19 | 7,507 | 2,350 | 13 | 30 | 9,691 | 3,769 |
| APR | | | | | 14 | 18 | 8,873 | 4,038 | 4 | 23 | 6,013 | 2,440 |
| MAY | | | | | 15 | 16 | 7,646 | 3,094 | 14 | 19 | 10,601 | 1,484 |
| JUN | | | | | 5 | 11 | 2,227 | 4902 | 13 | 13 | 8,383 | 11730 |
| TOTAL | 56 | 82 | 29,233 | 13,356 | 244 | 247 | 156,651 | 32,007 | 281 | 456 | 189,792 | 36,876 |

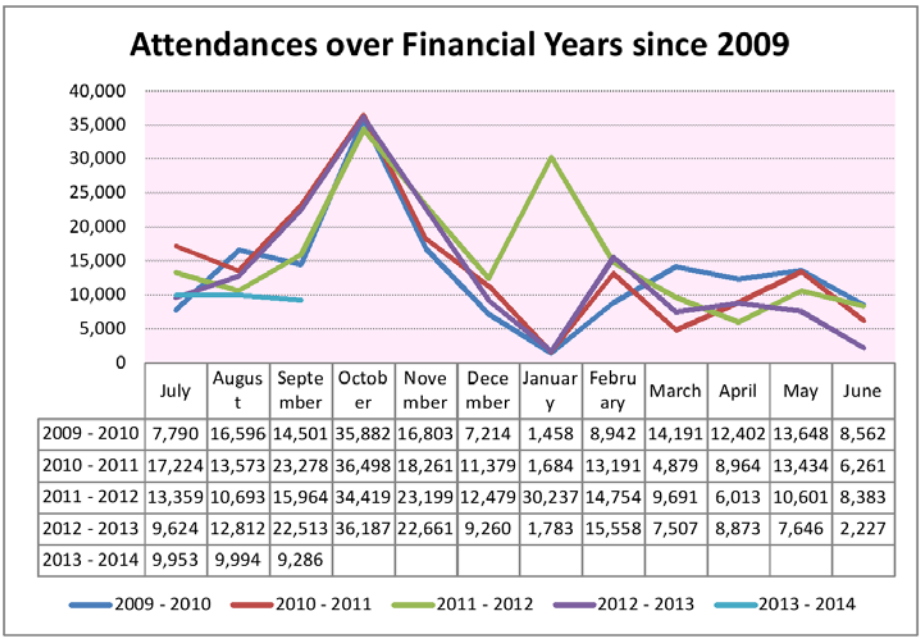
**This table includes "maintenance" as events/attendance until March 2011 when it has been excluded from reporting*

**#NOTE: October is Eisteddfod Month** **#NOTE: December 2011-Jan 2012 - Ice City**

| Type | # of Events | Actual Attendance |
|---|---|---|
| Cocktail Party | 1 | 150 |
| Competition | 1 | 805 |
| Concert | 4 | 2597 |
| Entrepreneurial | 7 | 2404 |
| Event | 4 | 360 |
| Function | 1 | 212 |
| Gala Supper | 1 | 166 |
| Meeting | 1 | 45 |
| Performing Arts | 5 | 1769 |
| Rehearsal Space | 9 | 406 |
| Seminar | 2 | 65 |
| Training | 1 | 28 |
| Wedding | 2 | 214 |
| Workshop | 2 | 65 |
| | **41** | **9,286** |




*The noticeable attendance drop on September in previous years can be put down to the absence of the Mackay Home Show from the MECC calendar, and fewer audience attendances. Also to a lesser extent, there are bi-annual events which occur every second September such as Victoria Park SS concert + Alligator Creek SS Concert.*




