



FINAL MINUTES

10 October 2018

Table of Contents

<u>Folio</u>	<u>Date</u>	<u>Particulars</u>
59123	10.10.2018	Ordinary Meeting Minutes
59174	13.09.2018	Draft Minutes - Sport & Recreation Advisory Committee
59183	17.09.2018	Draft Minutes - Visual Arts Advisory Committee (VAAC)
59188	10.10.2018	Office of the Mayor & CEO Monthly Review - October 2018
59212	30.09.2018	Capital Works Monthly Review - September 2018
59235	30.09.2018	Community & Client Services Monthly Review - September 2018
59276	10.10.2018	Adoption of Council Policies <ul style="list-style-type: none">* Accessible Communities Policy* Sub-Metering (Potable Water Supply) Policy* Related Party Policy* Age-Friendly Policy - Rescind

Declaration of Potential Conflict of Interest

Item 11.8 - Crs Bonaventura, Camm, Casey Gee and Mann
Item 17.1 - Cr Camm

ORDINARY MEETING MINUTES

1. ATTENDANCE:

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

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

The meeting commenced at 10.00 am.

2. OPENING PRAYER:

His Worship the Mayor, Cr Williamson led those present in Prayer.

3. ABSENT ON COUNCIL BUSINESS:

Nil

4. APOLOGIES:

Nil

5. CONDOLENCES:

Cr Casey expressed Council's condolences to the family and friends of Jake Gibbons for his recent passing as a result of a tragic accident. Jake was a past employee of Council in the Information Technology team when Cr Casey was first elected to Council.

6. CONFLICT OF INTEREST:

Item 11.8 - Cr Bonaventura, Cr Camm, Cr Casey, Cr Gee and Cr Mann
Item 17.1 - Cr Camm

7. CONFIRMATION OF MINUTES:**7.1 ORDINARY MEETING MINTUES - 26 SEPTEMBER 2018**

THAT the Ordinary Meeting Minutes dated 26 September 2018 be adopted.

Moved Cr Casey

Seconded Cr Paton

CARRIED

8. BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING:

Nil

9. MAYORAL MINUTES:

Nil

10. CONSIDERATION OF COMMITTEE REPORTS & RECOMMENDATIONS:**10.1 DRAFT MINUTES - SPORT & RECREATION ADVISORY COMMITTEE**

Author Manager Community Lifestyle

Purpose

Attached is a copy of the Sport & Recreation Advisory Committee minutes of 13 September 2018 for information purposes.

Officer's Recommendation

THAT the minutes of the Sport & Recreation Advisory Committee meeting held on 13 September 2018 be received.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Gee

Seconded Cr Englert

Cr Englert highlighted some of the activities from the Sport and Recreation Advisory Committee Meeting held on 13 September 2018. The next meeting is scheduled to be held tonight and is looking forward to the presentation by the external consultant.

CARRIED

**10.2 DRAFT MINUTES - VISUAL ARTS ADVISORY COMMITTEE
(VAAC)**

Author Manager Community Lifestyle

Purpose

Attached is a copy of the Visual Arts Advisory Committee (VAAC) minutes of 17 September 2018 for information purposes.

Officer's Recommendation

THAT the minutes of the Visual Arts Advisory Committee meeting held on 17 September 2018 be received.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Englert

Seconded Cr Mann

Cr Englert highlighted some of the activities from the Visual Arts Advisory Committee Meeting held on 17 September 2018.

CARRIED

11. CORRESPONDENCE AND OFFICERS' REPORTS:

**11.1 OFFICE OF THE MAYOR AND CEO MONTHLY REPORT -
OCTOBER 2018**

Author Chief Executive Officer

Purpose

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

Background/Discussion

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

Consultation and Communication

The report contains input from relevant Programs across Council.

Resource Implications

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

Risk Management Implications

Nil.

Conclusion

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

Officer's Recommendation

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

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

Cr Mann queried why the outstanding hazard inspection listed (only one not completed) was not completed in time. This has been an ongoing occurrence in the past few reports, and asked what procedures are in place to ensure all hazard inspections are carried out when scheduled.

The CEO advised it was a timing issue, the hazard inspection was scheduled on the last day of the month and was not captured in the system as completed even though it has been carried out.

Cr Mann queried in relation to the sand nourishment at Lamberts Beach does the tender document include how the sand will be transported.

The CEO advised the only transport mechanism available is via road, the dredging option was reviewed but the State and environmental requirements made this option very time consuming. He advised when the tender documents are released there will be restrictions on trucks movements to try and manage the road system and impact on beach users and residents of that area as much as possible.

Cr Mann queried if there is community engagement planned for this project.

The CEO advised there will be community engagement but this will commence following the awarding of the tender.

Cr Paton queried if the review of Council's administration of volunteers considers Progress Associations.

The CEO advised this was not in the original scope but it could be something Council could expand on and take direction on if it is something Councillors would like undertaken.

Cr Paton advised he would like this included in the scope of work.

The Mayor asked the other Councillors if they agreed with Cr Paton's request and all indicated they did.

Cr Casey queried in relation to the sand nourishment at Lamberts Beach will there be consideration on the hours of business if there are to be restriction on movements to ensure delivery of the requirement amount of sand.

The CEO advised Council is very conscious the it is a "one road in" community, windy road, skateparks and children along the route. The challenge is how will ~30,000 cubic metres of sand be transported and the logistics are being considered in the tender documents. The works will be carried out in sections, instead of the whole beach being impacted, only the section being worked on will be cordoned off.

Cr May advised after reading the Strategic Volunteer document she could not find anything around the wellbeing of the volunteers. She queried if in the formulating of the plan going forward if this could be included along with how it would be measured and monitored to ensure the wellbeing of the volunteers is being addressed.

The CEO advise he would ensure this is documented as it is one of the highest priorities to retain and attract volunteers.

Cr Camm queried in relation to detailed Asset Management Strategy and the plan that is to be finalised and provided to Council for consideration could an options analysis be included around the leadership of Asset Management across the organisation. Also, given the recent changes Council will be embarking upon over the next 12 months of the Capital Delivery Directorate she would like to see an options analysis incorporated in the Strategy of where the management and leadership is best placed. She believes Asset Management is not progressing as quickly as anticipated and could this be considered beyond 2020.

The CEO advised the best fit and the best level of accountability with Council's structure has been discussed with several options analysed. The target set is to bring to Councillors before Christmas the thoughts on the way forward for Asset Management.

Cr Gee queried the nine (9) shovel ready projects listed and where the shovel ready project for the wave pool sit under these projects.

The CEO advised the wave pool was listed under "*Aquatic Facilities/Wave Pool*", this shovel ready project encompasses any aquatic facilities and this has been reported on for some time as they are all inter linked.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Camm**Seconded Cr Mann**

Cr Camm advised it was a great report and thanked the Corporate Services Director, Andrew Knight, on undertaking the Acting CEO role in the CEO's absence during this period. She advised it was pleasing to see the reporting around safety across the organisation and congratulated the Community and Client Services Directorate in their improvement in safety reporting over the past 18 months.

CARRIED**11.2 NAMING OF MACKAY REGIONAL SPORTS PRECINCT****Author Chief Executive Officer****Purpose**

To recommend to Council a site name for the Mackay Regional Sports Precinct, and suggest the commencement of public consultation regarding the naming of the individual Aquatic and Athletics facilities.

Background/Discussion

The Mackay Regional Sports Precinct is a jointly funded project between the Australian Government and Mackay Regional Council, situated on land dedicated by CQ University.

Having been asked to consider naming options, Council's Corporate Communications section presented to the Mackay Regional Sports Precinct Advisory Group a range of options, with the preferred name being – Mackay ARC (Mackay Aquatics & Recreation Complex). This with a view to supporting the presentation of a report to Council to formalise the name, and also to receive associated logos'.

The name Mackay ARC is in keeping with trends seen at other like venues, such as the newly established Gympie ARC and others.

Following confirmation of the venue name, it is proposed to seek community suggestions for the individual Aquatic and Athletic facilities, noting also a desire not to link these names to people (rather focus recognition of local people with a 'walk of fame' or similar).

Regarding the associated logo, around the name Mackay ARC Council's Corporate Communications area developed a number of options which were presented to

Councillors and other key Council staff, with the associated options attached to this report.

From feedback there is a clear majority for options 1 & 3, with preference between the two options split (however noting a clear preference by Councillors for option 3). As a comment staff note that option 1 may be easier to replicate on signage, however either option would be acceptable.

Consultation and Communication

- Mackay Regional Sports Precinct Project Advisory Group (noting membership including representatives from Council, CQU, Department of Education, and nominees from the Sport and Recreation Advisory Committee)
- Corporate Communications
- Mayor and Councillors

Resource Implications

The confirmation of venue name and logo has little impact on costs, as regardless of the name and logo branding will be required and has been allowed as part of the project.

Risk Management Implications

The only risk identified is linked to timing of making a decision, to enable sufficient time to install signage and complete consultation for the Aquatic and Athletics facilities to also allow erection of names.

Conclusion

The name Mackay ARC has been endorsed by the Mackay Regional Sports Precinct Advisory Group and is recommended to be approved by Council. Community consultation can then commence on naming of individual facilities within, and also allow site signage to be developed.

The selection of a logo is discretionary for Council, and noting a clear preference from feedback from Councillors for option 3, this is the recommended logo.

Officer's Recommendation

THAT Council –

- a) Resolves to name the Mackay Regional Sports Precinct overall venue as the Mackay ARC (Mackay Aquatic & Recreation Complex).
- b) Endorses logo 'option 3' as presented.
- c) Supports community consultation for the naming options for the individual Aquatic and Athletics Facilities within the Mackay ARC.

The Chief Executive Officer (CEO) spoke to the report and provided an overview of what was required by Council.

Cr Camm advised for Councillors information, as it is not outlined in the report, that there have been discussions around a "Hall of Fame" type project, whether this will be implemented through a pathway or some other avenue is still being considered under the design process. She wanted to ensure Councillors and the public that through this process the recognition of sports stars and contributors to both aquatics and athletics across the region will be recognised but through a different project within the complex other than naming of facilities.

Cr Bonaventura advised he foreshadowed he would like to move an amendment to part b) of the Officer's Recommendation.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Camm

Seconded Cr Englert

Cr Bonaventura advised he would like to move an Amended Motion for part b) of the Motion. He would like to see a small change to the logo by removing the word "Mackay" from inside the letter "C" and placing it above the stylised "ARC" as this would ensure Mackay is the first thing read. There are other ARC's around other regions and he believes the region should stand out first and it should be Mackay ARC.

Cr Bonaventura moved the following Amended Motion.

Amended Motion

THAT Council –

- a) Resolves to name the Mackay Regional Sports Precinct overall venue as the Mackay ARC (Mackay Aquatic & Recreation Complex).
- b) Endorses logo 'option 3' with the word "Mackay" removed from inside the letter C and placed above the stylised ARC.
- c) Supports community consultation for the naming options for the individual Aquatic and Athletics Facilities within the Mackay ARC.

Moved Cr Bonaventura

Seconded Cr Casey

Cr Camm advised while she understands Cr Bonaventura's point she is hesitant to support an Alternative Motion that changes the logo that was created by Council's Graphic Designer and the Marketing Team and would rather see a debate about an alternative logo that has been presented with 'option 1 or 2' but she is not willing to support a change to a logo Council's Graphic Designers and Marketing Team have had no input in.

Cr Casey advised he supports the Amended Motion with Mackay at the beginning of the logo.

Cr Gee advised he does not support the Amended Motion as he cannot vote on something he has not had a chance to review. He does like the idea of having Mackay first in the logo but as a logo is visual he would like to be able to see the proposed logo before voting on it.

Cr Bella advised he likes 'option 3' from an artistic view point but given other regions have used "ARC" he believes "Mackay" is the most important part of the logo to attract people to the complex and he would like to see Mackay at the start of the logo and supports the Amended Motion.

Cr Englert advised he could not support the Amended Motion as Council's Graphic Designers have prepared these sample logos and he would have preferred 'option 1', if there was to be a change.

Cr Camm suggested that if Councillors would like to see "Mackay" on top of the logo that this Amended Motion be defeated and an Alternative Motion be moved to approve 'option 1' logo be put forward. In the essence of time, for Graphic Designers to make changes to the logo and come back to Council for approval will hold up the process.

LOST

Crs Camm, Gee, Mann, May, Englert, Williamson recorded their vote against the Motion

The Mayor advised the original Motion will now be put for consideration.

Officer's Recommendation

THAT Council –

- a) Resolves to name the Mackay Regional Sports Precinct overall venue as the Mackay ARC (Mackay Aquatic & Recreation Complex).
- b) Endorses logo 'option 3' as presented.
- c) Supports community consultation for the naming options for the individual Aquatic and Athletics Facilities within the Mackay ARC.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Camm

Seconded Cr Englert

Cr Camm advised if Councillors want to see "Mackay" on top she urged her fellow Councillors to defeat the original Motion and seek an Alternative Motion that 'option 1' logo is approved.

LOST

Crs Bella, Casey, Englert, Gee, May, Walker recorded their vote against the Motion.

The Mayor ask if there was another Motion the Councillors wished to table as the matter needed a decision.

Cr Camm advised she would like to move an Alternative Motion that encapsulates everything in the original Motion except that 'option 1' logo is adopted as presented.

The Mayor put the Alternative Motion for consideration.

Alternative Motion

THAT Council –

- a) Resolves to name the Mackay Regional Sports Precinct overall venue as the Mackay ARC (Mackay Aquatic & Recreation Complex).
- b) Endorses logo ‘option 1’ as presented.
- c) Supports community consultation for the naming options for the individual Aquatic and Athletics Facilities within the Mackay ARC.

Moved Cr Camm

Seconded Cr Englert

CARRIED

Cr Casey and Paton recorded their vote against the Alternative Motion.

11.3 DEDICATION OF RECREATION RESERVE - PLATYPUS BEACH MIRANI

Author Executive Officer

Purpose

To recommend to Council that an application be made to the Department of Natural Resources Mines and Energy (DNRME) for the dedication of a Reserve for Recreation purposes over the area of land currently known as Platypus Beach, Mirani.

Background/Discussion

The area known as Platypus Beach at Mirani is a well-known local attraction utilising a section of the Pioneer River for public swimming and recreation purposes. Although a long-standing area, for many years due to vegetation growth etc it was not well used, however as part of the Works for Queensland Round 1 funding works were undertaken to re-establish the area.

Since this project the site has become a very popular local attraction, more than just a simple local swimming hole. Whilst consultation was undertaken with DNRME before the initial works were undertaken, and no objection given to the associated works, the popularity has seen a request from DNRME for Council to consider dedicating the area as a Reserve. In simple terms, under the current land tenure it is Unallocated State Land (USL), and whilst this is the same for most creeks and streams (and local swimming holes), the popularity has seen the use outgrowth this tenure. Also, as USL, Council has limited control over activities on site, whereas if dedicated as a Reserve under Trusteeship of Council, Council’s local laws and other controls can take effect.

In requesting consideration for dedication as a Reserve, a Land Management Plan has been developed, the Draft copy of which is attached with further details. Initial consultation has occurred with DNRME over the Land Management Plan, but formal consideration will be given should Council agree to make formal application.

The identified area is approx. 3.3 hectares, however is not fixed in area and will need to be modified through discussion with DNRME to ensure it satisfactorily covers all needed sections.

Native Title is applicable to the site, with DNRME already starting review and processes in this regard with an understanding that the proposed use as a Reserve should be possible.

Consultation and Communication

Consultation was undertaken with a range of parties by Parks, Environment and Sustainability for the initial works project. These included DNRME, Mackay Sugar, and Department of Transport and Main Roads.

The above consultation was only for the site works at the time, however for dedication of the Reserve itself specific consultation will be needed as outlined in the Land Management Plan.

DNRME have been consulted for development of the Land Management Plan.

Council's Development Services Department, and Park, Environment and Sustainability program, has been involved in development of the Land Management Plan.

Resource Implications

Dedication of the Reserve will not in itself trigger any extra resource needs over existing management of the site.

The Department of Transport and Main Roads had flagged concerns over the access point from Mackay-Eungella Road at time of the site works should the facility become overly popular. However, despite flagging works at this intersection needing to be considered it is expected that an acceptable situation can be sought for a satisfactory arrangement at minimal cost (including possible signage changes).

Risk Management Implications

The main reason to consider dedication of the area is to enable Council better control over the site. Currently given Council's establishment and management of the site the standard risks similar to other parks exists, this process will simply enable better control.

Conclusion

It is recommended that Council supports an application for the dedication of a Reserve for Recreation Purposes for the site generally known as Platypus Beach, Mirani, to ensure that Council has full control over the associated area and activities.

Officer's Recommendation

THAT Council supports an application to the Department of Natural Resources Mines and Energy for the dedication of a Reserve for Recreation Purposes for the area known as 'Platypus Beach' Mirani, with Council to become the Reserve Trustee.

The Chief Executive Officer (CEO) spoke to the report.

Cr Gee queried if this was something the Department of Natural Resources Mines and Energy (DNRME) were requesting Council to undertake.

The CEO advised this was not something DNRME are making Council undertake but everyone has been overwhelmed by the success of Platypus Beach. DNRME would prefer for this to occur and as Council is currently maintaining this area it is appropriate to consider the reserve aspect.

Cr Casey queried what other resource implications Council would be liable for if they became responsible for the tenure of this parcel of land.

The CEO advised the implications of the tenure of the land does not change what Council is currently undertaking for this parcel of land. The tenure issue has no impact on what Council is currently doing, going forward if Council would like additional infrastructure on this parcel of land this has no impact on the tenure matter. The implications for confirming tenure of this land has no resource implications different from what Council is current undertaking.

Cr Casey queried if there was a weather event and Council had tenure over this parcel of land who is responsible for making good the area? There is an expectation in the community the Council is responsible for this area.

The CEO advised he agreed there would be an expectation from the community that Council undertook repairs to the area if there was a weather event. The land tenure would not change the decision by Council/State on whether the area is repaired or not. This would be something Council would decide on and would not change contingent on the tenure of the area. If Council left the tenure as it is then the State would not be any more obliged to decide on repair work. Council would need to advise the State they would like to undertake repair work and then the State would provide confirmation or not in relation to funding.

Cr Mann commented that regardless of the tenure, the expectation is that Council is maintaining this area and she believes it would be better for the area to be under Council control.

Cr Camm queried in relation to the risk management implication in relation it being a swimming site and it not being a designated bathing site like the other beaches are and come under State jurisdiction. She queried what other swimming sites come under Local Government tenure jurisdiction that carry the risk profile this site carries. She is concerned that Council would be taking on the risk implications for this site when currently it is the State's risk and she is comfortable with it being the State's risk and not Council's.

The CEO advised there are no other sites where Council has tenure over similar to this site. Council has in the past had some concerns with how close vehicles were parking to the water's edge. The operational risks will always be Council's responsibility as Council is allowing the activity to occur on this site.

The Mayor advised under unallocated State Land Council has limited jurisdiction.

The CEO advised Mackay Sugar has indicated they require to carry out maintenance work on their bridge and Council will be negotiating with them to facilitate the risks during this maintenance period regardless of tenure.

Cr Bonaventura queried the road area not dedicated in the land tenure area, what effect will this have on access and would Council be responsible for maintain this road area.

The CEO advised Council is responsible for the maintaining the road, to a standard deemed acceptable by Council.

Cr Bonaventura queried what would be the main risks to Council if nothing was to change.

The CEO advised Council's risks going forward are the same as current risks and these have nothing to do with the tenure issue. Council is promoting an area for swimming and Council needs to understand what the obligations are in relation to this activity given that it is not a designated bathing reserve.

Cr May queried if Native Title has been considered.

The Executive Officer (EO) advised DNRME have taken Native Title into consideration and they are confident this tenure has public interest and not infringing Native Title and they will work through this process.

Cr May advised her query was based on her concerns around the cost implications associated with that part of the process.

Cr Gee advised currently a popular activity at this location is residents backing their vehicles up to the water's edge and providing shade over the water, is this type of activity going to be impacted by Council taking over the tenure.

The CEO advised the rules in place last year were Council's, the State has not been involved with the operational side of this facility. Management discussions have been held around what the learnings were from the first year of operation and concern was that some vehicles were parking to close to the water's edge and parents could not see

their children. Because of this concern there may be a need for a vehicle exclusion zone back from the water's edge. Council has to monitor risks and be responsible for them regardless of the tenure.

Cr Walker queried if it would be advantageous to have the boundary for the tenure stopping before it goes under the rail bridge.

The EO advised Council could negotiate with the State in relation to tenure boundary as the current plan is only conceptual, but what the State has currently requested is a formal request from Council to commence the process. Council would need to work with the State once this request is received, then discussions can commence to determine exactly where the tenure boundary is dependent on what the Department is comfortable with what area Council will control.

The CEO confirmed Council could liaise with the State on having the area under the rail bridge excluded from the tenure if that is what Councillors would like.

Cr Walker asked if it would be Council's preferred position to leave the area under the rail bridge out of the tenure area.

The CEO advised it would be Council's preferred position but, the entity whose risk it is is Mackay Sugar and Council are allowing residents in this area and the State will inform Council after Mackay Sugar informs the State, to restrict the access to this area. Therefore, the actual parties involved will not change other than discussions will be between Council and Mackay Sugar directly.

Cr May advised Cr Walker has raised a very valid point, some sort of exclusion zone around the rail bridge crossing is worth considering.

The CEO confirmed Council already has an exclusion zone in place now to prohibiting parking under or near this rail bridge as agreed to with Mackay Sugar.

Cr May commented that if there is an exclusion zone in place now then why would Council want this area in the tenure.

Cr Paton queried if Mackay Sugar have an easement for the rail bridge crossing.

The EO advised as Unallocated State Land there would not be an easement in place, Mackay Sugar would have a consent in place for this area.

Cr May commented that Mackay Sugar could have a rail corridor for the entire line.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Paton

Seconded Cr Bella

Cr Paton is in favour of the Motion, as Platypus Beach has been so well received by the residents and by Council undertaking the tenure for the area it gives Council the authority to undertake improvements and regulate the activities undertaken in the area.

Cr Camm advised she cannot support the Motion. While she does support the enhancement of Platypus Beach, she feels the risk profile is too significant and why would Council wish to add another 33,000 square metres to its natural environment management responsibility. If there is a flood and a change to this area and if Council holds tenure on the area and are obligated under the tenure arrangement to manage the land for the period of the tenure. She does not support this extra burden on ratepayers and believes it also carries significant risk implications which were not adequately addressed in this report pertaining to bathing reserves.

Cr Bella advised he is in favour of the Motion. Council has promoted an area and activity and are now responsible for the potential conflict between large numbers of people, he feels Council must have the authority to manage this. If there was a weather event and this area needed maintenance works carried out Council would be expected by the residents to carry out this work. He feels confident after Cyclone Debbie and the volume of water that went through this area that any damage would not be too great in future weather events. He believes Council needs tenure over the area to have control over the activities undertaken there and decisions on what if any improvements are made.

Cr Bonaventura advised he did not support the Motion. The tenure area under the rail bridge and the other matters raised today, he believes the Motion is too broad and does not give him a clear enough picture of what Council will be responsible for if tenure is given to Council for this area of land. He would require more information before supporting a Motion.

Cr Gee advised he did not support the Motion. He is concerned with the word "control", he understands Council does require some control but the impact of Council's Local Laws on this recreational area that is unique was not provided in this report. He would like more consideration to public consultation on the activities at Platypus Beach and then Council enter into a tenure for the area that services everyone and maintains the great destination that is Platypus Beach.

The Mayor asked Cr Paton if he wished to exercise his right of reply.

Cr Paton advised he would. He believes Council needs to take responsibility of this area and if they don't then the State will ask Council to regulate the activities allowed by Council to take place there with very little real authority to do so. Whilst there is a risk profile he believes Council and regulate these to the benefits of all using the area.

CARRIED

Crs Bonaventura, Camm, Gee, Englert and May recorded their vote against the Motion.

11.4 ATTENDANCE OF COUNCILLOR AT THE NATIONAL ECONOMIC DEVELOPMENT CONFERENCE 2018

Author Acting Director Development Services

Purpose

To seek approval for Cr Ayril Paton to attend the National Economic Development Conference 2018 to be held in Rockhampton from 16 - 19 October 2018.

Background/Discussion

The National Economic Development Conference 2018 is being hosted by Rockhampton Regional Council and is supported by Economic Development Australia. The theme for 2018 is *Winning in Job and Business Creation and Disruptive Innovation to Diversify Economic Growth* and will include key note presentations from Mark Bouris and Dr Catherine Ball. The event will be concluded with gala awards and master class on *Economic Development Measurement - How to Evaluate Success*.

Council has already endorsed the attendance of Crs May, Mann, Gee and Englert to attend this conference, with the opportunity for Cr Paton to attend created by the non-availability of a staff member who was registered for the conference.

Given the close proximity of the conference to Mackay, travel and associated costs are lower than in most other locations.

Consultation and Communication

Chief Executive Officer.

Resource Implications

The total cost will be approximately \$2,000 per attendee including conference registration, travel, accommodation and meals. These costs will be borne by the Councillors' budget within the Office of the Mayor and CEO.

Risk Management Implications

There are no risks to attendance at this conference.

Conclusion

Given Mackay Regional Council's current focus on economic development, combined with the opportunity to attend a locally hosted conference, it will be of value to Mackay Regional Council for Councillors to attend the National 2018.

Officer's Recommendation

THAT Council approves the attendance of Cr Ayril Paton to the National Economic Development Conference 2018 to be held in Rockhampton from 16 - 19 October 2018.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr May**Seconded Cr Mann****CARRIED****11.5 ATTENDANCE OF COUNCILLOR AT THE FUTURE WASTE RESOURCES CONFERENCE 2018****Author Chief Executive Officer****Purpose**

To seek approval for Cr Ayril Paton to attend the Future Waste Resources (FWR) Conference 2018 to be held in Ipswich from 11- 13 October 2018.

Background/Discussion

The FWR Conference is a timely and important event which will feature an impressive line-up of local and international keynote speakers and industry experts. The FWR Conference 2018 will be a forum for the exchange of ideas and discussion around key industry issues. Presentations and sessions will provide information about how business, with sound Government policy, can deliver improvements to the State's waste diversion and resource recovery growth in line with community expectations and industry aspirations.

Consultation and Communication

The Mayor, Cr Greg Williamson
Cr Ayril Paton
Director Engineering and Commercial Infrastructure

Resource Implications

The total cost will be approximately \$1,800 including conference registration, travel, accommodation and meals. Cr Ayril Paton will be attending the FWR Conference 2018 as a Local Authority Waste Management (LAWMAC) delegate and LAWMAC

have confirmed they will reimburse Council the costs associated with Cr Ayril Paton's attendance at the FWR Conference 2018 meaning no net cost to Council.

Risk Management Implications

Nil

Conclusion

It will be of value to Mackay Regional Council for Cr Ayril Paton to attend the FWR Conference 2018 to gain an insight into what the industry, including waste service providers, local and state government, need to be considering for their future plans and adopting the State's new waste strategy.

Officer's Recommendation

THAT Council approves the attendance of Cr Ayril Paton to the Future Waste Resources Conference 2018 to be held in Ipswich from 11 - 13 October 2018.

Cr Camm queried if a Council Officer was attending this conference.

The Chief Executive Officer advised there were Council Officers attending this conference.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Casey

Seconded Cr Mann

CARRIED

11.6 CAPITAL WORKS MONTHLY REVIEW - 1 SEPTEMBER 2018 - 30 SEPTEMBER 2018

Author Director Capital Works

Purpose

Attached is a copy of the Capital Works Monthly Review for the month of September 2018.

Officer's Recommendation

THAT the Capital Works Monthly Review for the period of 1 September 2018 to 30 September 2018 be received.

The Chief Executive Officer (CEO) spoke to the report and provided an overview and highlights of the Capital Works Monthly Report for September 2018.

Cr Mann requested more information around the Telstra cable strike incident.

The CEO advised unfortunately this type of incident is occurring regularly where the Telstra cable is not where Council thinks it is and particularly at older sites the cable may not be down the depth anticipated. This is an ongoing issue around the accuracy of where the Telstra cables have been laid in the past.

Cr Bella agreed with the CEO's comments as he has had experience with Telstra cable strikes, the cable can be anywhere within six (6) metres off where the cable is marked. The "Dial Before You Dig" information approximates where cables are. Unless there is a different technology to locate these cables, there will be continued cable strikes.

Cr Paton queried why the Eton water project was expecting an overrun in costs.

The CEO advised the Eton water project is expecting to go over its baseline budget by \$27,000 but there is \$90,000 of contingency available and confident the project will be delivered on budget.

Cr Walker queried the completion date for the Eton water project.

The CEO advised the completion date is December 2018 and on track to be completed prior to Christmas.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Casey**Seconded Cr Walker**

Cr Casey advise this is a very good report and congratulated the Director of Capital Works and his team on the 97% completion rate of works.

CARRIED**11.7 COMMUNITY & CLIENT SERVICES MONTHLY REVIEW SEPTEMBER 2018**

Author Director Community and Client Services

Purpose

Attached is a copy of the Community and Client Services Monthly Review for the month of September 2018.

Officer's Recommendation

THAT the Community and Client Services Monthly Review covering 1-31 August 2018 be received.

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

Cr Camm requested additional information around the Community Lifestyle's almost 12% over year to date variance to budget and why the revenue and expenditure of the MECC & Events is being monitored weekly.

The CEO advised a lot of the overrun in the Community Lifestyle are in the Library area, this is a timing of the grants issues of which financial year the money was received. In relation to the MECC, the Manager is trying to gather additional data to assist in managing the peaks and troughs.

Cr Mann queried in relation to pest management, does Council have a role in managing Indian Minor Birds.

The Director of Community & Client Services (DCCS) advised Indian Myna Birds are not a declared pest under State Legislation and Council does not have a formal role in monitoring them. However, they are monitored by a local group and if Council would like more information she could investigate this further.

The CEO clarified with Cr Mann if she would like the DCCS to investigate the monitoring of the Indian Myna Bird for Councillors.

Cr Mann advised she would like to understand better the level of Indian Myna Birds in Mackay.

Cr Bella advised he believes the Indian Myna Birds have had a presence in Mackay for a few years.

The CEO advised a snapshot of what is occurring in the Mackay region in relation to the Indian Myna Birds will be prepared and forwarded to Councillors via email.

Cr Casey commented that Cr Bonaventura oversaw another successful Rural Safety for Children Field Day even though there was a late withdrawal from one of his major presenters and congratulated Cr Bonaventura and the Rural Safety Working Group members.

Cr Paton commented that the Library visitors and loans have decreased and queried if there was a plan in place to address this decline.

The CEO advised there has been a shift in behaviour in relation to Libraries, the Library Strategy is trying to address this and Council needs to understand what the residents want in relation to Library services.

Cr May queried with the launch of the Suns AFL four-year destination initiative and how is Council going to gauge the effectiveness of this campaign and which Directorate will be providing this data.

The Acting Director Development Services (A/DDS) advised the campaign was successful with the launch and several activities to start the long-term agreement. Over the term of the agreement there will be monitoring carried out by the Directorate and will report back to Council with this data.

The Mayor queried how the data would be presented to Council.

The A/DDS advised the framework would be created around the funding agreement with the Gold Coast Suns which will be monitored regularly and updates provided to Council as part of the Development Services Directorate monthly report.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Mann

Seconded Cr Bonaventura

Cr Mann congratulated the A/DDS on the safety results for the month and the MECC attendance figures. The launch of "Your Garden" at the Gordon White Library was highly successful and it was an excellent way to engage the community. The return of

the Mackay students from their Matsuura visit was something she enjoyed attending and is looking forward to the debrief as she feels the relationship between Mackay and Matsuura is very important.

Cr Bonaventura advised he agreed with Cr Mann's comments, especially the "Your Garden" at the Gordon White Library. In relation to the successful Rural Safety for Children Field Day 2018 this was mainly due to the work from the Community Programs team. Work Health and Safety Queensland failed to deliver on their promise to provide a quad bike and presenter for the bike safety stand. They also failed to provide a presenter for the electrical safety stand, and this was all at short notice. Assistance was provided from Council's Vector Control team who provided a quad bike for the presentation and a volunteer from the Rural Safety Group presented the safety presentation. The electrical safety equipment was provided by Work Health and Safety but the safety presentation had to be provided by a staff member from the Community Programs team. He thanked the Community Programs team for all their assistance in making this event the success it was.

CARRIED

Cr Bonaventura declared a perceived conflict of interest (as per section 175E of the *Local Government Act 2009*) on this matter (Item 11.8) due to being a financial member of the Community Radio Association Mackay (4CRM) and left the room at **11.17 am**, taking no part in the debate or decision of the meeting.

Cr Camm declared a perceived conflict of interest (as per section 175E of the *Local Government Act 2009*) on this matter (Item 11.8) due to being a member of Mackay International Women's Day Committee - Member of Zonta and left the room at **11.17 am**, taking no part in the debate or decision of the meeting.

Cr Casey declared a perceived conflict of interest (as per section 175E of the *Local Government Act 2009*) on this matter (Item 11.8) due to being a Life Member and Co-Patron of the Mackay Surf Life Saving Club and left the room at **11.17 am**, taking no part in the debate or decision of the meeting.

Cr Gee declared a perceived conflict of interest (as per section 175E of the *Local Government Act 2009*) on this matter (Item 11.8) due to being a committee member of the Eimeo Surf Lifesaving Club and left the room at **11.17 am**, taking no part in the debate or decision of the meeting.

Cr Mann declared a perceived conflict of interest (as per section 175E of the *Local Government Act 2009*) on this matter (Item 11.8) due to being a member of Mackay International Women's Day Committee - Member of Zonta and left the room at **11.17 am**, taking no part in the debate or decision of the meeting.

Voting then recorded as per usual.

11.8 COMMUNITY GRANTS APPLICATIONS ROUND 1 2018-19

Author Manager Community Lifestyle

Purpose

The Community Grants Committee assessed applications on September 28, 2018 for the first round of grants in the 2018/2019 financial year. This report contains details of applications received and the Committee's recommendations for funding.

Background/Discussion

44 applications, requesting a total of \$244,803.60 were received by September 7, 2018, the closing date for this round of the grants program. Members of the grants committee individually assessed applications prior to the meeting. Assessment panel members declared the following conflicts of interest:

Cr Ross Gee

- Eimeo Surf Lifesaving Club - Committee Member

Cr Laurence Bonaventura

- Community Radio Association Mackay (4CRM) - Committee Member

Cr Fran Mann

- Mackay International Women's Day Committee - Member of Zonta

Bridget Mather

- Mackay International Women's Day Committee - Member of Zonta

Kylie Lamb

- Surf Life Saving Queensland - Children are employed by SLSQ at Eimeo
- Eimeo Surf Life Saving Club Inc - Children are employed by SLSQ at Eimeo

Assessments are done electronically through SmartyGrants and once a conflict of interest is declared, assessment on that application cannot be proceeded with and the above mentioned did not participate in discussions around the relevant applications.

At the assessment meeting, members shared further information, which was available, applications were prioritised and funding levels determined. (Please see attachment for details of applications.)

General enquiries were undertaken to ensure that applicants were not requesting funding for a service/project/event which was already available to the community as a whole. Further research into specific groups, content of applications and acquittals of previous grants was undertaken to provide additional information requested by members of the Grants Committee.

Consultation and Communication

The Grants Assessment Committee for this round consisted of: Councillors Fran Mann, Laurence Bonaventura, Ross Gee and Karen May, along with Director Community and Client Services and Manager Finance

Resource Implications

The budget available for the 2018/2019 grants program is \$260,000.00 excluding GST.

	Committed Funds Ex GST	Balance Available
Total Community Grants Budget 18/19		\$260,000.00
Committee Recommendations from Round 1	\$86,836.14	
Committee Recommendations from Round 2	\$0.00	
Committee Recommendations from Round 3	\$0.00	
Balance Remaining		\$173,163.86

Risk Management Implications

There is a minimal risk for Council in the allocation of funds from the community grants budget to the approved organisations. The risk is mitigated by the required acquittal process, only incorporated bodies can apply, and the provision of applicants' financial statements. This level of mitigation is in keeping with the grant amounts involved. Should any of the successful applicant organisations fail to appropriately acquit the approved funds, they will be ineligible to receive future funding.

Conclusion

The request for financial assistance from not-for-profit community organisations continues to far exceed the funds available through Council's Community Grants program. As a result this round, like many others, continues to be competitive and challenging for the grants assessment committee.

Officer's Recommendation

THAT funding be approved through the Grants Program for the following groups for the stated amounts:

Application	Organisation Name	Amount
1	Surf Life Saving Queensland	\$5,000.00
3	Hunters Inc	\$5,000.00
4	AM Media Consultants T/A Special Children's Christmas Parties	\$1,100.00
10	Mackay Swimming Academy Inc.	\$9,000.00
12	QCWA Sarina Branch	\$1,000.00
15	Community Accommodation and Support Agency Inc	\$899.00
17	C&K Eimeo Road Community Kindergarten (Branch of The Creche and Kindergarten Association Limited)	\$9,239.60
20	Queensland Country Women's Association- Nebo/Sarina Range Branch	\$1,000.00
23	Mackay Filipino-Australian Society Inc.	\$2,500.00
27	QCWA Pioneer Division	\$4,822.50
29	Islamic Society of Mackay	\$2,500.00
34	Mackay Woodturners Inc	\$7,367.00
37	Mackay Kindergarten & Preschool	\$601.54
38	Mackay Community Visitors Association Inc.	\$10,000.00
45	Eimeo Surf Life Saving Club Inc	\$806.50
47	Road Accident Action Group	\$5,000.00
49	Pioneer Swimming Club Inc	\$5,000.00
52	Mackay International Women's Day Committee	\$10,000.00
53	Makerspaces Mackay Inc.	\$1,000.00
57	Walkerston Cricket Club	\$5,000.00

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr May

Seconded Cr Englert

Cr May advised there were over 40 applications and it is an onerous process in scoring the applications and making sure the money is spent in the best interest of Council throughout the community and she believes the committee have done a wonderful job in allocated the funding.

CARRIED

11.19 am - Crs Bonaventura, Camm, Casey, Gee and Mann returned to the Meeting Chamber.

11.9 ADOPTION OF COUNCIL POLICIES

Author Manager Governance & Safety

Purpose

To present the following Council Policies for consideration and adoption:

1. Accessible Communities Policy
2. Sub-Metering (Potable Water Supply) Policy.
3. Related Party Policy;

To rescind the following Council policy:

1. Age-Friendly Communities Policy.

Background/Discussion

Mackay Regional Council (MRC) has a process of reviewing policies to ensure that they are relevant and up to date. The process involves a review by the responsible program manager, circulation to the management team for consultation and final submission to the Strategy, Leadership & Performance Team (SLPT) for endorsement, prior to presenting to Council for adoption.

Council policies are required to be formally adopted by Council. They provide direction to achieve a strategic objective based on legislative requirements or service provision. Policies are to be reviewed when required or after three years

All the policies referred in this report are policies that have been through the review process. The Sub-Metering (Potable Water Supply) Policy and Related Party Policy only had minor administrative amendments to the content.

The Accessible Communities Policy is a new Policy following a review of MRC's accessible and equitable services and programs to ensure all members of the community can access these services without any prejudice or discrimination.

The Age-Friendly Communities Policy is being rescinded as the content of this policy has been incorporated in the Accessible Communities Policy.

Consultation and Communication

As part of the review process consultation has been undertaken with relevant stakeholders including the responsible program manager, members of the management team and SLPT.

Resource Implications

The implementation of these policies will not require additional resources beyond those currently budgeted.

Risk Management Implications

There were no risk management implications identified regarding the proposed policies.

Conclusion

It is recommended that Council adopt the following policies:

1. Accessible Communities Policy;
2. Sub-Metering (Potable Water Supply) Policy;
3. Related Party Policy.

And rescind the following Council policy:

1. Age-Friendly Communities Policy.

Officer's Recommendation

THAT Council adopted the following policies:

1. Accessible Communities Policy;
2. Sub-Metering (Potable Water Supply) Policy;
3. Related Party Policy.

AND THAT Council rescind the Age-Friendly Communities Policy.

Cr Paton queried if the Sub-Metering (Potable Water Supply) Policy would require retirement homes to install individual meters.

The Chief Executive Officer (CEO) advised this policy only relates to new buildings existing buildings do not need to comply.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Camm

Seconded Cr Walker

CARRIED

**11.10 MATERIAL CHANGE OF USE - TELECOMMUNICATIONS
FACILITY - 24 MILTON STREET, MACKAY - LOT 367 ON CI4411
- DA-2018-41**

Application Number:	DA-2018-41
Date Received:	13 April 2018
Action Officer:	Josephine McCann
Applicant's Details:	CPS Global PO Box 408 MOFFAT BEACH QLD 4551
Proposal:	Material Change of Use – Telecommunications Facility
Site Address:	24 Milton Street, MACKAY QLD 4740
Property Description:	Lot 367 on CI4411
Owner's Details:	Reserve for Showground Purposes - leased to the Mackay and District Agricultural Pastoral and Industrial Association Incorporated.
Area:	10.09ha
Planning Scheme:	Mackay Region Planning Scheme v1.1 (July 31, 2017)
Planning Scheme Designations:	
Zone:	Principal Centre
Local Plan:	Mackay City Centre
Precinct:	Exhibition Events
Assessment Level:	Impact
Submissions:	One (1)
Referral Agencies:	Department of State Development, Manufacturing, Infrastructure, and Planning <i>Trigger: Impact on State transport corridors and future State transport corridors</i>
Attachments:	Attachment A: Locality Plan Attachment B: Proposal Plan Attachment C: Referral Agency Response
Recommendation:	Approved Subject to Conditions

ASSESSMENT OF APPLICATION

Purpose

The application is for a Material Change of Use – Telecommunications Facility (mobile phone tower) to be located at 24 Milton Street, Mackay, on land formally described as Lot 367 on CI4411, commonly known as the Mackay showgrounds (*refer to Attachment A – Locality Plan*).