| | July | August | September | October | November | December | January | February | March | April | May | June |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2009 - 2010 | 7,790 | 16,596 | 14,501 | 35,882 | 16,803 | 7,214 | 1,458 | 8,942 | 14,191 | 12,402 | 13,648 | 8,562 |
| 2010 - 2011 | 17,224 | 13,573 | 23,278 | 36,498 | 18,261 | 11,379 | 1,684 | 13,191 | 4,879 | 8,964 | 13,434 | 6,261 |
| 2011 - 2012 | 13,359 | 10,693 | 15,964 | 34,419 | 23,199 | 12,479 | 30,237 | 14,754 | 9,691 | 6,013 | 10,601 | 8,383 |
| 2012 - 2013 | 9,624 | 12,812 | 22,513 | 36,187 | 22,661 | 9,260 | 1,783 | 15,558 | 7,507 | 8,873 | 7,646 | 2,227 |
| 2013 - 2014 | 9,953 | 9,994 | 9,286 | | | | | | | | | |

## Stadium

Four events managed by Council were held at the Stadium this month in addition to events managed by tenant groups such as football training, physiotherapy and group fitness classes. Mackay District Rugby League hired the Stadium for their Grand Final while the Mackay Cutters extended their season by entering the finals and hosting their preliminary final at the Stadium too. Professional Bull Riders (PBR) successfully hosted a Bull Riding Tournament to a capacity crowd of 2500. PBR welcomed their return to Mackay after an absence of a decade and have pledged to grow the event in future years committing to make Mackay a regular destination on their circuit. The Referees Association conducted their presentation night at this venue too.

The very dry conditions the region is experiencing is causing turf issues, with no automatic irrigation system and water restrictions staff are hand watering turf out of hours to ensure the turf stays in good condition. Handing back the Stadium's utility to sponsors North Jacklin has been somewhat challenging as there is no utility vehicle or trailer to move equipment on site.

The Stadium Working Group is making progress on future strategies, while all operations are under effective control.

**Feedback**

*Just wanted to thank you all for being such a great team to work with on the Mackay Event. We do a lot of events around the country, however it would have to be one of the most enjoyable experiences I have had this past week, your enthusiasm and willingness to assist was an absolute breath of fresh air for us with this weekend. The facebook feedback has been great and actually the stats from this event has broken our record with it peaking at 15 250 people talking about the event, might not sound like much but when you consider there are 45 000+ followers with many from around Australia and overseas for that matter, it is great to see this event generate so much hype.*

*I have no doubt this event will grow, so I would like to see if it is possible for us to get in early and work out a date for 2014 and 2015, so in turn we can have more time to plan and promote this event.*
Glen Young PBR

## Festivals and Events

### New Year's Eve, Tuesday 31 December 2013

Wide Bay Australia has agreed to sponsor the fireworks for this year's NYE Party. Promotion of New Year's Events will commence after Global Grooves has been undertaken.

### The Lanes Mackay's Easter Festival, Sunday 20 April 2014

Planning has commenced for the 2014 Lanes Festival in April.

### River Rock to Mountain Top Festival

No developments this month.

**Mackay Festival of Arts July 2014**

Pre - planning has commenced for next year's Festival of Arts.

**Sarina Festival, Saturday 31 August 2013**

The committee had a formal debrief on Tuesday 3 September. The inaugural Sarina Festival replaced the Coal to Coast Festival and had a very successful day in terms of people who attended and feedback from stakeholders was positive. The first part of the festival was the free Central Street Party which ran from 9 am to 1 pm. There were 90 stalls which did a brisk trade as over 1,000 people attended. Except for the Hector kids show, and roaming artists Hey Amigos and Sensory Circus's stilt walkers, all performers came from the Sarina Community. Sea FM did a great job in promoting this Festival and the John Ward Jeweller Diamond Dig was a highlight. From midday onwards the Queensland Mud Trials ran Mud Sprint Races and a 4WD & Ute muster. Over 20 Utes registered for this event in categories ranging from the best to the most "feral" Ute. There was also a circuit for the Utes and 4WD's to test their driving skills which involved picking up flags and a pumpkin! Feedback suggested that this year's participants will return with more of their friends next year. The committee will explore a new date for 2014 which doesn't clash with other events in the region and it has been agreed not to hold the event on the Father's Day weekend as many car enthusiasts did not come as they were entering their cars in the Pioneer Valley event the next day. The committee raised over $23,000 in cash and $15,000 in in-kind support. Whilst the inaugural festival ran at a loss, the Sarina Festival bank account will have over $10,000 in it to plan next year's festival.