A Telecommunications Facility in the Principal Centre Zone triggers an impact assessable planning application, requiring the application to be publicly notified. One properly made submission has been received during the notification period objecting to the proposal.

The submitter has raised issues of a planning and environmental nature relating to the proposed use. The submitter has not raised any grounds that cannot be appropriately conditioned, justified, or that warrant the refusal of the application.

The application is recommended for approval.

Background

No pre-lodgement advice was requested for this application.

Subject Site and Surrounds

The subject site is located within Mackay's city centre, has an area of 10.09ha, and is part of the Principal Centre Zone. The site is also contained in the Mackay City Centre Local Plan area and further in the Exhibition/Events Precinct (Precinct CC4).

The site currently accommodates a range of uses ranging from an event pavilion, equestrian centre, grandstand, cattle pens, car parking, a heritage walk and various other sheds/pavilions that are used for events through-out the year. The site accommodates large scale regional events like Queensland Mining and Engineering Exhibition and travelling events such as the Mackay Show, various circuses and similar large-scale events.

It is noted that the subject site already accommodates a telecommunications facility, located in the north-eastern part of the site. This facility, owned by Telstra, was constructed prior to 2004 and would have been an “*as of right*” construction given that the zoning of this site was “*Special Purposes*” under the 1989 Planning Scheme.

The site is bordered by a mixture of local and state roads on all sides. Beyond the adjacent roads the site is surrounded by residential and commercial along both Milton and Shakespeare Streets. The site has three formalised vehicle access points, two onto Shakespeare Street and one along Milton Street. Other access points exist, but are only used during large events to provide access to all parts of the site.

Proposal

The applicant proposes to locate a 33.2m high monopole on the site towards the southeast corner of the property, near the existing equestrian centre (*refer to Attachment B – Proposal Plan*).

The monopole and associated antennas shown in the proposal plans will be constructed and operated by Optus to build greater coverage and capacity in their existing telecommunications network, with specific intent to improve the 4G network coverage around the Bruce Highway/Nebo Road intersection on the western side of the subject site.

Unlike most other telecommunications facilities, the proposal tower will not be within a small fenced compound but instead will have an underground connection to a small electrical/equipment cabinet established on a new concrete slab in between an existing shed and carport on the Shakespeare Street frontage.

The applicant proposes the use of the Shakespeare Street access, nearest the Milton Street intersection, as the primary maintenance vehicle access for the facility. Access requirements, after construction, would be limited to roughly quarterly maintenance visits.

PLANNING SCHEME ASSESSMENT

Strategic Framework

The proposal is generally consistent with the intent of the various pillars of the strategic intent for the Mackay region. Any discrepancies or further justifications are discussed below.

Regarding the strategic outcomes for Infrastructure (3.8), the proposal represents a piece of infrastructure that is required to support a national telecommunications network which is highlighted as a key outcome in the strategic intent for the Mackay region.

Local Plan

The proposed telecommunications facility in this location does not detract from the strength of the Mackay city centre and its role within the overall local government area and beyond. It is important to note the subject site is the Mackay showgrounds and already accommodates a marked range of uses, buildings and structures onsite. The monopole will be located beside existing event light poles and near to existing sheds and an equestrian centre. On this basis the expected increased visual impact of the structure proposed is not considered to be unreasonable.

Principal Centre Zone Code

The proposal is generally consistent with the overall outcomes and performance outcomes of the zone code.

Overall outcome (3d) ensures the zone is serviced by the full range of urban infrastructure, of which telecommunication networks are a part. Further, acceptable

outcome AO3 ensures development in the zone is connected to electricity and telecommunications infrastructure.

Acid Sulfate Soils Overlay Code

The land on which the proposed telecommunications facility is to be constructed is identified as being within this overlay, meaning there is potential to disturb acid sulfate soils during construction of the facility. It will be noted within the approval package that if the proposed works trigger the State Planning Policy for acid sulfate soil matters, the applicant will be required to submit to Council for approval a Site-Based Acid Sulfate Soils Management Plan prepared by a suitably qualified professional.

On this basis the proposal will be consistent with the code.

Flood and Coastal Hazards Overlay Code

The proposal is on land identified as being subject to inundation during the defined flood event. However, the facility is not habitable nor will people be working onsite day-to-day, as such there will be no risk to personal safety or increased risk from flooding hazards. However, Acceptable Outcome AO9.1 specifies that any components of infrastructure facilitating essential services that are likely to fail to function or may result in contamination when inundated by flood waters (i.e. electrical switch gear and motors, etc) are located about the defined flooding event or designed and constructed to exclude flood water intrusion and infiltration. A proposed condition of approval will specify the estimated flood level for the site.

Landscape Character and Image Corridor Overlay Code

Three of the four streets surrounding the subject site are identified as image corridors as per the overlay (Bruce Highway, Gordon Street, and Milton Street). Shakespeare Street is not an image corridor.

Provisions for development adjacent an image corridor include landscaping along the image corridor frontages, building articulation, and street activation. Most of these provisions are not applicable to a monopole tower that is located approximately 30m from the nearest frontage (Shakespeare Street – which is not even an image corridor). It is therefore considered that the proposal is considered consistent with the code. For information, the Proposal Plans included as Attachment B include two photomontages showing the anticipated views of the facility from two different viewpoints.

Telecommunications Facility Code

The proposal is generally consistent with the overall outcomes and performance outcomes of the code. Any discrepancies or further justifications are discussed below.

Overall outcome (2a) specifies telecommunications facilities are located and designed to visually integrate with the built form and landscape character of the surrounding area and avoid amenity impacts on adjoining and nearby sensitive land uses. The

existing built form onsite is a mix of sheds, light poles, and existing telecommunications infrastructure including both lattice towers and monopoles.

The proposed monopole tower will not detract from the character of the existing built form onsite. Regarding the surrounding area, it is made up of residential along Shakespeare Street and a mix of residential and commercial along Milton Street. The nearest residence is approximately 65m removed from the facility, a distance twice the height of the proposed monopole. The monopole will be located beside an existing light pole used for floodlighting events onsite, therefore the visual impact is not expected to be a significant increase on the existing built form of the showgrounds site.

Overall outcome (2b) specifies telecommunications facilities minimise adverse impacts to public health and safety by managing electromagnetic emissions. The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) is the federal regulator for exposure limits of the public to radiofrequency electromagnetic emissions (RF EME). The facility's maximum EMEs will occur 196.72m from the facility, where the emissions are calculated to be 0.55% (i.e. 0.55 of a single percentage point) of the maximum allowable emissions by ARPANSA. On this basis the proposal is consistent with the provision.

Performance Outcome PO1 requires that telecommunications facilities are located to minimise visual and other impact amenity impacts on adjoining properties and road and the surrounding area. The corresponding Acceptable outcome AO1.1 specifies three possible solutions to achieve the PO. This includes:

- co-locating on an existing telecommunication facility,
- locating the facility on top of buildings or other existing structure, or
- otherwise designing the facility to minimise visual impacts when viewed from nearby properties, roads and other publicly accessible lands.

In relation to these three potential solutions:

- The applicant has investigated the existing Telstra facility on the site; however, the applicant has advised that the existing facility is not suitable structurally to accommodate additional equipment and the landowner did not wish to accommodate additional telecommunications infrastructure in this location due to existing plans for further development surrounding the Telstra facility. Also, it is likely that a co-located facility on a new, stronger tower, would have resulted in a taller structure with more visual bulk from multiple carriers' equipment.
- The applicant did not identify any suitable rooftop locations in the search area that would have provided the necessary coverage. Also, the existing lighting towers on the site did not have the required height or structural capacity to accommodate the equipment.
- The applicant has designed the proposed facility in a manner to reduce the visual bulk of the tower and associated antennas. The proposed tower does not include the 'normal' antenna headframe that permits a worker to stand inside the headframe to work on the antennas. The proposed facility uses 'turret' or

close-mounted antennas to ensure the structure is thinner than the standard Optus design.

Acceptable outcome AO1.2 specifies a distance of at least 50m between the facility and any sensitive land uses. The proposal will be approximately 65m from the nearest residence.

Acceptable outcome AO2.1 specifies a maximum telecommunications facility height of 30m (above ground level) within the Principal Centre Zone. The proposed monopole, including, antennas, will reach a total height of 33.2m, which is generally consistent with the provision.

General Development Requirements Code

The proposal is generally consistent with the overall outcomes and performance outcomes of the code.

PLANNING SCHEME CONTRIBUTIONS POLICIES

Under Council's current Infrastructure Charges Resolution (effective 1 July 2018) a Telecommunications Facility attracts no charge. Accordingly, no Infrastructure Charges Notice will be issued.

INFRASTRUCTURE CONSIDERATIONS

Water & Sewer

There are no implications for Council's reticulated water and sewer infrastructure as the proposal does not require these services and will not connect to them.

Stormwater

The bulk of the proposed facility is minimal and will not significantly impact on stormwater runoff on the subject site, however the approval package will include standard drainage conditioning to ensure there is no ponding onsite and any excess stormwater, however minimal, is directed to the existing stormwater systems in Shakespeare Street.

Roadworks

Internal

Nil.

External

Nil.

REFERRAL AGENCIES

In accordance with the referral triggers in the Planning Regulations 2016 the proposal required referral to the Queensland Government Department of State Development, Manufacturing, Infrastructure, and Planning due to the subject site being adjacent a State-controlled Road (the Bruce Highway and Gordon Street). The Department has provided a Referral Agency Response stating they have no requirements (*refer Attachment C – Referral Agency Response*).

SUBMISSIONS

The application was publicly notified in accordance with the requirements of the *Planning Act 2016* and one submission was received expressing opposition to the proposal. The principle concerns raised from the submissions are summarised and discussed below.

1. Heritage, Character and Visual Impact

Submitter comments

‘This is an old residential area with significant heritage value that is being surrounded with businesses and commercial developments. This is very quickly destroying the character of the area and any visual appeal. An example of which was the pulling down of the old Kucom theatre house and replacing it with a massive cement structure that has been built up considerably and very close to the residences beside it.’

‘There are a lot of people living in the nearby Housing Commission residences so the area is quite densely populated along with the heritage houses. Visually this tower is going to stand out like a sore thumb.’

Applicant’s comments

‘We acknowledge that adding overground telecommunications equipment in an area is not always possible without some level of visual change. It is not uncommon to see telecommunications infrastructure in residential areas, and Optus as a reputable organisation will always seek to balance this change against providing a robust and reliable service for customers, whilst at all times ensuring all their base stations comply with internationally recognised guidelines on radio frequency field levels.’

‘The proposal utilises low-reflective materials and natural and neutral product colours (light grey), which are considered to have the least impact when seen against the sky. The height of the proposed facility is also the minimum requirement to achieve Optus’s radiofrequency objectives.’

‘The local built environment is not regarded to have significant characteristics of heritage features that would afford the protection of its visual amenity from new vertical elements, such as the facility proposed. The proposal will also not obstruct any significant distant views as the landscape is generally flat with no elevated vantage points on and around the site.’

Assessing officer comments

The area to the south of Shakespeare Street is recognised as being within a Neighbourhood Character Area as per the Mackay Region Planning Scheme. The purpose of the character area is to safeguard any heritage and character of the existing buildings within that area and does not protect views and skyline matters.

The existing buildings onsite at the Mackay Showgrounds do not demonstrate a consistent built form and represent a variety of structures with various purposes. In that respect the proposal will not contribute to an inconsistent built form or look out of place onsite given the existing tall light poles and telecommunications facilities onsite.

2. Health and SafetySubmitter comments

'Not to mention the possible health implications of this transmitting tower being very close to a residential area and a dense population.'

Applicant's comments

'As a reputable and responsible company, the carriers comply with all relevant health and safety legislation by ensuring that all base stations comply with internationally recognised guidelines on radiofrequency field levels. The ARPANSA Standard is one of the most comprehensive and up-to-date RF exposure standards in the world, and is based on thorough scientific research into RF signals and exposure. It is the consequence of more than five decades of bio-effects research and careful analysis of scientific literature. These guidelines, which have wide safety margins, are designed to protect the community, including children and the elderly, 24 hours a day.'

'It should also be kept in mind that the typical exposure level from mobile phone base stations is hundreds and sometimes thousands of times below the regulated limit. To put this in to perspective, the standard itself already has a fifty-fold safety margin built in to it. They are recommended to us by the Australian Government and they have the formal backing of the World Health Organization.'

'The proposed facility will have a predicted maximum EME level of 4.56% of the public exposure limit (with the limit at 100%), approximately 108.21m from the site at 1.5m above the ground. The predicted level represents a theoretical prediction of the maximum EME level at a given point assuming base station transmitters operating at maximum power, simultaneous telephone calls on all channels and an unobstructed line of sight view to the antennas (In reality this is an extremely unlikely occurrence in a live network).'

Assessing officer comments

Council acknowledges and defers to the federal authority on the regulation, management, and monitoring of radiofrequency exposure standards, the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA). The agency has provided the information stated by the applicant above and it has been demonstrated

that the tower can comply with the relevant standards. A condition has been recommended to ensure that the development operates within these guidelines.

RESOURCES IMPLICATIONS

Nil.

RISK MANAGEMENT IMPLICATIONS

Nil except for potential costs involved if an appeal is lodged.

CONSULTATION

External

The application has been referred to the State government for formal comment on the proposal and the application has also been through a period of public notification in which the public was given an opportunity to provide their comments.

Internal

The application was presented to Council's internal Development Enquiries Meeting whereby senior officers from different disciplines provided comment. The proposal was received positively at this meeting.

CONCLUSION

The proposed development is generally consistent with the intent of the Planning Scheme codes applicable to the development. Council officers' preference is for telecommunications carriers to co-locate their facilities with other existing facilities where possible; however, in this instance the applicant has provided sufficient justification as to why this is not possible. The design of the standalone facility has taken into account its location nearby to existing residential properties and the proponent has varied from their normal design to reduce the visual impact of the facility.

The issues raised by the submitter are common concerns raised in relation to facilities such as these, but the proposal is generally compliant with the code requirements, including those related to health concerns (EME) and visual amenity. On the basis the proposal will not have an overbearing impact on the existing visual amenity of the Showgrounds and the immediate surrounds, and that it will not present a health risk to residents in the area it is recommended the proposal be approved subject to conditions.

Officer's Recommendation

- A. THAT Council approve the application for a *Material Change of Use – Telecommunications Facility* at 24 Milton Street, Mackay, more formally described as Lot 367 on CI4411, subject to the following conditions:

1. Plan of Development

The approved Material Change of Use - Telecommunication Facility must be completed and maintained generally in accordance with the Plan of Development (identified in the Table below) and supporting documentation which forms part of this application, except as otherwise specified by any condition of this approval.

Dwg	Title	Rev	Prepared by	Date
B1200-P1	Draft Site Layout	04	CPS Global	7.6.18
B1200-P2	Draft Site Elevation	04	CPS Global	7.6.18
B1200-P3	Overall Lot Plan	04	CPS Global	7.6.18

2. Compliance with Conditions

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

3. Maintenance of Development

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

4. General Amenity Provision

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

- a) the transport of materials or goods to or from the subject site
- b) the emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil &
- c) the locating of all service equipment, lighting, and air-conditioning units as to not cause nuisance to neighbouring properties.
- d) The facility must be designed and operated to restrict electromagnetic emissions (EME) in accordance with:
 - (i) Radiocommunications (Electromagnetic radiation – Human Exposure) Standard 2003; and

- (ii) Radio Protection Standard for Maximum Exposure Levels to Radiofrequency Fields – 3 KHz to 300GHz, or, the relevant Australian Standard for EME in place at the time.

5. Conflict Between Plans and Written Conditions

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

6. Damage

Any damage which is caused to Council's infrastructure as a result of the proposed development must be repaired immediately.

7. Access

Access to the facility is to be in accordance with the existing access as shown on the approved plans of development. No other access to the facility is to be used.

8. Ponding and Diversion of Stormwater

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

9. Safety and Warning Signage

A safety and warning sign/signs must be provided, which communicates information about the facility-related safety issues and discourage unauthorised access. All signs must:

- a) be satisfactorily visible, legible
- b) maintained at all times &
- c) located on the proposed security fence.

10. Decommissioning and Site Rehabilitation

If the use is abandoned, the site must be rehabilitated to a level that achieves the following:

- a) the monopole and associated infrastructure must be removed from the site
- b) the site is made suitable for other uses compatible with the locality &
- c) the visual amenity of the site is to be restored.

11. Finish

The monopole must be finished with a surface that is non-reflective and finished with subdued colours such as shades of dark blue, dark green, dark grey, ochre or olive.

12. Height

This telecommunications structure must at no point exceed a height limit of 34 metres to the top of the monopole/lattice tower, measured from natural ground level.

13. Minimum Level

All electrical switch gear, motors and telecommunication infrastructure must be located above RL 7.59m AHD or designed and constructed to exclude flood water intrusion and infiltration. Filling of the site is not permitted to achieve the necessary floor level. Council recommends that a 300mm freeboard be added to this level to account for wave movement due to wind and vehicle movements.

B. THAT the applicant be provided with the following Assessment Manager Advice:

1. Infrastructure Charges Notice

The approved use is considered as a *minor use* as per Council's Infrastructure Charges Resolution. Accordingly, no Adopted Infrastructure Charge will be levied.

2. Local laws

The approved development must also comply with Council's Local Laws under the Local Government Act 1993 from time and other controls.

3. Hours of Work

It is the applicant/owner's responsibility to ensure compliance with Section 6W of the Environmental Protection Regulation 1998, which prohibits any construction, building and earthworks activities likely to cause nuisance noise (including the entry and departure of heavy vehicles) between the hours of 6:30pm and 6:30am from Monday to Saturday and at all times on Sundays or Public Holidays.

4. Dust Control

It is the applicant/owner's responsibility to ensure compliance with Part 2A – Environmental Nuisance of the Environmental Protection

Regulation 1998 which prohibits unlawful environmental nuisance caused by dust, ash, fumes, light, odour or smoke beyond the boundaries of the property during all stages of the development including earthworks and construction.

5. Sedimentation Control

It is the applicant/owner's responsibility to ensure compliance with Section 32 of the Environmental Protection (Water) Policy 1997 to prevent soil erosion and contamination of the stormwater drainage system and waterways.

6. Noise During Construction and Noise in General

It is the applicant/owner's responsibility to ensure compliance with Section 6S General Emission Criteria and Section 6T Noise Emission Criteria of the Environmental Protection Regulation 1998.

7. General Safety of Public During Construction

It is the principal contractor's responsibility to ensure compliance with Section 31 of the Workplace Health and Safety Act 1995. Section 31(1)(c) states that the principal contractor is obliged on a construction workplace to ensure that work activities at the workplace are safe and without risk of injury or illness to members of the public at or near the workplace.

It is the responsibility of the person in control of the workplace to ensure compliance with Section 30 of the Workplace Health and Safety Act 1995. Section 31(1)(c) states that the person in control of the workplace is obliged to ensure there is appropriate, safe access to and from the workplace for persons other than the person's workers.

8. Acid Sulfate Soils

If the proposed works trigger the State Planning Policy or Mackay Region Planning Scheme for Acid Sulphate Soils, a Site Based Acid Sulphate Soil Management Plan must be prepared by a suitably qualified professional and submitted to Council for approval.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Paton

Seconded Cr Mann

CARRIED

12. RECEIPT OF PETITIONS:

Nil

13. TENDERS:

Nil

14. CONSIDERATION OF NOTIFIED MOTIONS:**14.1 NOTIFIED MOTION - REPORTING OF CONTACT REGISTER DETAILS IN COUNCIL PLANNING REPORTS**

Author Chief Executive Officer

Purpose

To present for consideration an agenda item as requested by Cr Bella regarding a request for planning reports to Council to include pertinent entries from the contact register under Council's Policy No. 54 - *Councillor Contact with a Lobbyist, Developer & Submitter*.

Background/Discussion

Under the provisions of clause 6.3 of Council's Standing Orders, any Councillor has the ability to request that a matter be included on a Council meeting agenda. Cr Bella has advised of his desire for the following item to be tabled under this provision as a notified motion –

That in any development application that is brought to Council, the pertinent entries in the contact register (ref council policy 054) be provided as part of the report.

Cr Bella has provided as background information to his request including such an undertaking being positive move, especially due to *Belcarra* and recent legislation changes regarding developer contributions and influence around decisions.

Council adopted Policy No. 54 - Councillor Contact with a Lobbyist, Developer & Submitter (Policy) on 28 September 2016 (copy attached). Amongst other requirements is an undertaking for Councillors and employees to keep a written record of the matters discussed at any interaction with a Lobbyist, Developer or Submitter. A Declaration of contact with a Lobbyist, Developer or Submitter Form is required to be completed and maintained within a central Register.

Cr Bella's request is that any development application, or planning, report to Council include a listing of pertinent entries from the Register.

The Policy contains a number of areas. Firstly, those around Lobbyist contact fairly well mirror legislative requirements, and as such a separate Policy is not actually needed.

The aspects regarding Developer and Applicant contact are above any specific legislative requirements, and undertakings specific to this Policy (noting that this comment relates only to 'contact', and not to donations or contributions from Developers which have separate legislative coverage including under the new *Belcarra* changes).