**Bluewater Ecofest, Saturday 5 October 2013**

Jerry Coleby-Williams, ABC's Gardening Guru, will be this year's guest celebrity thanks to Porters Hardware. The draft program has taken shape. The day will start from 8am and finish at 3pm. There will be activities running from Canelands to Paxtons Warehouse. Prior to this festival starting; the Theiss River 2 Reef Bike Ride will take place commencing at 6am. The Vanuatu and Solomon Island Rugby teams will be starting the day at Bluewater Quay with an open exercise display with Council's own Luke Galea running his 'Fishin' Mission' workshop on the Pioneer River near the Island opposite Canelands. There will be many events on the river besides the traditional Mackay Raft Race and Pelican Push organised by Childhood Cancer Support. There will be a Butterfly enclosure and a special opening ceremony with the Mayor. Other highlights will be Port of Mackay Rotary Club's Canelands Duck Derby, Paxtons Warehouse Wool Yarn Bomb and the Ecofest Marquee where demonstrations and informed talks on all things sustainable will occur. At present we have 36 market stall holders, 7 food vendors and 14 Ecofest stall holders registered.

**Global Grooves, Sunday 27 October 2013**

Global Grooves will commence without a Citizenship Ceremony this year due to over 150 people wanting to attend Citizenship. The Mayor's office is organising another date and venue to cater for this demand. This has allowed more community groups an opportunity to perform on the day. The headline bands will be Cali Sabor, a Latin American show band which was a sensation at this year's Festival of Arts and the Brisbane Babas Band which will perform just before the Diwali (Indian Festival of Light) Parade. The day will end with a small fireworks display.

## Artspace Mackay

### Overview

Attendances at the gallery are around the same levels as the same period last year, due to the cafe being closed. However, Artspace Mackay is excited about working with a new cafe operator, and have spoken with Sophia Ramos about a range of different ideas and approaches to ensure the gallery becomes a real destination.

September has been a busy month for the gallery, with the second art & design market (*Rock Paper Scissors*) taking place on Sunday 1 September. With over 20 stalls set up around the lawns between Artspace and MECC, the market looked fantastic. It is estimated that around 600 people attended. This is good, considering there were so many other events on around the region (e.g. Sarina Festival) and it was Father's Day.

September also saw stage one of the digitisation of the art collection completed. Carl Warner, a highly experienced photographer from Brisbane, won the tendering process and spent the third week of September photographing as much as he could. He managed to shoot the entire Pioneer Potters collection of nearly seventy ceramic works, and around half of Council's artists' book collection. This project has been made possible with funding from the Gordon Darling Foundation, a private philanthropic fund. There are two more weeks of work scheduled in the next three months, and it is anticipated that the majority of the collection will be photographed by the end of the year. The ultimate goal is to make the collection accessible online, opening up our renowned art collection to potentially vast audiences around the world. But, the next step will be to catalogue the artworks, and enter the information in to the gallery's new collection management system, KE EMu.

Meanwhile, the gallery is gearing up for the Lloyd Rees exhibition, *Life and light*, coming to Mackay from the Queensland Art Gallery. The Mayor has kindly agreed to open the exhibition, on Friday 25 October, and all Councillors and staff are invited to attend - RSVP to Artspace Mackay (ext. 9722).