Such Policy having been adopted in September 2016, has a three (3) year review period, and as such is a current Council Policy.

Consultation and Communication

Cr Martin Bella
Governance and Safety

Resource Implications

The request to include in any development application/planning report to Council a listing of any pertinent entries within the Register is not in itself a resource issue and seen as a fairly minor task in the preparation of the associated report, subject to the Register being updated.

Risk Management Implications

Nil

Conclusion

On the basis of the Policy remaining current, the request to include in any development application/planning report to Council a listing of any pertinent entries within the Register is not in itself a resource issue and if endorsed by Council could be undertaken.

Officer's Recommendation

THAT in any development application/planning report brought to Council, the pertinent entries in the contact Register (Council's Policy No. 54 - *Councillor Contact with a Lobbyist, Developer & Submitter*) be provided as part of the report.

Cr May queried in relation to the current practice and noted in the Policy this includes staff as well as Councillors, and asked on the register currently have all the Councillors and staff completed the register.

The Chief Executive Officer (CEO) advised the register has not been completed by staff and Councillors. The Policy was adopted in late 2016 and staff and Councillors generally have not been completing the register part of the Policy.

Cr May queried what if any action is taken to enforce the Policy.

The CEO advised there is no legislative requirement for a Policy for contact with developers or applicants that Council is required to have unlike lobbyists where there is a legislative requirement to keep a register. In terms of staff not abiding by the terms of an endorsed Policy of Council, he would ensure staff are now abiding by it now he has been made aware they haven't been in the past.

Cr Paton queried if a Councillor completed the register would they still be able to attend the Council Meeting.

The CEO advised if the Councillor completed the register simply for contact they could still attend the Council Meeting, however other conflict issues that may be covered under Belcarra or anything else would need to be considered.

Cr Paton queried if Council Policy 054 was going to be reviewed.

The CEO advised that in his absence the Acting CEO had tasked Officers to review Council Policy 054 and there is some scheduled Belcarra training in the next two (2) weeks and will seek Councillor guidance following Belcarra training in relation to Council Policy 054.

Cr Englert advised as he understands it, Council Policy 054 is currently under review and elected members will be receiving Belcarra training in the next two (2) weeks, will the discussion with elected members around the review of Council Policy 054 take place within a months' time.

The CEO confirmed the discussions could take place within a month's time on Council Policy 054 if that is the elected members wish.

Cr Camm sought clarification of when Council Policy 054 was adopted and if it had been readopted by the current Council.

Cr May advised the original Council Policy 054 was introduced in the first term of the amalgamated Council.

The CEO advised the current Council in late 2016 endorsed Council Policy 054, which was within the first 12 months of this current term of Council.

Cr Mann queried if a Council fails to complete the register is that a perceived conflict or a real conflict?

The CEO advised it would be neither. A perceived or real conflict comes with other legislation requirements, this is simply abiding by an endorsed Council Policy.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Bella

Seconded Cr Bonaventura

Cr Bella advised the reason he moved this Motion is he believes this policy provides everyone that is involved in a development application a means of finding out what conversations have occurred between the developer, the proponents of the developer and Councillors. Whilst this policy may not have been adhered by everyone in the past it is not onerous to adhere to its requirements going forward now this requirement has been discussed. If there is a better way of making this information he is open to suggestions.

Cr Paton advised while he will not be supporting this Motion he is willing be open and transparent but feels the additional work this places on Council Officers is not warranted. He would like to see Council Policy 054 reviewed and discussed by the elected members.

Cr Bonaventura advised he would be supporting the Motion. In relation to transparency, he believes elected members need to know what discussions have taken place and supports this Motion. He agrees with Cr Bella in that if there is a better way of achieving these results then he is open to suggestions.

Cr Englert advised he would not be supporting the Motion. The CEO has advised the current policy is under review and there is a timeframe of approximately one month and he would prefer to wait for the review to be carried out.

Cr Walker advised he would be supporting the Motion. This is a current endorsed Council policy and he believes it is a useful policy and in the interest of transparency this policy assists with that. In relation to the additional work required to comply with the policy, he believes if the register is completed then there is very little additional work required to complete the report. Following the review of the policy then the requirements may change but until then elected members should be abiding by its requirements.

The Mayor asked Cr Bella if he wished to exercise his right of reply.

Cr Bella declined the offer.

LOST

Crs Camm, Englert, Gee, Mann, May, Paton and Williamson recorded their vote against the Motion.

15. PUBLIC PARTICIPATION:

Nil

16. LATE BUSINESS:

Cr Casey, on behalf of his fellow Councillors and Staff, wished the Mayor a Happy Birthday.

17. CONFIDENTIAL REPORTS:

Cr Camm declared a real conflict of interest (as per section 175E of the *Local Government Act 2009*) on this matter (**Item 17.1**) due to being engaged as a consultant and finalising of the project for Regional Social Development Coalition (RSDC) and left the room at **11.33 am**, taking no part in the debate or decision of the meeting.

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

Confidential Item	Reason for Meeting Closure
• Item 17.1 - Greater Whitsunday Council of Mayors - Funding for RSDC Project	(e) contracts proposed to be made by Council
• Item 17.2 - Proposed Mackay Waterfront Priority Development Area Development Scheme - Public Notification	(h) for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage

Moved Cr Mann

Seconded Cr Walker

CARRIED

11.34 am - The meeting was closed to the public.

11.38 am - Following discussion on Item 17.1 Cr Camm returned to the Meeting Chamber for discussion on Item 17.2.

THAT the meeting be reopened to the public.

Moved Cr Casey

Seconded Cr Englert

CARRIED

11.39 am - The meeting was reopened to the public.

Cr Camm declared a real conflict of interest (as per section 175E of the *Local Government Act 2009*) on this matter (**Item 17.1**) due to being engaged as a consultant and finalising of the project for Regional Social Development Coalition (RSDC) and left the room at **11.39 am**, taking no part in the debate or decision of the meeting.

Voting then recorded as per usual.

17.1 GREATER WHITSUNDAY COUNCIL OF MAYORS - FUNDING FOR RSDC PROJECT

Confidential

Council Resolution

THAT Council endorses support for the Regional Social Development Coalition (RSDC) *Strengthening Communities – Realising the Vision Project*

FURTHER THAT Council endorses the Greater Whitsunday Council of Mayors (GWCoM's) using an existing amount of \$50,000 for the period to 30 June 2018 for this project.

AND THAT the Mayor and CEO be authorised to negotiate a partnership arrangement with via the GWCoM's for the funding of the 2nd and 3rd years (to 30 June 2021) of the *RSDC Strengthening Communities – Realising the Vision Project*, subject to the final agreement being advised to Councillors and such agreement including -

- a) The funding is to be used for the project and not to be used for general administration.
- b) Agreed project deliverables (or KPI's) are fit for purpose to suit the diversity of each Region.
- c) A comprehensive annual report on outcomes of the project with demonstration of benefits to each Council's communities be provided.

Moved Cr Casey

Seconded Cr May

CARRIED

11.40 am - Cr Camm returned to the Meeting Chamber.

**17.2 PROPOSED MACKAY WATERFRONT PRIORITY
DEVELOPMENT AREA DEVELOPMENT SCHEME - PUBLIC
NOTIFICATION**

Confidential

Council Resolution

THAT Council resolves to:

- a. consider state agency submissions received during the state agency review period;
- b. endorse for public notification, version 0.2 of the proposed Mackay Waterfront PDA development scheme, which was prepared in accordance with section 57 of the ED Act;
- c. authorise the Chief Executive Officer to:
 - i. prepare a letter to the MEDQ requesting approval to commence public notification of the proposed development scheme; and
 - ii. make changes to version 0.2 of the proposed Mackay Waterfront PDA development scheme as directed by the MEDQ before public notification; and
- d. make preparations and commence public notification in accordance with section 59 of the ED Act upon receiving the MEDQ's approval to publicly notify the proposed development scheme.

Moved Cr Camm

Seconded Cr Englert

CARRIED

18. MEETING CLOSURE:

The meeting closed at 11.41am.

19. FOR INFORMATION ONLY:

Nil

Confirmed on Wednesday 24 October 2018

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MAYOR

APPENDIX / ATTACHMENTS

**Mackay Regional Council
Sports & Recreation Advisory Committee Minutes
Sarina Room, Jubilee Community Centre
6pm, September 13, 2018**

Attendees: Chair- Cr Ross Gee, Cr. Justin Englert, Richard Brown (RB) MRC, Leah Chambers (LC) MRC, Elizabeth Crane (EC) - MRC, Angela Mortimer (AM) MRC (Minute Taker), Tracey Belbin NPSR (TB), Peter Lister (PL), Jeanne Ronald (JR), David Lester (DL), Phillip Grobler (PG) Ben Wearmouth (BM), Shaun Phelan (SP).

Apologies: Cr. Kevin Casey and Bridget Mather (BM).

ITEMS	COMMENTS	ACTION/RECOMMENDATION	DATE TO BE COMPLETED
Meeting opened 6:02pm			
Confirmation of minutes Moved: RG Seconded: JE	The minutes of 26 July 2018 were confirmed.		
Business arising from the previous minutes: 1. Committee to provide appropriate/ potential contacts for Michael Duggan (PHS) regarding HPV	Not discussed.		

2. JRL Anniversary- 100 years	<p>CR Gee advised that it is the Junior Rugby League 100-year anniversary next year.</p> <p>Due to miscommunications, MRC missed the 100-year anniversary of the Senior Rugby League Club which resulted in council being criticised in the media. This highlighted the need to be abreast of sporting club's anniversaries and milestones.</p> <p>Suggestions of how to capture this data included:-</p> <ul style="list-style-type: none"> • Sport and Recreation (S&R) Officers to invite clubs to approach MRC to supply information; • Capture at the next Sports Expo; and, • Contact Julianne Gilbert or the Department of Justice. <p>Committee members offered the following information regarding milestones:-</p> <ul style="list-style-type: none"> • Mackay Hockey's 70-year anniversary in 2020. • Mackay Athletics Club's 35-year anniversary next year. It is the oldest athletics club in the area. • Sarina Surf's 90-year anniversary is next year; however, they will not be holding an event for it. • Sarina Tennis was established in 1932; therefore, their 90-year anniversary will be in 2022. 	S&R to investigate further.	Ongoing
3. Grandstand seat/chairs	<p>David McKendry contacted S&R regarding the availability of second-hand grandstand seating free for any clubs who may have a need for it. The seating appeared to be quite weathered in the photos displayed; however, they could potentially be revitalised. Soccer Clubs may be interested.</p>		

	The Soccer Club is still in need of old bus shelters. Seaforth Civil have a bus shelter sitting in their yard from a past project.	S&R to investigate who owns the bus shelter	Complete
Agenda Items: 1. Welcome new committee member – Tracey Belbin	Cr Gee welcomed Tracey Belbin to the committee.		
2. State Government Update	<p>Round 7 for the 'Get Playing Places and Spaces' is now open for applications. The program closes at 5pm on Friday, 28 September 2018.</p> <p>The Department is still undergoing a restructure which has implications on the programs concerning who they can fund and partner with. In the meantime, conversations with the community are taking place to see who can be collaborated and partnered with.</p> <p>Community consultation for the Queensland Sport and Active Recreation Strategy 2019-2029 Discussion Paper is open. Everyone is encouraged to participate in the survey.</p> <p>https://www.yoursayhq.engagementhq.com/surveys</p>	S&R to share link on Facebook page and disseminate to the networks encouraging all to participate.	Complete
3. Mackay Sport and Recreation Strategy (2018-2028)	<p>Internal feedback for Council's draft 10-year Sport and Recreation Strategy is due back to Otium on 19 September.</p> <p>Council will be briefed on 10 October; after which, the draft strategy will be rolled out to the community for consultation.</p> <p>The next Sport and Recreation Advisory Committee will need to be brought forward to give to the committee to review.</p> <p>It was suggested that Otium be requested to brief the committee regarding both the S&R and the Aquatic Strategy on the evening of 10 October.</p>	S&R to coordinate and send out meeting invitation	

4. Update from the MRSP Project Advisory Group	<p>An advisory group has been formed for the Mackay Regional Sports Precinct (MRSP). The group have had several meetings and have put forward that the centre be named Mackay ARC short for Aquatic Recreation Complex as feedback suggests that the acronym has been well received in other towns. The athletic and aquatics naming will go to the public for consultation; however, the preference is to move away from naming them after an individual.</p> <p>A Walk of Fame will be created to acknowledge local sports stars.</p> <p>Belgravia Leisure will operate the pool and the athletics track. Prices have been set for individual use; however, at this stage no prices have been set for club use. Occupancy agreements and how much it will cost need to be developed as a matter of priority as it has a big impact on the clubs and is causing them frustration. A pricing proposal is currently being discussed with Property Services which will hopefully result in some specific answers next week.</p> <p>Belgravia Leisure will be running information sessions at 10.00am and 5.00pm in Mackay on Thursday 20 September. EC has invited clubs to meet and greet.</p>		
5. Sugar Bowl update	<p>The official opening of the Sugar Bowl is scheduled for Friday 21 September at 9.00am.</p> <p>The Queensland Street Skate Championships will be held 25 – 29 September 2018. This will bring both professional state and national skaters to Mackay. The 10ft bowl qualifies the facility for the national circuit.</p>		
6. Queens Park	<p>Queens Park has had a Master Plan for many years; however, the generous injection of cash from the State Government has enabled plans to move forward.</p> <p>RB provided an update: -</p>		

	<ul style="list-style-type: none">• Queens Park is a historic park dating back to 1901 and contains rare and 100+ year old trees.• Highlights include – the two ovals which Harrup Park heavily utilise. The demand for these will increase when they build their Northern Grandstand.• A shared pathway will be built around the edge of the park. It will be good for cyclists; however, it doesn't quite meet the requirements for a Criterium track as it could not reach the required width in addition to the length not meeting the international standard. It was not feasible to spend approximately \$2 million trying to achieve the specifications, nor was it a good fit to have cyclists speeding through park areas. The potential of a Criterium track is not fully parked; however, a more suitable area is required.• The pathway is a key connectivity link running from the park up to Chain Street, and linking up with the Bluewater trail.• The Rotunda has recently been refurbished but may get a revamp.• The Change Rooms located in the park are heritage listed. The Consultant will review what can be done with these. Harrup Park believe refurbished change rooms would be beneficial. There is also potential for a commercial aspect such as a Café; however, this will depend on restrictions.• Additional car parking and a toilet block will be constructed, in addition to more gardens for hire for weddings, naming ceremonies etc.• The North-Eastern corner forms part of the PDA; however, has been prioritised due to the funding opportunity.		
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	<ul style="list-style-type: none">• A Dog Park was discussed to have as a temporarily inclusion but it didn't make sense to provide this then take it away at a later date.• A suggestion of a white picket fence was made – symbolic of the relationship / partnership between MRC and sporting clubs (cricket). This would fit in well with the theme and the historic background. This has previously been suggested and is being considered.• Victoria Park School use the playground and a portion of the park and have been taken into consideration during the planning phase.• The scope for the tender will go out next week.• Construction is estimated to commence in May 2019 for a duration of approximately 12 months.		
7. North Queensland Sports Foundation (NQSF) Sportstar Awards	<p>The NQSF Sportstar Awards closed on Friday 7 September 2018. There was a good response with over 30 nominations. A panel of 7 decided the best candidates. Letters will be provided to successful and unsuccessful nominees and applicants.</p> <p>The final list will be made public by the NQSF. The Presentation will be 27 October in Mission Beach.</p>		
8. Sports Expo 2019	<p>The 2018 Expo saw the biggest response from vendors.</p> <p>EC requested feedback regarding highlights and potential improvements.</p> <p>The timing of the event was raised. Should the Expo be a precursor to the formal sign on day or is it better to hold it afterwards to pick up those who have not signed on?</p>		

	<p>The date will be bad timing for some clubs but perfect timing for others. It will be impossible to select a date that will suit everyone.</p> <p>Feedback from clubs in past is that it's not designed to replace sign on days rather to promote the sport, activity or event. Some clubs didn't realise that the day could be used as a sign on day.</p> <p>There was positive feedback from meeting attendees. Surf, tennis and AFL work well all being together.</p> <p>The possibility of opening up the other MECC space allowing more room for demonstrations was well received. Demonstration and equipment details should be identified earlier such as when nominations open to enable more time for coordination.</p> <p>The need to have a Personality was raised. Is this important? Some have worked well and others not so well.</p> <p>Trivia was found to be good in terms of engagement and worth doing again.</p> <p>The potential to open the day up to commercial entities for a fee was discussed. E.g. Dentists/mouthguards, First aid / strapping, rehab, CQ University etc. It would be beneficial in providing a one stop shop for all information.</p> <p>If it were opened up to incorporate commercial aspects the Councils role would be critical in establishing very clear and transparent criteria.</p> <p>It would also be very important to ensure that the commercial side is relevant and interconnects in a way that doesn't dilute the main aim of the day. The principal of the day is to provide an opportunity for clubs and organisations that don't have enough money to promote itself and to assist to forge clear pathways for athletes.</p>	S&R to develop draft criteria for accepting vendors.	30/10/2018
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	The date of the Expo should be disseminated as early as possible to allow clubs ample time to schedule their sign on days around the Expo date.		
General Business	<ul style="list-style-type: none"> ▪ Mountain Bike Strategy – there is a meeting on Monday 17 September to discuss with the councillors prior to it being released next month for public consultation. ▪ The River to Reef Charity Ride is on 29 September 2018. ▪ Volunteers – Some clubs don't have the volunteers with the adequate skills base required for club management and administration. Or if they do, good motivated volunteers usually get caught up in positions of Treasurer or Secretary when they should be involved in more of a strategic role. <p>TB advised that there are national organisations that share for example a Human Resource Officer across sports. There could be a model at a national level. Operating models at national and international level don't filter down to the grassroots which is a communication issue.</p> <p>It will also depend on what direction the department takes. They are still in the process of talking about the products and services they provide.</p> <p>Suggestions were made about what the model could look like. It could potentially involve a teacher/guiding role in combination with someone that can look over the books. However; not someone that would take over ownership as this should remain with the clubs.</p> <p>There are workshops available that can help you with:</p> <ul style="list-style-type: none"> ✓ practical knowledge on sourcing funding ✓ budgeting correctly, 	<p>S&R to continue to support clubs through workshops for club governance etc.</p> <p>As State Government roll-out their strategy, continue to seek funding opportunities to assist clubs.</p>	<p>Ongoing</p> <p>Ongoing</p>

	<p>✓ writing grant applications, and ✓ Structuring a committee.</p> <p>Feedback was that workshops happen too infrequently but on the other hand that the take-up of workshops is often quite low. It was suggested that courses be run at the same times each year and that the information is distributed early for example at the beginning of the year.</p>		
	<p>Due to a schedule conflict, BM has asked if the dates for next year's committee meetings can be changed to enable her to attend.</p> <p>The committee agreed to set bimonthly meetings for the second Wednesday of the month commencing 13 February 2019.</p>		
Meeting closed: 7.32pm	Next meeting TBA		

**Mackay Regional Council
Visual Arts Advisory Committee (VAAC)
17 September 2018 at Artspace Mackay**

MINUTES

Attendance: Angela Hays (Chair); Tracey Heathwood; Bern Howlett; Alicia Stevenson; Karina May (minutes); Cr Justin Englert; Cathy Knezevic; Charlie Wicking; Bradley Short

Apologies: Donna Robinson

Acknowledgement of Country – Angela Hays (Chair)

ITEM	COMMENTS	ACTION
1. Minutes of the previous Meeting	The Minutes of the meeting held on 30 April 2018, having been previously distributed, were accepted as a true and accurate record.	
2. Matters arising	The updated terms of reference still need to be formally adopted by Council. They will need to be reviewed again as the Manager of Community Lifestyle is taking over the Director Community and Client Services' role on the committee and this will affect the terms.	
3. New Committee Members	<p>3.1 Marilyn Bliss' resignation from the committee was tabled at the meeting. This had already been forwarded to the committee via email.</p> <p>3.2 An updated nomination form has now been developed to make it easy and straightforward to complete. As of 2019 this form will be used by all members when nominating. This nomination form was used by new members Bradley Short and Charlie Wicking.</p> <p>3.3 New committee members – Bradley Short and Charlie Wicking were welcomed. There is still one more position available in the committee and will be advertised in the new year.</p>	
4. Artists' books acquisitions – 2018 Libris Awards	Eleven Artists' books were purchased from the 2018 Libris Awards. These were purchased with annual sponsorship money given by the Dalrymple Bay Coal Terminal. Helen Cole, who judged the awards,	

ITEM	COMMENTS	ACTION
	assisted with choosing the books which were approved by the VAAC via email on August 17.	
5. Acquisition Proposal – <i>Jemima Wyman Aggregate Icon</i>	<p>(Cr Englert arrived at 2pm)</p> <p>The Artspace Director presented a new acquisition proposal, <i>Jemima Wyman Aggregate Icon</i>. Jemima Wyman is a contemporary artist, who lives in Brisbane but grew up in Mackay. The curators of the major touring exhibition <i>Violent Salt</i> suggested the purchase, so it can be included in the touring exhibition. The Artspace Curator saw the work on a recent trip to Sydney and provided images of the artwork (below). It is a large, intricate work being 173cm in diameter and is completely hand cut and assembled from digital photographs. This is a significant artwork from Jemima and is an opportunity to add another home-grown talent to the Art Collection.</p> 	

ITEM	COMMENTS	ACTION
	 <p>Payment for the artwork will come out of the gallery's acquisition budget and will be paid over two financial years. A 50% deposit would be paid now and the rest paid next financial year. The 'Violent Salt' exhibition isn't until next year, however paying the deposit now guarantees the work. Cr Englert inquired about showing the work and it was confirmed it would be shown for 12 weeks during the 'Violent Salt' exhibition at Artspace Mackay and then toured around the country for 18 months before being placed into storage back at Artspace Mackay. Once at Artspace it would be featured in future 'Focus on the Collection' exhibitions. Committee member, Cathy Knezevic, felt the artwork fit the MRC Art Collection priority areas as it could be viewed as an enormous artist's book due to the narrative of the piece, making it a great complement to the artists' books collection. The Artspace Curator confirmed there is space for storing the Jemima Wyman at Artspace Mackay. Charlie Wicking inquired about preservation of the artwork. The curator advised that as it is a relatively new piece, in excellent condition and already framed, this would be minimal and there would be no issue storing it in the Art Storage room at Artspace Mackay.</p>	

ITEM	COMMENTS	ACTION
	The VAAC recommended the purchase of Jemima Wyman's <i>Aggregate/Icon</i> with unanimous agreement.	
6. Prospective artwork donations	<p>5.1 Clara Adolphs Clara Adolphs who completed an Artist in Residence program in Mackay last year and currently has an exhibition in Gallery Three has proposed a donation of the artwork <i>Main Street</i>. The donation would be a cultural gift and would need to fit the collection priority areas outlined in the Art Collection Development Plan. Towards the end of the exhibition the proposal will come to the committee for consideration.</p> <p>5.2 Ti Parks, selected artists' books Significant UK artist Ti Parks worked in Australia as an art teacher from 1964 to 1975. The experimental artist had a major influence on the development of conceptual art in Australia, especially in Melbourne. Ti Parks recently passed away. His wife has contacted Artspace Mackay as she would like to donate some of his artists' books to the MRC Art Collection. The request will come with images of the artists' books from which works that fit best into the Art Collection priority areas can be selected. The MRC Art Collection already includes six to nine of his works and this would expand on those. They are not large works so there is enough storage for them. They will come before the committee to approve before accepting them, to ensure they fit collection priority areas outlined in the Art Collection Development Plan.</p>	
7. General Business	<p>7.1 Expressions of Interest – Gallery Three The Artspace Mackay Director advised a new proposal form has been developed for local artists who would like an exhibition in Gallery Three. It includes selection criteria and there will be a formal selection process, to ensure high quality exhibitions are being shown. It is an opportunity for professional development for local artists, as it teaches them how to put together a proposal and an exhibition. The exhibitions would run for approximately 12 weeks and would be from 2020 onwards.</p> <p>7.2 Committee member nominations – 2019</p>	

ITEM	COMMENTS	ACTION
	All committee members will be required to renominate next year, with one position open for a new member. This position will be advertised to the general public. Charlie Wicking requested a copy of the VAAC Terms of Reference. She also thanked everyone for considering and approving her nomination to the VAAC.	Artspace Mackay Director to forward terms of reference to Charlie Wicking.
9. Date of next meeting	To be arranged.	Karina May to forward a meeting request.
10. Close of meeting	The meeting closed at 3pm.	



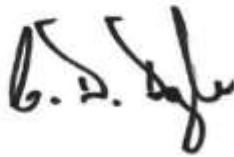
Office of Mayor and CEO
Monthly Review
Period - October 2018

OVERVIEW.....	3
SAFETY	4
1.1. Overview	4
KEY INITIATIVES.....	16
2.1. Summary of key projects and initiatives.....	16
2.2. Summary of key projects and initiatives – Key Capital Projects	19
2.3. Summary of key projects and initiatives – Key Economic Stimulus/Liveability Initiatives	21
2.4. Cyclone Debbie Update	23
GREATER WHITSUNDAY COUNCILS OF MAYORS (GWCoM'S)	24
3.1. Greater Whitsunday Council of Mayors (GWCoM's) – formerly Whitsunday Regional Organisation of Councils (WROC)	24

OVERVIEW

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

- There were no lost time injuries (LTI) for September (one LTI for the quarter) with continued focus on high risk areas and focus on key hazards.
- Toowoomba was announced during September as the first site selected by Qantas for their Regional Flight Academy. There will be a second site selected by Qantas and we continue to work on ensuring this will be Mackay.
- The Sugar Bowl project, being a major social infrastructure project critical to the community, was officially opened by the Mayor and local member George Christensen MP on 21 September. This in time for the Rumble on the Reef Queensland Championship of Street Skateboarding event being hosted at the venue.
- Our large solar project is progressing and the following sites will have panels installed commencing from mid-October. Blue Water Lagoon, Paget, Water Treatment plant, Mt Bassett Sewerage pump station, Sydney Street, Sarina Admin building and Artspace. The remaining sites installation will continue from November through to early 2019.
- The 2017/18 financial year results are now being finalised with the Audit and Risk Committee approving in early October. The final result will see a surplus of ~\$1.5M for the year against an initial budget deficit of \$1.1M. The result is lower than the forecast of \$3.8M surplus after our new auditors requested a change to the allowance of provisions amount on our balance sheet.
- The number of key initiatives and strategies being undertaken is significant with progress around our Mountain Bike Strategy, Aquatic Facilities Strategy and a number of shovel ready projects occurring in September. A review of resources to manage these key initiatives is being undertaken by the CEO in October to ensure we are able to meet the required timelines and expectations.
- Our new Pool operator Belgravia has been awarded the contracts for Memorial, Pioneer and the new Mackay Regional Sports Precinct Aquatic facility at Ooralea. Contractor commences Memorial and Pioneer facilities from 1 October, with the new facility anticipated to open February 2019.
- The Sugar City Sounds concert went well with no major issues. It is a credit to our staff that MRC managed this entire event.



SAFETY

1.1. Overview

During the quarter, one lost time injury (LTI) was recorded, with a total of 14 days lost.

Our performance on our lead indicators was generally positive although more effort will need to be put into completing safety corrective actions on-time.

- Ninety-nine percent of hazard inspections were completed on-time. One was not competed on time but has since been completed.
- All members of the management team met the target of undertaking at least six safety interactions in the quarter.
- Completion of monthly action plan (MAP) items exceeded the 90 percent target established.
- Ninety percent of safety corrective actions were completed on-time. This is an increase on the previous quarter, when 84 percent were completed on-time. This will remain a focus to ensure the 95 percent target is met in the future.

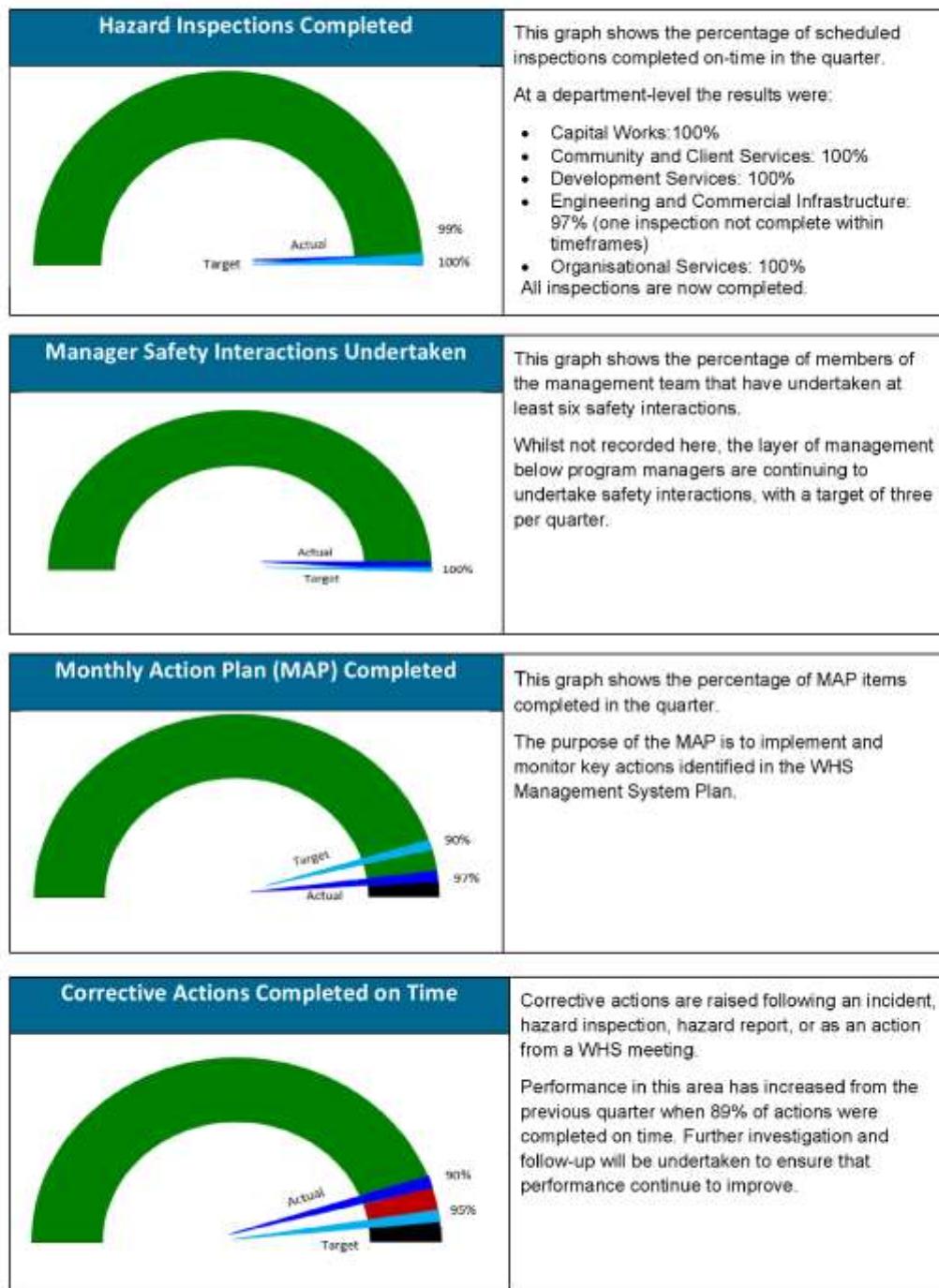
Safety activities conducted during the quarter included:

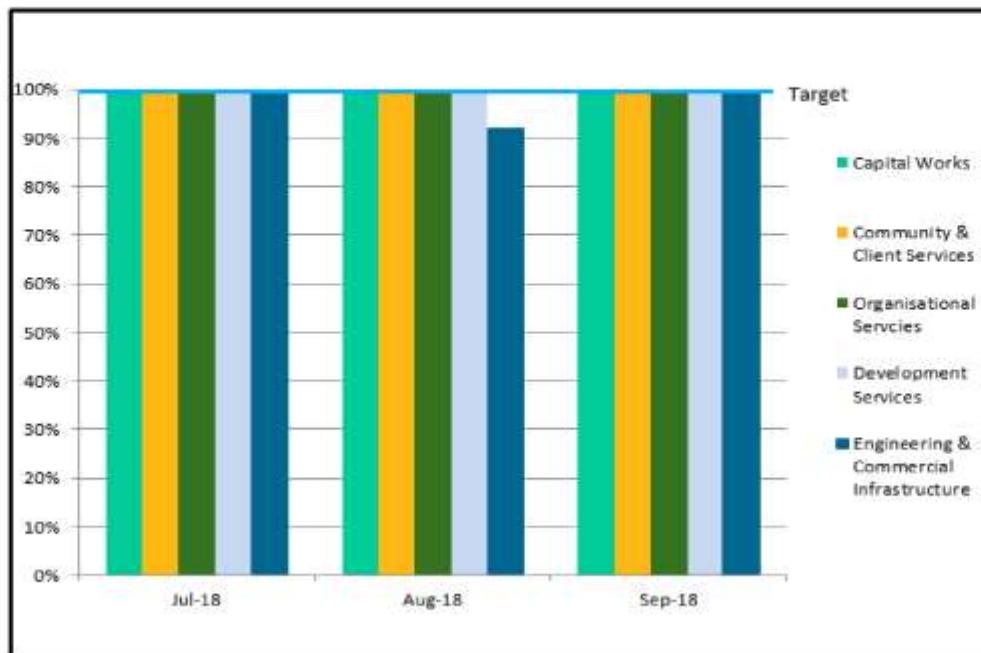
- The three-year Safety Strategy and Action Plan was approved by SLPT.
- Providing high-level and operational WHS support to MRC event teams – including assisting MECC and Events staff to deliver a safe Sugar City Sounds concert event at BB Print Stadium.
- Undertook site visits and WHS hazard inspections of waste water treatment facilities at Proserpine and Cannonvale, and Bucasia (Mackay North) and Bakers Creek (Mackay South). These visits were conducted in support of the Water treatment team who are preparing for site handover in June 2019. MRC is working closely with the Whitsunday Regional Council safety team to share knowledge and learnings.
- THE HUB was launched – a new site on Bruce that has been created for all safety, quality and environment documentation. It brings together documentation from previous sites such as SafePlan and IMS. Information and awareness sessions have been conducted across MRC to familiarise users.
- The review and amendment of WHS procedures is continuing, as part of 'THE HUB' project.
- The WHS Team participated in and supported a hazardous areas assessment at Sarina Sugar Shed; identifying hazards and risks associated with the milling and distilling processes.
- Forty staff members were provided training on light vehicle operation and load restraint, developed in response to recent incidents. Fifty staff were trained in June. Further sessions will be conducted quarterly.
- Other activities include procedure reviews, safety observations and interactions, incident investigations, and attendance at pre-start meetings and toolbox talks.
- Council was awarded the 'Silver Star' award for the encouraging results of the external safety audit conducted in June 2018. An implementation plan for the recommendations of the audit has been developed.
- There is a glossary at the back of the safety report which explains terms and acronyms.

2.1 Lead Indicators

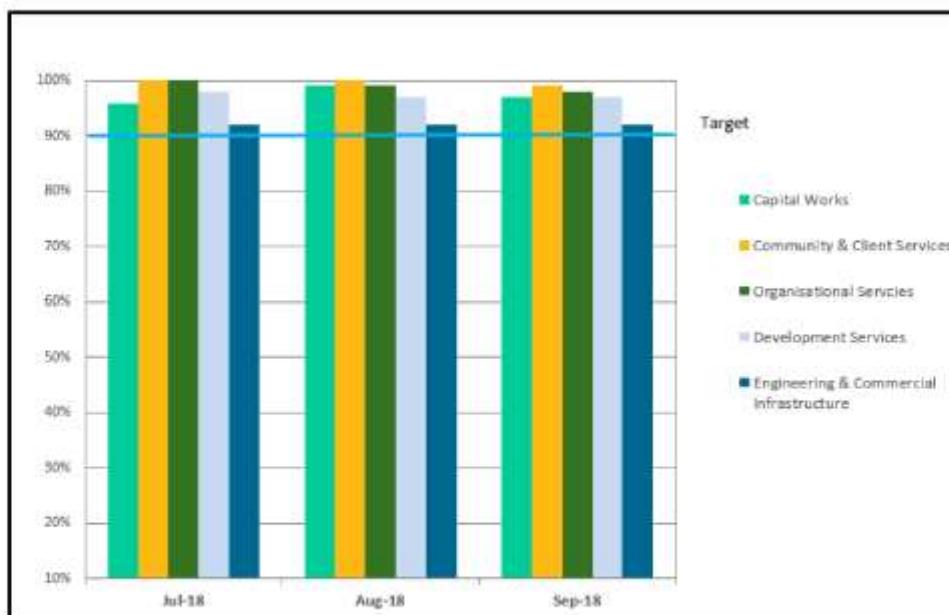
Quarterly Result

The program-specific data behind the graphs below is shown in section 2.4.



Hazard Inspections Completed

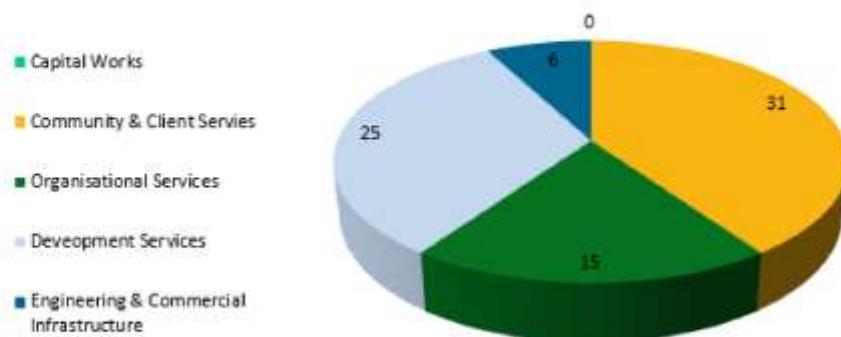
A target of 100% has been set for the completion of scheduled hazard inspections. This graph provides a snapshot of the percentage completed at the end of each month. All inspections have been completed at end of the quarter.

Monthly Action Plans Completed

Lead Indicators Break-up by Program

Details for each Department and Program are shown in the table below.

Department / Program	Hazard Inspections			Manager Safety Interactions			Monthly Action Plan (MAP)	Corrective Actions
	% Actual	% Target	% Achv'd	% Actual	% Target	% Achv'd		
Capital Works	CW Management	1	1	100%	9	6	100%	100%
	Major projects	0	0	100%	4	3	100%	100%
	Transport & Infra	6	6	100%	9	6	100%	89%
	Water & Sewerage	4	4	100%	11	6	100%	100%
	Total	10	10	100%			97%	100%
Community & Client Services	CCS Management	0	0	100%	6	6	100%	100%
	Corporate Comm	1	1	100%	6	6	100%	0%
	Community Lifestyle	6	6	100%	7	6	100%	96%
	MECC & Events	2	2	100%	6	6	100%	87%
	Emergency Management	11	11	100%	3	3	100%	100%
	Health & Regulatory Services	5	5	100%	7	6	100%	93%
	Total	25	25	100%			99%	90%
Development Services	DEV Management	1	1	100%	6	6	100%	100%
	Development Engineering	1	1	100%	6	6	100%	100%
	Development Assessment	1	1	100%	6	6	100%	100%
	Parks	11	11	100%	3	3	100%	84%
	Strategic Planning	1	1	100%	6	6	100%	100%
	Economic Development	1	1	100%	3	6	100%	67%
	Total	16	16	100%			97%	83%
Engineering & Commercial Infrastructure	ECI Management	0	0	100%	15	12	100%	100%
	Technical Services	0	0	100%	6	6	100%	100%
	Civil Operations	16	16	100%	8	6	100%	83%
	Business Services	0	0	100%	6	6	100%	100%
	Waste Services	1	1	100%	6	6	100%	77%
	Water Network	14	14	100%	6	6	100%	85%
	Planning & Sustainability	0	0	100%	6	6	100%	100%
	Water Treatment	7	8	88%	6	6	100%	91%
	Total	38	39	97%			92%	93%
Organisational Services	ORG Management	0	0	100%	7	6	100%	100%
	Asset Management	1	1	100%	6	6	100%	97%
	Financial Services	0	0	100%	7	6	100%	99%
	Shared Services Centre	2	2	100%	6	6	100%	93%
	Procurement & Plant	2	2	100%	6	6	100%	98%
	Property Services	6	6	100%	6	6	100%	100%
	Governance & Safety	2	2	100%	6	6	100%	97%
	People & Culture	0	0	100%	6	6	100%	100%
	Office of the Mayor & CEO	1	1	100%	7	6	100%	100%
	Executive Officer	0	0	100%	7	6	100%	-
	Senior Legal Counsel	0	0	100%	6	6	100%	100%
	Total	14	14	100%			95%	87%

Corrective Action Status Report
Total Active Corrective Actions


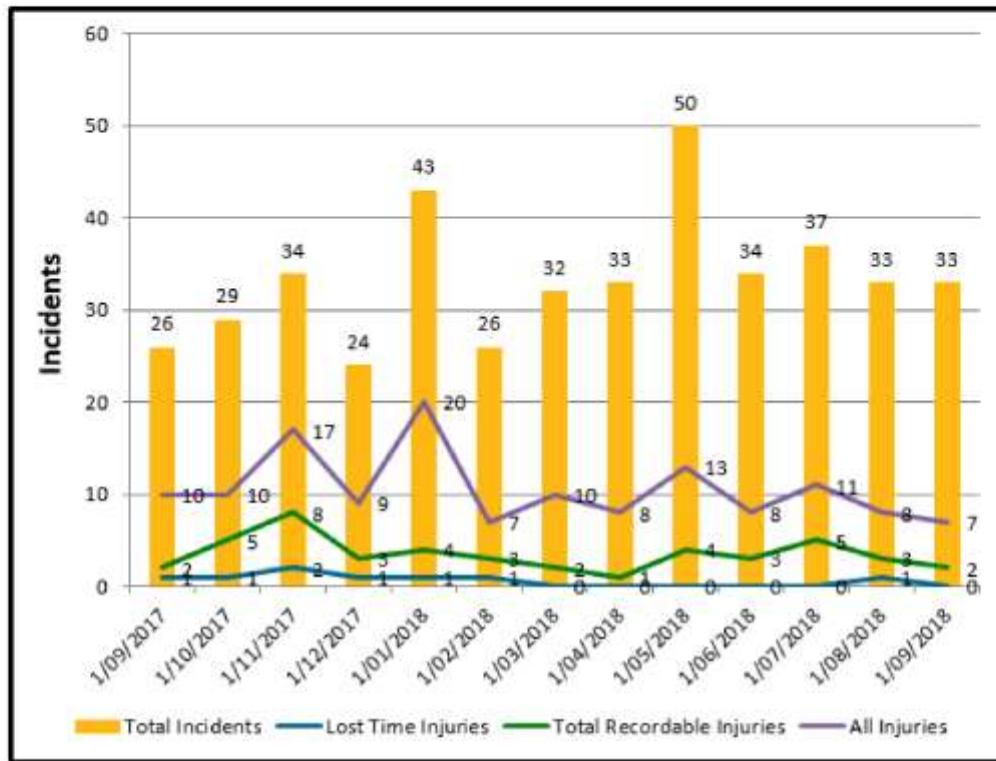
Department	CAs Outstanding (not yet due)	CAs Overdue				% of active CA's overdue
		<30 days	30-60 days	>60 days	>12 months	
Capital Works	0	0	0	0	0	0
Community & Client Services	30	1	0	0	0	3%
Organisational Services	15	0	0	0	0	0
Development Services	23	2	0	0	0	8%
Engineering & Commercial Infrastructure	6	0	0	0	0	0
Mackay Regional Council	74	3	0	0	0	4%

This table above the corrective actions which are:

- Outstanding – that is active actions which are not yet due; and
- Overdue – that is active actions not completed by the 'action due date'.