*Punters enjoy a beautiful day on Sunday 1 September at the Rock Paper Scissors art & design market*

### Visitors

1585 people visited Artspace during September 2013 (inc. Town Hall)

2,021 people visited Artspace during September 2012 (inc. Town Hall)

### Exhibitions

| | | |
|---|---|---|
| McAleese Gallery | 30 August - current | *Insight: The Hermannsburg Potters Collection of the Moreton Bay Region* |
| | 20 Sept - current | *The Wandering: Moving images from the MCA Collection* |
| Foyer Gallery | 30 August - current | *Creative Generations* |
| Cox Rayner Gallery | 5 July - current | *Two Islands One Home: A Story of Belonging* |
| Collectors' Cabinet | 25 June - current | *Black dolls*: From the collection of Kay Fatnowna |

### McAleese Gallery / Foyer / Cox Rayner Gallery

***Insight: The Hermannsburg Potters Collection of the Moreton Bay Region***
(McAleese Gallery)

This exhibition celebrates the diversity of art practice taking place in contemporary Indigenous communities. Since 1980, the Hermannsburg Potters have been producing a vibrant and highly original form of ceramic art that draws on many influences yet strongly reflects the distinctive visual culture of the region. The potters embrace yet reinterpret all these influences and traditions in their own painted ceramics.

***The Wandering: Moving images from the MCA Collection***
(McAleese Gallery)

This exhibition presents artworks by leading Australian artists recently acquired by the Museum of Contemporary Art Australia. It embraces a range of styles, including works made using animation, celluloid and domestic video, and ideas from social politics and representation, through to genetic engineering and virtual environments.

***Creative Generation***
(Foyer Gallery)

The Creative Generation Excellence Awards in Visual Art recognise and promote excellence in senior visual arts education throughout Queensland schools. This is an exhibition of finalists from across the region who will now compete with their peers statewide for the opportunity to have their artwork displayed at Queensland Art Gallery as part of *Creative Generation*, Queensland.

***Two islands, one home: A story of belonging***
(Cox Rayner Gallery)

This is an exhibition of locally-owned artefacts, commemorating the 150th anniversary of the arrival of South Sea Islanders in Queensland. Told through the eyes of local descendants of South Sea Islander indentured labourers, this collection of precious photographs, documents, ceremonial items and personal objects tells the story of our country's largest community of Australian South Sea Islanders. This has been a joint project with Council's Community Development team, and is curated by local artist and arts worker, Tracey Heathwood.

## Collectors' Cabinet

***Black dolls* from the collection owned by Kay Fatnowna**

Kay Fatnowna's collection of black dolls was begun in loving memory of her sister Myra Williams, of Marian, and has been developed over the years through purchases and donations. The dolls now represent a wide variety of nationalities and ethnicities.

### Public Programs & Education for SEPTEMBER

| | | | |
|---|---|---|---|
| 1 September | Rock Paper Scissors Art Market | Civic Precinct | 500 |
| 3 Sept | BMA Kidspace | Artspace Seminar Room | 88 |
| 5&6 Sept | Technology kids expo | McAleese, Orientation and Foyer galleries | 130 |
| 7 Sep | Kids Art Club with Rosemary Payne | Outreach at various sites throughout Mackay | 24 |

| | | | |
|---|---|---|---|
| 10 Sep | School group tour – Mackay Northern Beaches Highschool / Group 1 | McAleese, Foyer and Orientation Galleries | 22 |
| 11 Sep | School group tour – Mackay N B H<br><br>- Group 2 | McAleese, Foyer and Orientation Galleries | 23 |
| 14 Sep | Kids Art Club | Outreach venues | 24 |
| 15 Sep | Baby Welcoming Ceremony (Artspace stall) | Botanic gardens | 10 |
| 17 Sep | School group tour – Oakenden & Homebush State Schools – Prep to Yr 7 | All galleries | 38 |
| 20 Sep | School group tour – Mackay Christian College – Yr 8 | All galleries | 13 |
| 21 Sep | Concept Development workshop (flying arts) | Seminar room | 14 |
| 22 Sep | Concept Development workshop (flying arts) | Seminar room | 11 |
| 25 Sep | Group tour – Grandmas Place holiday care. | All galleries + Seminar room | 12 |
| 29 Sep | Artspace Sunday Film program – Hitchcock | Orientation gallery | 19 |
| Totals of public programs for September > 928 | | | |

# MINUTES
## Visual Arts Advisory Committee Meeting
## Monday 9 September 2013, 2.30pm
## Artspace Mackay, Seminar Room

**Chair:** Cr Chris Bonanno

**Present:** Chris Bonanno, Anna Thurgood, Bern Howlett, Wanda Bennett, Donna Robinson

**Apologies:** Lesley Kane, Kerrin Phillips, Marilyn Bliss, Mark Fawcett

### 1. Minutes of the Last Meeting

The minutes of the meeting held on 24th June 2013 were distributed, perused and accepted.