1.3 LAG INDICATORS

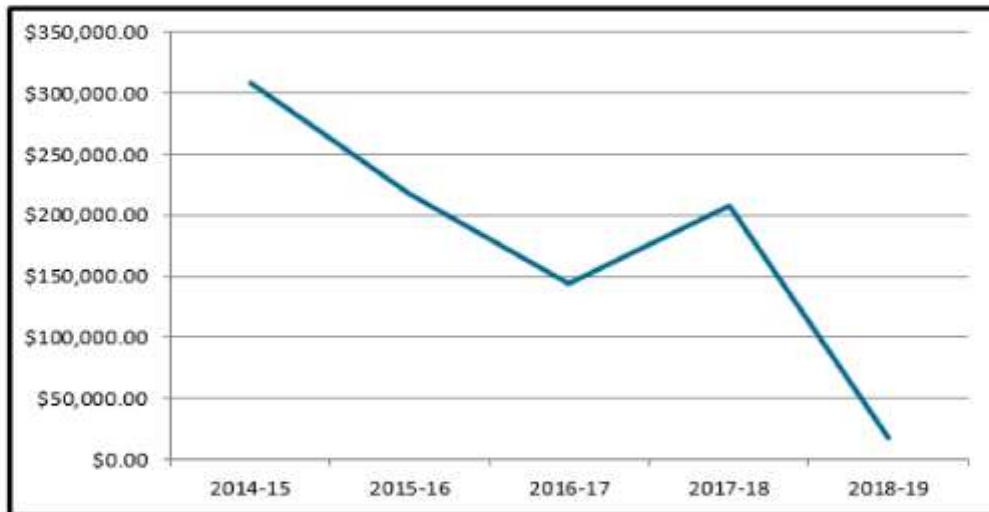
Incidents and Injuries



103 incidents were reported during the quarter. Twenty-six incidents resulted in an injury to a MRC employee.

One LTI was recorded during the quarter:

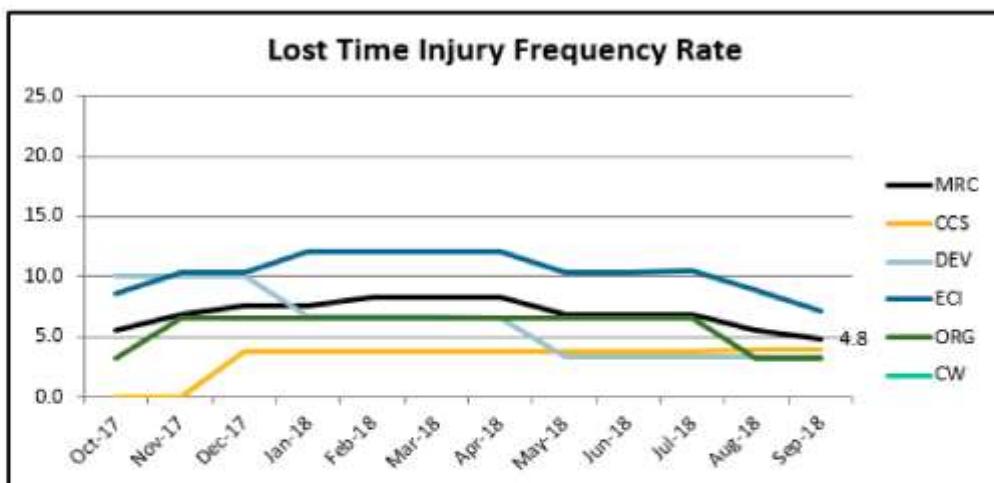
- While removing a guide post, a worker felt pain in the groin area, later identified as a hernia. Following surgery, nine days were lost in August. A further 5 days were lost in September as the worker recovered.
- Other injuries included minor strains and sprains, bites and stings, and lacerations.
- Incidents resulting in asset damage included: vehicle accidents, minor property damage, damage to underground services.
- The number and type being reported is indicative of a positive incident reporting culture.

Workers Compensation Claims Costs

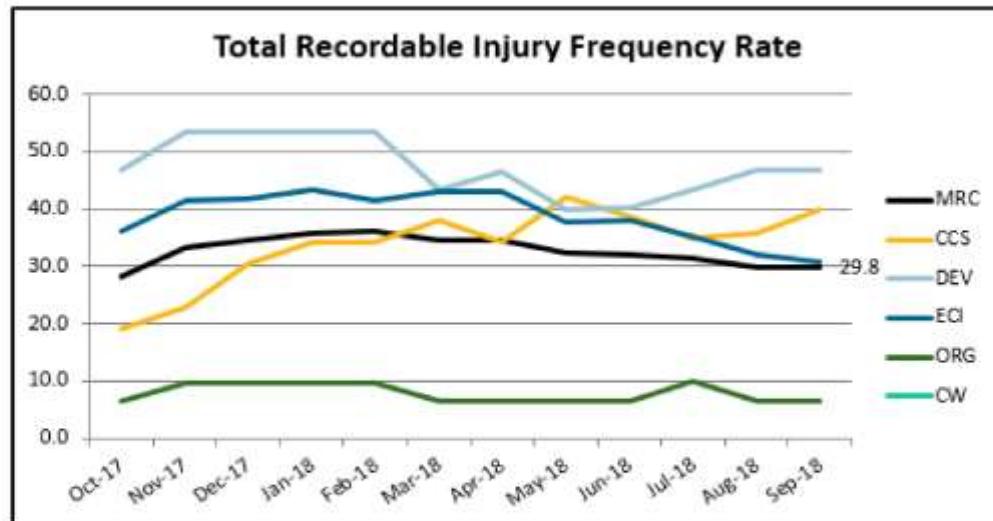
This graph depicts the total worker's compensation claim costs over five years.

Claim costs are payments made in relation to accepted claims. This includes compensation payouts and medical costs and expenses relating to claims.

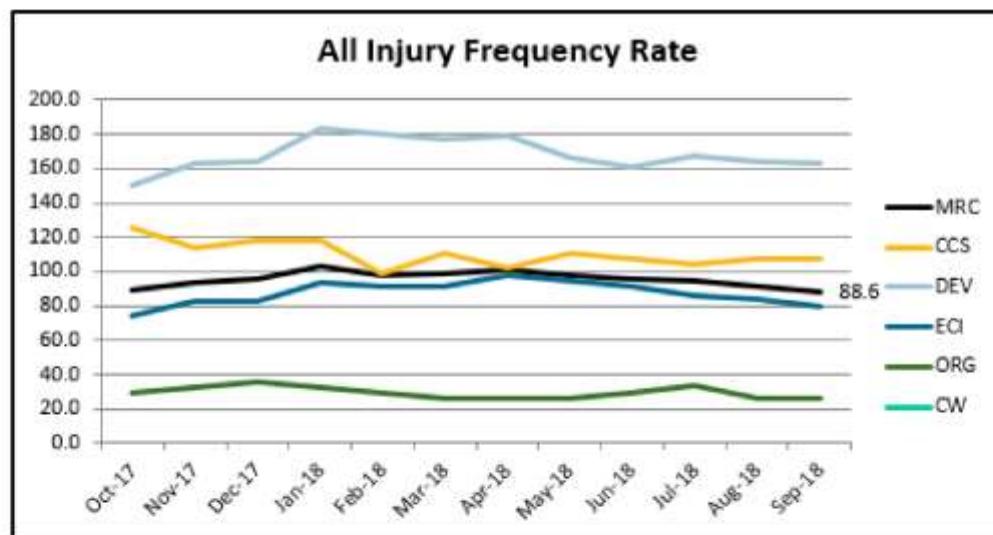
The costs of claims are a factor in determine MRC's workers compensation premium.

Injury Frequency Rates 12 month rolling average

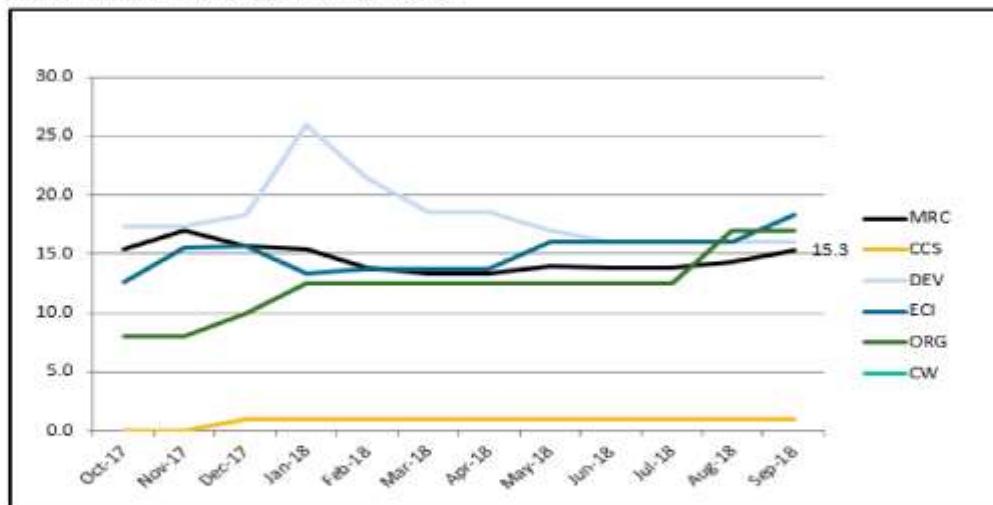
One LTI was reported during the quarter.



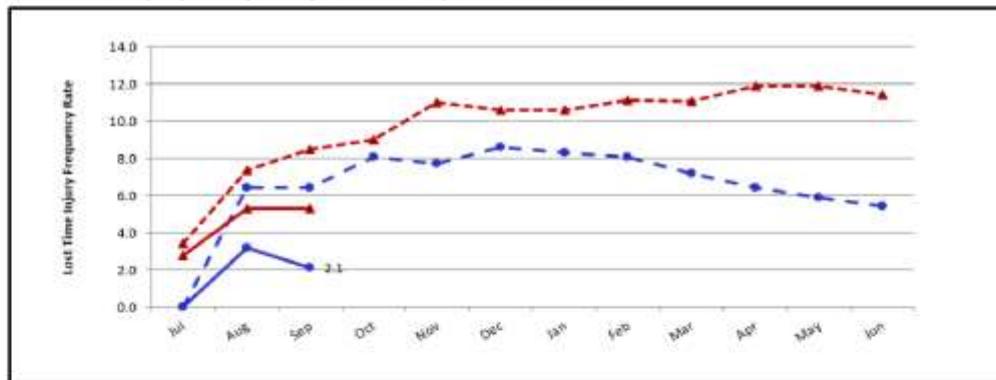
Ten recordable injuries were reported during the quarter.



During the quarter, there were 26 incidents which resulted in an injury to a MRC employee.

Duration Rates 12 month rolling average


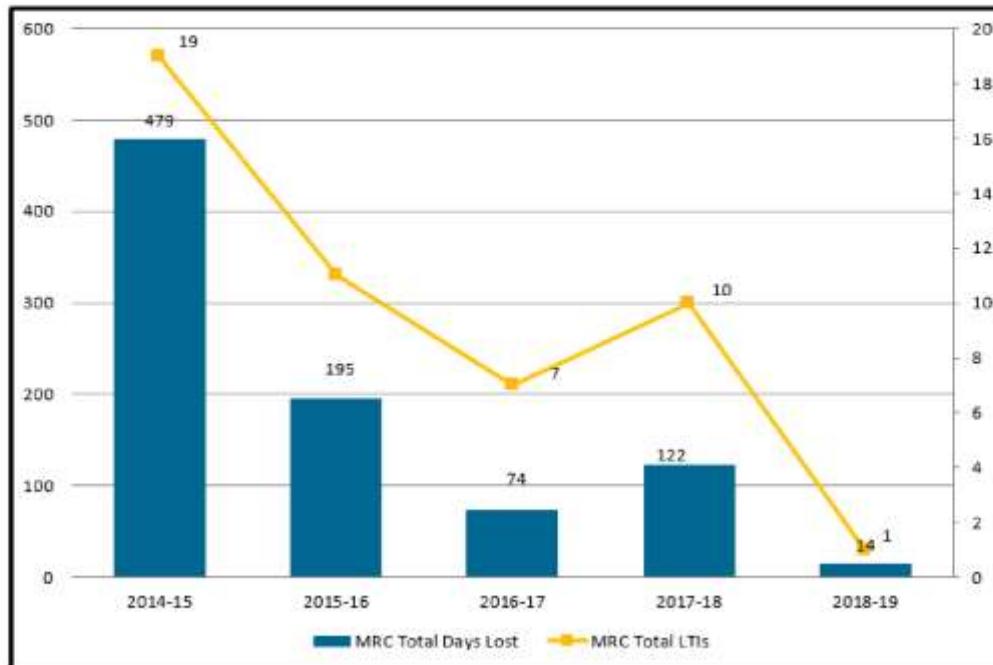
This graph shows the relative severity of injuries as represented by the average of days lost for each lost time injury. It is calculated by dividing the number of days lost by the number of LTIs over a rolling 12-month period.

Lost Time Injury Frequency Rate Comparison 2017-18

Legend

MRC	This year	
	Last year	
All Group E Councils	This year	
	Last year	

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

As at 27 September 2018, MRC had recorded one LTI. This has resulted in a LTI frequency rate of 2.1, which is below the All Group E Councils rate and MRC's rate at the same time last year.

Lost Time Injuries and Days Lost


Department	2014-15		2015-16		2016-17		2017-18		2018-19	
	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
Capital Works										
Community & Client Services	1	11	2	4	3	6	1	1		
Organisational Services			1	4			2	25		
Development Services	4	164	3	29	3	55	1	13		
Engineering & Commercial Infrastructure	14	304	5	158	1	13	6	83	1	14
Mackay Regional Council	19	479	11	195	7	74	10	122	1	14

For the 2018-19 year, one lost time injury has been recorded:

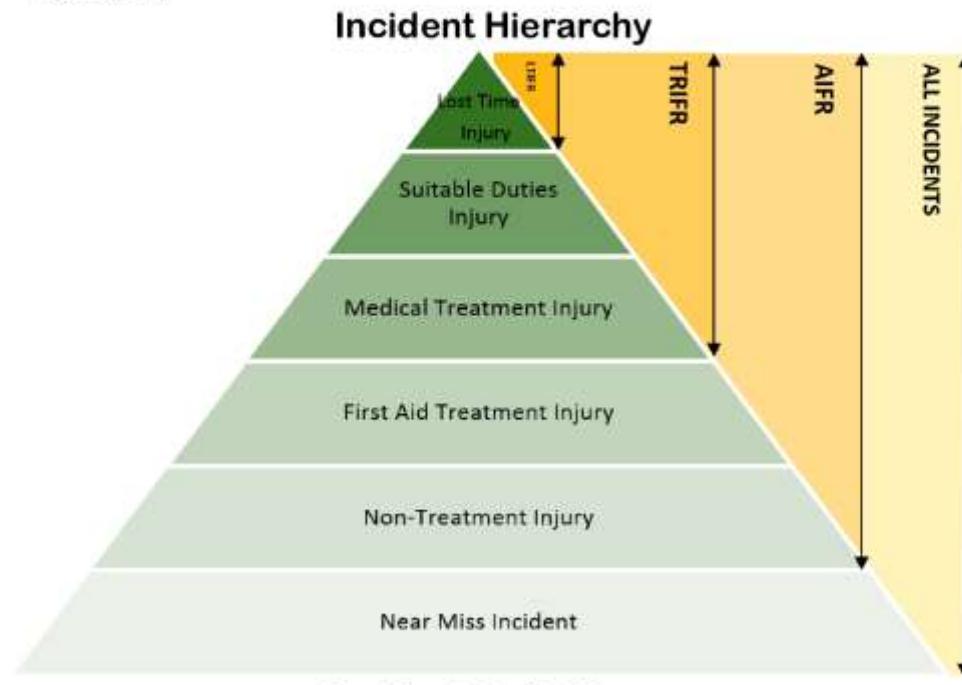
- While removing a guide post, a worker felt pain in the groin area, later identified as a hernia. Following surgery, nine days were lost in August. A further 5 days were lost in September as the worker recovered.

Historic LTI data for the Programs which have moved Departments, from Engineering and Commercial Infrastructure (ECI) to Capital Works, will continue to be reported within ECI. Future LTIs, should they occur, will be included within the Capital Works Department.

WHS Incident Summary

Department / Program	Incident Data (1 st Quarter)							Incident History/ 2017-18 financial year (YTD)						
	LTI	TRI	All Injury	Near Miss	AD	NSM	Total Incidents	LTI	TRI	All Injury	Near Miss	AD	NSM	Total Incidents
Capital Works	CW Management													
	Major Projects													
	Transport & Infra		1	3	1		5				1	3	1	5
	Water & Sewerage					1	1					1	1	
Total			1	3	2	3				1	3	2	3	
Community & Client Services	CCS Management													
	Corporate Comm.													
	Community Lifestyle	1	3	1	3	7	14		1	3	1	3	7	14
	MECC & Events	1	1	1		2	4		1	1	1		2	4
	Emergency Management.													
	Health & Reg			1	1		2				1	1		2
Total		2	4	3	4	9	20		2	4	3	4	9	20
Development Services	DEV Management													
	Development Eng													
	Development Ass		1				1			1				1
	Parks	4	12	2	10	2	28		4	12	2	10	2	28
	Strategic Planning													
Economic Dev			1		2		3			1		2		3
Total		4	14	2	12	2	30		4	14	2	12	2	30
Engineering & Commercial Infrastructure	ECI Management													
	Technical Services			1			1				1			1
	Civil Operations	1	2	5	1	15		21	1	2	5	1	15	
	Business Services													
	Waste Services						13	13					13	13
	Water Network	1	2	1	1	1	5		1	2	1	1	1	5
	Planning & Sust													
	Water Treatment													
Total		1	3	7	3	16	14	40	1	3	7	3	16	14
Organisational Services	ORG Management													
	Asset Management													
	Financial Services													
	Shared Services			1			1				1			1
	Procurement & Plant	1	1				1		1	1				1
	Property Services				1		2	3			1		2	3
	Governance & Safety					2		2				2		2
	People & Culture													
Office of the Mayor & CEO														
Total		1	1	2	2	2	7		1	1	2	2	2	7

1.4 Definitions

**Incident Definitions**

Incident	Definition
Lost Time Injury (LTI)	Any unplanned event resulting in, or having a potential for injury or ill health.
Suitable Duties Injury (SDI)	A work injury that results in a fatality, or an inability to work at least one full day / shift or part of a day / shift, any time after the day / shift in which the injury occurred. As determined by the treating doctor.
Medical Treatment Injury (MTI)	A work injury that results in an injured worker remaining in the workplace, but not being able to return to their normal duties on the next day or scheduled shift. Work is undertaken, subject to restrictions, as determined by the treating doctor.
First Aid Treatment Injury (FAI)	A work injury that results in an injured worker being treated by a qualified health professional e.g. doctor, nurse, physiotherapist.
Non-Treatment Injury	A work injury which did not require treatment by a first aider or health professional e.g. doctor.
Near Miss incident (NM)	An incident that could have or had the potential to cause injury or loss.

Recordable Injury (RI)	Incidents that result in a LTI, SDI and MTI.
Lost time injury frequency rate (LTIFR)	The number of lost-time injuries per million hours worked. Calculated as follows: $\frac{\text{No of LTI} \times 1,000,000}{\text{total hours worked during period}}$
Total Recordable Injury Frequency Rate (TRIFR)	The number of recordable injuries per million hours worked. Calculated as follows: $\frac{\text{No of RI} \times 1,000,000}{\text{total hours worked during period}}$
All Injury Frequency Rate (AIFR)	The sum of RIs and FAIs per million hours worked. Calculated as follows: $\frac{\text{No of injuries} \times 1,000,000}{\text{total hours worked during period}}$

Notifiable Incident	Incidents that are notifiable to Workplace Health and Safety QLD (WHSQ). Includes an incident that results in the death, serious injury, or serious illness of a person, or involves a dangerous incident.
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KEY INITIATIVES

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

2.1. Summary of key projects and initiatives

Strategy	Action	Measure	Start Date	Est Complete Date	Status	Comments
People & Culture	Implement industry-leading people management practices including recruitment, training and development, performance management, and workforce planning.	<ul style="list-style-type: none"> Implement a plan for the use of workforce planning, succession planning and talent management tools and framework Reshape the Council approach to recruitment and selection to improve the quality of successful candidates Assess the Human Resource Information System functionality and review processes to provide a platform for accurate, relevant and easily trackable employee information for better people management decision making 	Jul 18	May 18	Green	Continuation of work commenced in 17/18 is progressing
Financial Governance	<p>Meet or better 18/19 budget targets for operational and capital. Ensure LTFF data and information is sustainable and accurate.</p> <ul style="list-style-type: none"> Ensure revenue and costs are as per budget or better. Embed Continuous improvement culture with initiatives such as First principles review of Council operations Improve accuracy of LTFF forecasts to ensure minimal increases for ratepayers into future with sustainable outcomes. Undertake a rates review of all rating categories 	<ul style="list-style-type: none"> Meet business budget target. Stretch target to achieve/exceed full year budget Identify > 30 cost saving initiatives for year that can be reviewed as part of 19/20 budget. Review and optimise LTFF with greater accuracy on future capital forecasts. Initial review undertaken by Nov 18 and discussed with Council. Further work then to 	Jul 18	Jun 19	Green	Budget is for a surplus of ~\$500K for year. No issues to date after September. Reforecast will occur in late October with no major issues expected.
			Jul 18	May 19	Green	Allocation of areas of focus has occurred with scope of work to be finalised in next month.
			Jul 18	Jun 19	Green	LTFF Working Group will continue with increased focus and allocation of areas of priority to occur.
			Jul 18	Nov 18 (stage 1)	Green	Initial Council briefing session undertaken to set parameters, with a follow-

Strategy	Action	Measure	Start Date	Est Complete Date	Status	Comments
		prepare for 19/20 budget inclusions.				up briefing scheduled during October
Capital Delivery Improve capital delivery and associated planning outcomes efficiency	Deliver the capital works program for 18/19 as planned and introduce future years planning structure and review.	<ul style="list-style-type: none"> • Percentage of the capital works program including carry-overs completed against the original budget including carry-overs considering scope changes, contingency and project savings and new or deferred projects – 90% • Implement new capital delivery structure with improved delivery outcomes. • Implement project planning processes and structure for identification and works for future years (years 2 and beyond from current) capital programs 	Jul 18	Jun 19	●	Tracking to plan after three months
			Jul 18	Mar 19	●	Recruitment of new roles in new structure commenced. Changes made to structure internal also commenced.
			Jul 18	Jun 19	●	Discussions on way forward commenced to identify potential projects for discussion with Council in November
Improved asset Management	<ul style="list-style-type: none"> • Ensure that asset management aligns to the council's strategic direction and that effective asset management practices are in place to optimise the use of council's assets required to deliver services to the community. • Provide oversight and strategic guidance to ensure that assets, property and plant are managed appropriate to the required service delivery standards. 	<ul style="list-style-type: none"> • New and revised asset management systems and structure to support are implemented and operational • A detailed Asset management strategy and action plan be finalised • Maintenance management activities are transitioned into the corporate Asset Management System 	Jul 17	Jun 19	●	Further working group has been setup
			Jul 18	Jun 19	●	Nearing completion of a planned way forward that will be discussed with Council before end of 2018
			2017	Dec 18	●	Well advanced
Environmental Sustainability	Promote sustainable practices and respond to climate	Complete the renewable energy solar initiative	Jul 17	Mar 19	●	Fist 6 sites will have installation started from mid-October. Remaining



Office of the Mayor and CEO
Monthly Review > October 2018

Strategy	Action	Measure	Start Date	Est Complete Date	Status	Comments
	change in council's operations.	project on budget and on time.				sites then be completed by early 2019.
Disaster Preparedness Build community preparedness and responsiveness to emergencies and natural disasters.	Develop and implement a Disaster Communications Working Group Action Plan to improve disaster communications in response to the Disaster Communications Review	<ul style="list-style-type: none"> Complete all 2018/19 Disaster Communications Working Group action outcomes 	Jul 18	Jun 19	●	Tracking to plan
	Develop a Community led SES Management Template	<ul style="list-style-type: none"> Complete SES Strategic Directions Group trial as per agreed MRC/QFES actions and agree future way forward. 	Nov 17	Mar 19	●	6-month trial review complete with modified Terms of Reference finalised, including addition of extra committee members. First meeting of expanded group held in September
Environment	Increase recycling and reuse by diverting waste from landfill and raising community awareness to reduce the costs of providing waste services, gain the economic advantages pf producing material for reuse and reducing the impact on the environment	<ul style="list-style-type: none"> Monitor and report the impacts of the current change to markets and government policy on MRC's recycling service. Develop and agreed strategy on way forward. 	Jul 18	Jun 19	●	Operator meeting targets for sale of products. Manager of Waste Services was involved in a LGAQ overseas tour and he will provide feedback to Council and GWCoM by end of October. We are working with some proponents on understanding options in this space as well.
Community Pride	Provide a Strategic volunteer program delivering a range of opportunities for residents to contribute to the development of their community through volunteering	<ul style="list-style-type: none"> Implement the recommendations of the review of management and administration of our volunteers 	Jul 18	Jun 19	●	Scoping of review areas and plan is being developed

2.2. Summary of key projects and initiatives – Key Capital Projects

Strategy	Action	Measure	Start Date	Est. Complete Date	Status	Comments
Economy – Activation of the Mackay Waterfront	<ul style="list-style-type: none"> • Work in Partnership with the community, government agencies and other stakeholders to deliver an urban waterfront Priority Development Area (PDA) • Enhance the aesthetic and recreational aspects of the Pioneer River and Binnington Esplanade. 	<ul style="list-style-type: none"> • Prepare the Mackay Waterfront PDA Development Scheme and continue with concept designs and development facilitation in the PDA area. • Complete Queens Park and BWL State funding (\$8.8M) project by Dec 2019 	2017	Jun 19	●	<p>Development scheme tracking to plan</p> <p>Progression of key design focus on track including review of current development applications etc.</p> <p>Funding agreement with State completed. Scope generally agreed with more detailed costings being developed. Some outstanding information to be provided to Council on some areas of concern raised at briefing.</p>
Mackay Regional Sports Precinct	Complete Project and appoint Operators	<ul style="list-style-type: none"> • Commence construction of new sports precinct prior to December 2017 with final completion achieved by Feb 2019. 	Jan 17	Feb 19	●	<p>Project running to plan and budget with on-site works well advanced. On track for completion February 2019. A Project Steering Advisory Group being established, and Council have approved new operator contract</p>
The Sugar Bowl	Complete project	<ul style="list-style-type: none"> • Complete project on time and on budget. 	Mar 18	Sep 18	●	<p>Project completed, with official opening 21 September.</p>
Camilleri Street Park Upgrade	Advocate, seek funding, commence works and complete key projects linked to the promotion and liveability of the Mackay region	<ul style="list-style-type: none"> • Finalise work scope and deliver first stage of Park upgrade as per approved funding 	Jul 18	Jun 19	●	<p>Scope nearing finalisation with detailed design commenced of several areas.</p> <p>Funding agreement signed</p>
Resource Centre of Excellence	Advocate, seek funding, commence works and complete key projects linked to the promotion and liveability of the Mackay region	<ul style="list-style-type: none"> • Funding approval for \$3.6M received from State government in late 2017 and to be constructed and operational by Dec 2019. 	Mar 18	Dec 19	●	<p>Business case finalised with scope and land options being reviewed following briefing to Council.</p> <p>Likely additional funding will be required to complete subject to final business case details.</p>
Works for Queensland	Plan for delivery of public infrastructure and services to match the needs of our changing population	<ul style="list-style-type: none"> • Complete identified and approved projects under the Works for Queensland (W4Q) 	Nov 17	Jun 19	●	<p>Identified projects for completion on track.</p> <p>Briefing to Council during September on clarification of projects</p>

Strategy	Action	Measure	Start Date	Est Complete Date	Status	Comments
	Identify and complete initial planning and costing detail for the State approved 2019-2021 W4Q funding from 2019 onwards	2-17-19 funding program <ul style="list-style-type: none">• Identify projects for completion	Dec 18	May 19	●	Yet to commence and will form part of 2019/20 capital budget discussions
Shovel ready Projects	Develop key projects to Shovel Ready status	<ul style="list-style-type: none">• Nine key projects have been identified by Council for development to shovel ready status in 2018/19				
		Northern Beaches Community Hub	May 17	Jun 19	●	Briefing to Council scheduled for November
		Sarina CBD Revitalisation	2017	Jun 19	●	Business Case being developed for road funding application to State/Federal as priority
		Mountain Biking	2017	Jun 19	●	Briefing to Council on draft Strategy during September. Agreed way forward with focus on Pioneer Valley option to be progressed as high priority
		Aquatic Facilities/Wave Pool	2017	Jun 19	●	Briefing to Council of draft strategy, with public consultation commenced
		New Mackay Animal Facility	2018	Jun 19	●	Currently building off initial concept design work and identifying scope and costs options and operating model options.
		Driver Education Facility	2018	Jun 19	●	Business case completed. Initial Briefing to council held in July with follow-up actions to work with third party progressing
		Mirani Heritage Precinct	Mar 18	Jun 19	●	Initial focus was on high level pre-concept only. Focus currently on more

Strategy	Action	Measure	Start Date	Est Complete Date	Status	Comments
		Sarina Sugar Shed Business Analysis	Jul 18	Jun 19	●	detailed scoping and concept design to estimate a cost.
		Brewers park Masterplan	Jul 18	Jun 19	●	Little work done to-date. Collecting previous data on future options and current operations with aim to define agreed scope in next 2 months of review.
					●	Agreed to reinvigorate Brewers Park action group and will review previous Masterplan as first step to ensure accurate.

2.3. Summary of key projects and initiatives – Key Economic Stimulus/Liveability Initiatives

Strategy	Action	Measure	Start Date	Est Complete Date	Status	Comments
Regional Identity	Working Together with Neighbouring Councils Maximise the opportunities through active participation in the Greater Whitsunday Region of Mayors to build strategic alliances, advocate on regional priorities and collaborate to capitalise on opportunities for joint cost savings and improve service delivery	• Number of active/successful ventures through NAS or other mechanisms of 6	Jul 18	Jun 19	●	Current initiatives include shared funding for representative to LGAQ international waste study tour, WIM Alliance and planning for joint deputations
Economy/Tourism	Support for Key Stakeholder organisations	Support and continue to work closely with: - GW3 - MTL - RIN - RDA	Jul 18	Jun 19	●	Agreed to support through funding GW3 for next 12 months. Agreed with MTL to have a second site at BWL with project scope and timelines being finalised. Aiming for operations at BWL to occur by mid-2019
Economy – Partnerships for a diversified Economy	• Champion the growth of globally competitive local industries by working with industry stakeholders. • Support the economic development and	• Develop an updated Mackay Region Economic Strategy 2020 – 2025. • Identify opportunities to attract co-	Nov 18 Jul 18	Jun 19 Jun 19	● ●	Little work completed to-date Working through agreed list of regional projects



Office of the Mayor and CEO
Monthly Review > October 2018

Strategy	Action	Measure	Start Date	Est Complete Date	Status	Comments
	viability of the Region by implementing the Mackay Regional Council Economic Development Strategy 2015 – 2020 in partnership with key stakeholders.	investment in regional priorities and strategies from State and Federal Governments and the private sector through Strategic partnerships				(below) and MRC shovel ready projects: - Biosecurity Focus - Cyclone Shelter options - Mackay Ring Road stages 2/3 - Support for Universities - Bio products and bio-fuel initiatives
	Qantas Regional Flight Academy	<ul style="list-style-type: none"> • Mackay submitted an EOI to home the Qantas Regional Flight Academy. Mackay is in the final 9 cities. 	Jun 18	Jun 19	●	Toowoomba announced during September as the first appointed site. Work continues to secure remaining 2 nd site.
Liveability/ promotion of region	Advocate, seek funding, commence works and complete key projects linked to the promotion and liveability of the Mackay region	Recreational Fishing Strategy	2018	Jun 19	●	Heavy focus on fishing infrastructure currently with other strategy outcomes being developed. Funding under Federal BBRF unsuccessful. Briefing occurred in August to Council. Further actions around Strategy being developed including additional lighting and CCTV works to be carried out on some boat ramps

● On Track

○ Potential Issues

● Definite Issue

2.4. Cyclone Debbie Update

Category B

The detailed designs for the proposed restoration works for landslips on Mt Blackwood Access Road, Chelmans Road & Dairymple Road are being finalised. Construction on Mt Blackwood Access Road will commence in early October and on the other roads, under one contract, in November.

The grading and graveling of the damaged sections of the unsealed road network is continuing with approximately 80% of the works complete at the end of September. These works are being undertaken in conjunction with normal maintenance and Works for Queensland works. Other restoration works are progressing.

The detailed design for the Clews Road floodway is nearing completion. The permit approval from Department of Fisheries & Agriculture has been received. It is proposed to commence construction in late October 2018 after the completion of Graham Road.

Category D & Resilience

The Graham Road culvert replacement project commenced in mid-August with completion expected in mid to late October.

The sand nourishment at Grasstree Beach and Seaforth North & South have been completed and the revegetation works has been undertaken and are being maintained during the establishment period. Other minor works have been undertaken at Ball Bay and are proposed to be undertaken at Cape Hillsborough in October.

The design of the major restoration beach works, to pre STC Debbie condition, at Midge Point and at Lamberts Beach has been completed. The construction of the Midge Point geobag wall will commence in early October with completion in December 2018.

The beach nourishment studies to support the funding for Midge Point (\$2.59M) and Lamberts Beach (\$1.73M) have been received from AECOM for review by Council and the Dept. of Environment & Science (DES) and have been accepted by QRA. The tenders for the Midge Point and Lamberts Beach sand nourishment projects will be called in early October 2018.

The detailed design of the St Helens Beach groyne project (\$0.24M) commenced in late September together with the preparation of the necessary permit. It is anticipated that works will be undertaken in December 2018.

GREATER WHITSUNDAY COUNCILS OF MAYORS (GWCoM'S)

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

Joint group in conjunction with the Councils of Isaac and Whitsunday.

Membership involves the Mayor and CEO of each of the three (3) Councils, supported by various staff from applicable Councils.

A CEO's Group has been established as part of the GWCoM's. The intent of this group is to handle the more Council 'business' matters and look for possible synergies between Councils at CEO level and allowing focus on higher level and strategic issues for the region by the wider group. With periods of leave for key attendees, the last meeting was held on Friday 3rd August.

With bi-monthly meetings, the last GWCoM's meeting was held in Mackay on 16 August, and the next scheduled for 11 October.

The highlight for the period was the attendance of a joint funded delegate to the LGAQ's international waste study tour, with the information gathered to be made available to each of the Council's.

Next Stages

The schedule for GWCoM's meetings has been set for 2018 with the next meeting listed for 11 October 2018 to be held in Mackay.



Capital Works Monthly Review

September 2018



OVERVIEW	3
SAFETY	4
1.1. Incidents and Injuries	4
1.2. Lost time Injuries & Days Lost	5
CAPITAL PROJECT UPDATES	6
2.1. Capital Summary Report	6
2.2. Financial Performance	6
2.3. Capital Projects Status	8
2.4. Key Contracts Approved for September	9
MAJOR PROJECT UPDATES	10
3.1. The Sugar Bowl (Mackay Skate and Wheeled Sports Plaza) - Norris Road Skate Park	10
3.2. Mackay Regional Sports Precinct	13
ROADS & TRANSPORT PROJECT UPDATES	16
4.1. Camilleris Road Causeway Reconstruction	16
4.2. Bakers Creek Ferris Gully Ch 3350-4200 Landscaping Works	18
WATER & SEWERAGE PROJECT UPDATES	20
5.1. 60080-rwi-New Eton Bore	20
5.2. Mirani STP Effluent Storage Expansion	22



OVERVIEW

This report is for Capital Works Department activities during the month of September 2018. Significant items in this period include:

- The safety of our staff, contractors and the public continues to be our top priority. In September we recorded two minor incidents. Both incidents relate to asset damage, firstly a broken window on a drum roller and the second for a Telstra cable strike. Again, this is a great result and testament to the line managers and teams driving a safety-first culture.
- For the month of September \$11.2M of work was completed. YTD expenditure is \$28.0M against a YTD forecast of \$28.9M representing a 97% completion rate. The main driver for the underspend relates to the procurement of plant (\$0.42M) and minor delays to the resurfacing program \$0.25M. The current underspend is recoverable and there are currently no known risks to the program.
- The Sugar Bowl Mackay skate park was officially opened and has hosted its first successful event. The Sugar Bowl has proved very popular and is a great asset to the Mackay Community.
- The Mackay Regional Sports Precinct continues to progress well and is now ~ 75% complete with the track nearing completion and the pool tiling underway on all three pools.

A handwritten signature in blue ink that appears to read "Stewart Furness".

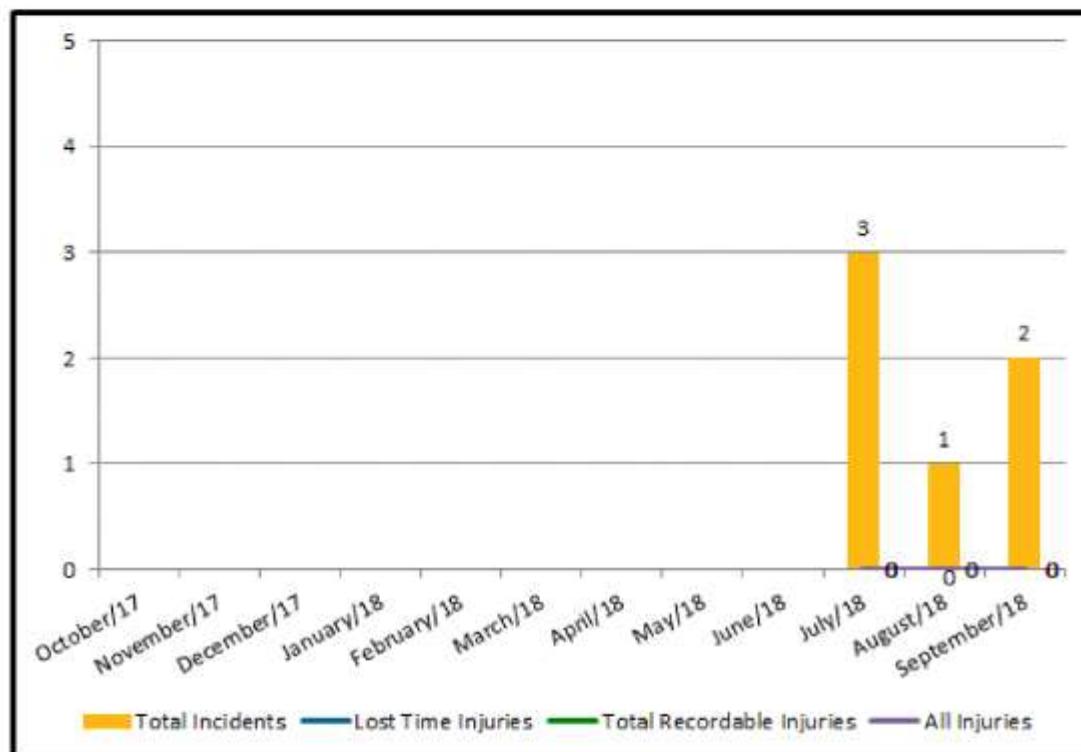
Stewart Furness
Director Capital Works



SAFETY

1.1. Incidents and Injuries

The incident statistic details a summary of the Capital Works safety incident performance. Capital Works aspires to achieve zero harm with a stretch target of zero injuries.