**Moved by:** Bern Howlett
**Seconded by:** Anna Thurgood

### 2. Matters Arising

Anna has finished acquiring the artist books that were on a priority list of purchases from the 2013 Libris Awards. This was with the approval of Visual Arts Advisory Committee (VAAC) members.

The digitalisation of the collection is about to begin very soon with a photographer locked in for the photography of all artworks. There has been three weeks set aside in the Seminar Room for Carl Warner (a Brisbane-based photographer who won the contract) to photograph the collection a week at a time over a 2 month period. Alicia Stevenson, Artspace Curator, will be overseeing the project with the aid of her assistant Chris Aird. The next step will be to go through the collection and properly catalogue **all** works, as this has never been done before. All this will need to be finalised before the next valuation of the collection is able to take place. Anna will print out a list of artists that are held in the collection to be presented at the next meeting.

### 3. Proposed Acquisitions

Anna informed the committee that she has formed an ongoing relationship with Dalrymple Bay Coal Terminal through a sponsorship agreement for Artspace Mackay. As well as continuing to sponsor the Libris Awards, which will next be held in 2016, they have given $10,000 to the gallery, on the proviso that this money will be spent on purchasing of artists books. In turn, Dalrymple Bay Coal Terminal's

name will be displayed above the glass cabinet in the Foyer Gallery as the 'sponsor' of the cabinet.

Artspace Director asked the committee for approval to purchase the rest of the artist's books that were originally proposed during the Libris Awards 2013, with the total amount being around $5000.00 ($4,990). Artspace Director also proposed that she would like to purchase artists books originally presented to the committee at the February 2013 meeting. These are: *Diese kinder...* by Christian Boltanski (based upon children lost after World War II); and *Memory loss* by Scott McCarney (this is to replace the same work already in the collection, which has deteriorated badly). The Boltanski work costs $125.00, and the McCarney work costs $250.00.

**Moved by Anna Thurgood**
**Seconded by Donna Robinson**

Artspace Director informed the committee that she had asked the artists whose works we were purchasing from the Libris Awards, if they would consider making a donation to the art collection. David Frazer and Anne Maree Hunter will be donating some works to Artspace Mackay, with David donating a work through the Cultural Gifts Program. Anna will ask the other artists whose work the committee has agreed to purchase if they will also consider donating artworks to the collection.

## 4. General Business

### 4.1 Committee

Kerrin Phillips will be leaving the VAAC Committee as she has sold her home and is relocating to southern Queensland. We wish her well in her future endeavours.

Artspace Director will be searching for another Committee member to replace Kerrin. Artspace Director will email possible nominations to committee members before the next meeting.

Mackay Regional Council is currently undergoing a restructure and Artspace Mackay will no longer be under the MECC. Subsequently, Mark Fawcett will no longer be our manager and will also no longer sit on the Visual Arts Advisory Committee. He will be replaced by Lawrence Booth, Manager Community Programs, pending approval from Gerard Carlyon, Director of Community and Client Services.

### 4.2 Mackay CBD Revitalisation Project

Mackay Regional Council was recently successful in their bid for Commonwealth government funding to allow a revitalisation of the CBD to take place. This will include a public art component whereby new artwork for the city centre will be commissioned. An audit of existing public artwork will be conducted by Artspace Curator, to determine which are past their use-by date and in need of decommissioning. Council now has a community engagement team which will

handle consultation with the community before any removal of public art begins. Artspace Director and Curator will be driving the public art component of the

overall project. Anna asked the VAAC for their continuing input into the placement of future, and removal of existing, public art. Additionally, the VAAC will be involved in the selection of new public artwork.

Date of Next Meeting: 28th October at 2.30 pm

Meeting Closed: 3 pm