September 2018 Summary:

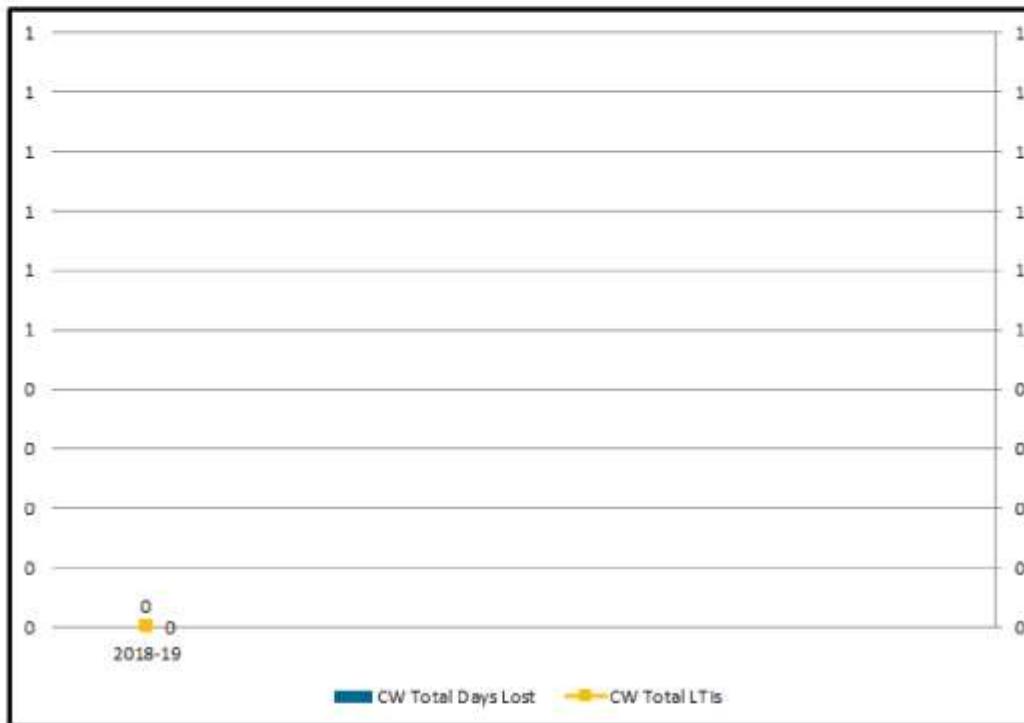
No. of Incidents	Mechanism of injury	Injury Type
2	Vehicle Incident	Asset Damage



Capital Works
Monthly Review > September 2018

1.2. Lost time Injuries & Days Lost

Capital Works aspires to achieve zero Lost Time Injuries by improving safety performance by developing a proactive safety culture and implementing best practice safety management across all business areas



September 2018 Summary:

Two (2) incidents were reported during September 2018, firstly for a broken window on a drum roller and the second for a Contractor cutting a service cable. For the 2018/2019 year to date, there have been no Lost Time Injuries.

Department	2018-19					
	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
Contract Management						
Major Projects						
Project Management Office						
Transport & Infrastructure Projects						
Water & Sewerage Projects						
Capital Works Total						

CAPITAL PROJECT UPDATES

2.1. Capital Summary Report

As we move through a new financial year, the delivery of the 2018/19 capital program remains a significant focus of Council. The following capital information provides a financial summary of the status of delivery against our baselined budget position. The original budget was adopted by Council in July. This was amended in August to take into account carryovers. Other adjustments were also taken up and included in the amended budget. Further adjustments to the budget will be identified and presented to Council as part of the September budget review. This will include deferrals, identified savings, project adjustments and proposed new projects.

The 2018/19 capital works program is made up of a total of 426 projects with a current approved budget of \$144.9M. Delivery for the capital program is on track with 97% of the forecast spend for the month being incurred.

2.2. Financial Performance

The table below summarises the year to date financial summary for the 2018/19 Capital program.

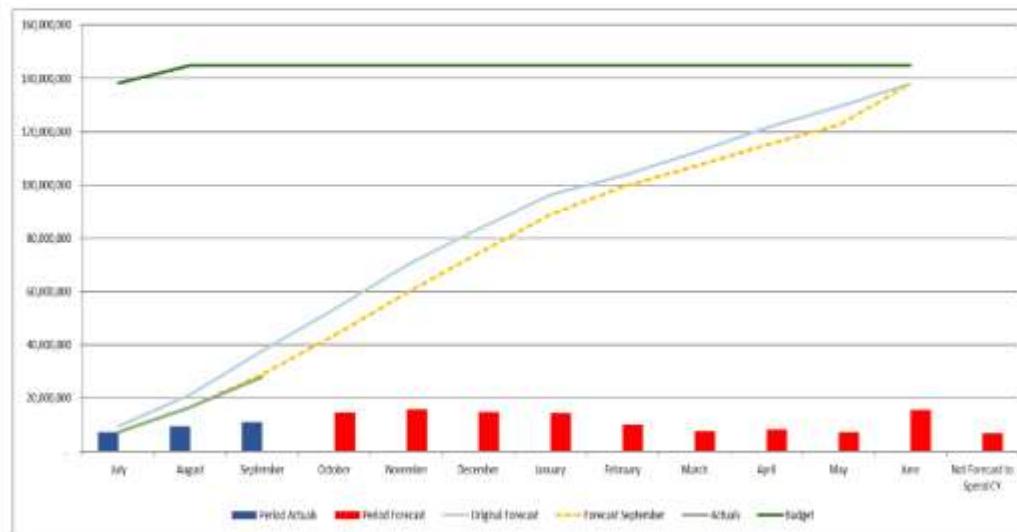
Department	Capital Projects Expenditure 2018/19						% Spent of Forecast	% Spent of Approved Budget
	Original Budget (inc Carryover)	Approved Budget	Current Forecast	FYD Forecast	YTD Actuals			
Major Projects	\$ 51,612,995	\$ 52,595,672	\$ 48,617,853	\$ 13,375,282	\$ 12,835,668	99.98%	24%	
Waste	410,653	694,653	531,951	284,336	189,343	66.59%	27%	
Water	12,320,613	12,475,613	12,850,643	2,422,711	2,290,636	94.55%	18%	
Sewerage	15,967,464	15,967,464	15,799,700	2,532,289	2,433,132	96.08%	15%	
Corporate Revenues and Expenses	2,000,000	2,000,000	2,000,000	0	0	0.00%	0%	
Works For Queensland Round 2 Funding Project	7,126,380	6,971,380	6,197,173	1,733,628	2,064,621	119.09%	30%	
NDRRA	9,339,749	9,339,749	9,516,177	613,477	519,417	84.67%	6%	
Transport and Infrastructure Projects	47,090,654	44,897,303	42,483,786	8,030,170	7,684,931	95.70%	17%	
Total	\$ 146,068,508	\$ 144,941,833	\$ 137,997,283	\$ 28,990,094	\$ 28,017,749	98.85%	19.33%	
Capital Expenditure	137,109,142	136,232,868	129,471,543	28,077,749	27,293,028	97.22%	20.03%	
Operational Expenditure	8,759,366	8,708,966	8,775,490	912,344	724,721	79.44%	8.32%	

The ~\$7M variance between the approved budget and the forecast is made up of the following:

- Deferral of \$5.9M expenditure to next FY for projects that are forecast to not be fully delivered this FY. (Major contributor - Resource Centre of Excellence, Fourways Flood Barrier, Queens Park, North Mackay Lookout).
- Potential savings of \$0.8M from projects under construction or due for construction. The actualisation of these savings will be dependent on the extent of contingency utilised during delivery and will be more refined as delivery of the program continues.
- Savings of \$0.35M identified for completed or nearly completed projects from the "standard" Capital program.
- Savings of \$816,000 from W4Q2 projects. These savings have been reallocated to new projects within the W4Q2 program.

Capital Expenditure Forecast 2018/19

As at 30 September 2018, \$28M of work has been completed against a YTD forecast of \$29M.



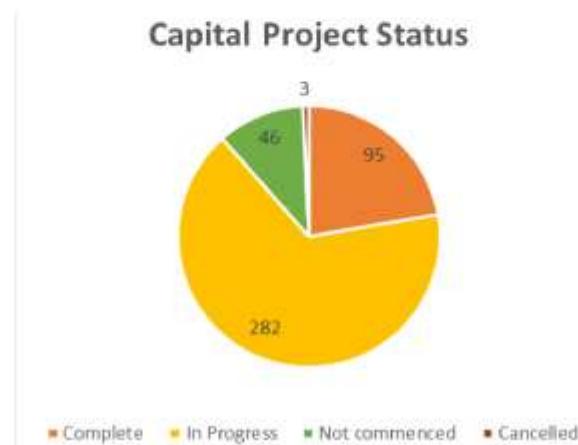
The main variances between actuals and forecast for September are identified in the below table.

Description	Comments	Variance
Plant & Equipment - Replacement Program	Delayed delivery of major plant item. \$400,000 Grader	-\$425,283
Spray Seal Resurfacing Works	Contractor expected to commence late September however this was not achieved as contractor was performing other works. Works now to commence in October	-\$253,782
Mackay Regional Sports Precinct	There have been delays in the commencement of the roofing for the 25m pool roof and carpark. This variance will be recovered in the coming months, with the contractors programme still remaining on track for completion by practical completion.	-\$162,259
Hogan's Pocket Landfill - Cell 3A Restoration	Delays by Principal's contractor SUEZ in reinstating stormwater diversion has caused delays in completion of the cell restoration project. Works now completed end of September. Remaining contract works will commence in October.	-\$94,993
MECC - Fire Systems	Delay in consultancy works which required QFES technical advise, expected these costs to be incurred next month.	-\$93,820

Improvement initiatives / focus areas

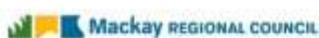
The focus for Capital Works Directorate during September has been on improving the accuracy of the forecasting and establishing the new operating structure for the Capital Works Directorate. Forecasting to actuals for the month has improved to 97% and we will continue to work on this going forward.

The Manager Design and Manager Contracts positions have been advertised with the closing of application early October. Once these applications are received and appointments made further review and consultation will be undertaken with staff.

2.3. Capital Projects Status


The above graph shows the status of capital projects as at the end of September 2018. Please note the completed projects can include projects commenced in prior years which were finalised in July and includes projects with carryover expenditure. The following list identifies the projects marked complete in September.

Description	Budget Approval Year	Total Project Costs
Warland St, Sth Mackay - Open drain lining	2018	\$58,357
Sarina Depot Oil Bund Shed	2018	\$73,056
Beach Access & Signage Upgrades	YEARLY	\$181,195
Pollutant (Gully Pit) Traps Installed in CBD	2019	\$24,250
Gooseponds Aeration	2018	\$99,738
Olfetts Rd, Habana - Road off Alignment	2018	\$15,804
Ferries Terrace reconstruction	2017	\$622,927
Hinton Road Causeway Replacement - 2017 NDRRA Event	FLDMAR17	\$189,686
Blacks Beach Stairs - 2017 NDRRA Event	FLDMAR17	\$60,578
W4Q2 - Bucasia Esplanade Shared Pathway - Stage 3	W4Q2	\$468,621
W4Q2 - Bucasia Esplanade Shared Pathway - Stage 4	W4Q2	\$251,054
Reeves Saunders Rd Floodway Site 310, NDRRA TC Deb 2017	FLDMAR17	\$30,244
Ball Bay Reservoir - Valve Change	2018	\$101,337
WMR Alfred St (Brisbane to Carlyle)	2018	\$286,343
WMR Lambbrook Ct & Alexandria Rd, Alexandra	2018	\$431,947
AWMR Bell St Sarina	2018	\$127,826
SES Shed - Mirani - New Air Conditioning Units	2019AMD	\$13,408
Field of Dreams - Railway Station Visitor Information Centre	2017	\$1,068,670
Vines Ck Bridge Project	2018	\$207,341



2.4. Key Contracts Approved for September

A list of key contracts that have been finalised and approved for the month is given below. In total these contracts are valued at ~ \$2,567,355. There are smaller packages of works (not included below) and ancillary contracts that have also been awarded for the month of September linked to capital.

Contract	Design / Construction	Amount Award (ex GST)	Contractor
MRC 2019-003 Geotextile Sand Container Seawall – Midge Point	Construction	\$982,446	Vassallo Construction Pty Ltd
Quote 2019-013 Bitumen Reseal Program – Stage 3	Construction	\$900,973	Queensland Central Bitumen Pty Ltd
Quote 2019-021 Brewers Road Park Shared footpath	Design	\$56,900	GHD Pty Ltd
Quote 2019-024 Sarina Revitalisation Shovel Ready Project	Design	\$58,800	AECOM Australia Pty Ltd
Quote 2019-025 Jensen's Road Crest Lowering	Design	\$39,500	Tetra Consulting Pty Ltd
Quote 2019-027 Old Shoal Point Road Pathway	Design	\$42,000	Tetra Consulting Pty Ltd
Quote 2019-029 St Helens Beach Groynes Rehabilitation	Design	\$22,450	Premise Mackay Pty Ltd
SQ 2019-009 Construct Concrete works, Concrete footings and artwork - Casey Avenue Roundabout	Construction	\$104,486	Beagle Boys Constructions Pty Ltd
SQ 2019-010 Supply and Installation of Guardrail at Casey Avenue Roundabout	Construction	\$22,600	Ontime Guardrail
SQ 2019-011 Asphalt at Juliet and Casey Roundabout	Construction	\$337,200	Rock N Road Bitumen Pty Ltd
Total		\$2,567,355	

MAJOR PROJECT UPDATES

3.1 The Sugar Bowl (Mackay Skate and Wheeled Sports Plaza) - Norris Road Skate Park

Overview

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

Project Overview

Activity	Delivery	Start Date	Completion Date	Budget	Actual to Date	% Complete
Detailed Design	External	17/07/17	08/01/18	\$75,020	\$75,020	100
Construct	External	19/03/18	20/09/18	\$2,182,980	\$2,111,504*	98
First Major Event – Rumble on the Reef		25/09/18	29/09/18			

*includes projected September claim

Recent Project Activities

- ✓ Completion of all construction activities excepting some minor works and completion of defects list items.
- ✓ Carpark work completed.
- ✓ Official opening of the complex by Federal Member for Dawson, George Christensen MP and Mayor Cr Greg Williamson.



Figure 1 - Aerial view taken mid-September



Figure 2 - Mayor Cr Greg Williamson and Federal Member for Dawson, George Christensen MP, along with Flynn Bushell and Ethan Laval, at the official opening the Sugar Bowl Mackay



Figure 3 - Skatepark activities in action after the official opening



3.2 Mackay Regional Sports Precinct

Overview

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

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

- Stage 1a - Athletics Facility including synthetic surface running track and field event facilities, an associated clubhouse building, 100 lux lighting, car park, path links within site and landscaped surrounds.
- Stage 1b – Aquatic Centre includes a 50-metre outdoor heated pool, 25m heated pool with roof cover, and 15m heated pool with roof cover, reception and amenities buildings, control room for events, lighting infrastructure and carpark.

Project Overview

Activity	Delivery	Start Date	Completion Date	Budget	Actual to date	% Complete
Preliminary Design	External	01/03/17	30/09/17	\$23,798k	\$14,808*	100
Detailed Design	External	13/11/17	01/06/18			100
Construct	External	19/12/17	16/01/19			62
Commissioning	External	04/12/18	Feb 19			0
Projected Facility Opening			Feb 19			0

*includes projected September claim

Recent Project Activities

- ✓ Athletics Building – Ceiling & partition work complete
- ✓ Athletics Building – External Cladding 85% complete
- ✓ Athletics Inner Track – Turfing complete
- ✓ Athletic Storage Shed – Slab poured
- ✓ Aquatic Change Room – Roofing complete, window & door frames being installed
- ✓ Aquatic Café/Reception – Framing underway, trusses installed ready for sheeting
- ✓ LTS pool – Wall tiling 95% complete
- ✓ Sewer rising main installation 80% complete to CQU pump station
- ✓ CQU Drain practically complete, finishing defects & as constructed documentation



Figure 1 - Athletic Building

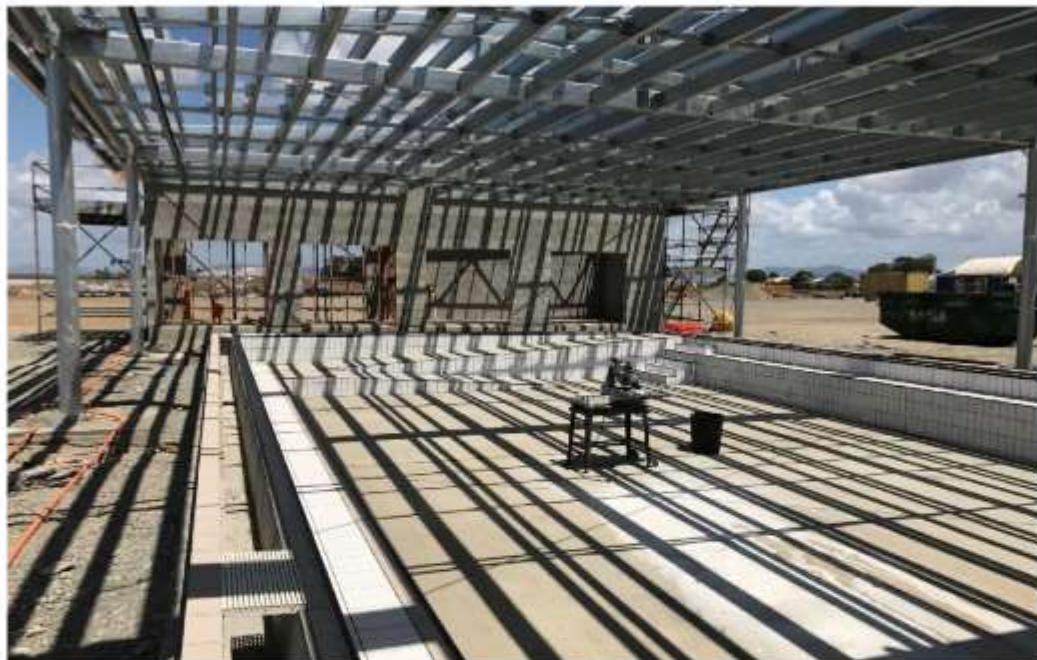
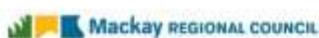


Figure 2 - LTS pool & Storeroom



Figure 3 - Turfed Inner Field



ROADS & TRANSPORT PROJECT UPDATES

4.1 Camilleris Road Causeway Reconstruction

Overview

Camilleris Road Causeways Reconstruction project is funded by Queensland Government's Works for Queensland (Round 2) program. Major project works includes upgrade of two causeways to improve flood immunity and accessibility for the residents living along Camilleris Road.

The driver for the project was direct representations from the residents to Councillors highlighting risk and access restriction during rainfall especially for medical reasons and for picking up their children after schools.

Project Overview

Activity	Delivery	Start Date	End Date	Budget	Actual	% Complete
Design	Internal	01/10/2017	01/03/2018	\$75,000	\$67,000	100%
Construction	External	09/07/2018	30/12/2018	\$1,211,000	\$352,500	29%

Recent Project Activities

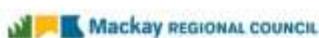
- Traffic diverted to the side tracks.
- Causeways 1 and 2 culverts placement completed.
- Causeways 1 and 2 wingwall and headwall placement completed.
- Installation of fish baffle, nib wall completed.
- Next activities planned- Pavement preparation for concrete causeway in progress. Cut off walls concrete pour preparation in progress. Stabilised pavement subbase and subgrade works planned for the next fortnight.
- Geotech assessment completed and option analysis under progress for additional works on the embankment for Culvert 2.



Figure 1 – Causeway 1 culverts placed and concrete causeway works in progress



Figure 2 – Causeway 2 culverts installed, wingwall/headwall poured.



4.2 Bakers Creek Ferris Gully Ch 3350-4200 Landscaping Works

Overview

Bakers Creek Ferris Gully Ch 3350-4200 Landscaping Works (North of Schmidtkes Road and south of Sports Precinct) project is part of the "Bakers Creek Stockroute Road East" (BCSRE) Catchment Stormwater Trunk Infrastructure. It consists of a low flow open channel stormwater drain designed using the principles of water sensitive urban design (WSUD). Initial works involved the channel excavation and these works are for the landscape/revegetation works as part of the water quality management system.

The project aligns with Council's strategy to address trunk drainage requirements for the ultimate development of the Bakers One Catchment providing an appropriate level of service and flood immunity for land and property during weather events (up to 100-year ARI event).

To facilitate development of the Sports Precinct Council acquired drainage corridors through adjacent land to formalise and construct downstream trunk drainage.

Project Overview

Activity	Delivery	Start Date	End Date	Budget	Actual	% Complete
Design	External	01/03/2016	01/02/2017	\$300,000	\$300,000	100%
Construction (land acquisition, earthworks and drain)	External	09/07/2018	30/12/2018	\$3,880,000	\$4,049,000	100%
Landscaping	External	15/02/2018	15/12/2018	\$2,050,000	\$1,273,500	62%

Recent Project Activities

- Concrete machinery crossings, rock protection and concrete drain lining completed.
- Continuation of placement of jute matting and planting across the various areas of the drain. Different plant species are used at the base of the drain compared to the top of the drain.
- Irrigation system installation works in progress.



Figure 1 – Control line A- Zone A coir matting and planting completed. Sub grade amelioration and coir matting for Zone B completed.



Figure 2 – Control line B Planting and coir matting for Zone E and F completed

WATER & SEWERAGE PROJECT UPDATES

5.1 60080-rwi-New Eton Bore

Overview

Mackay Regional Council (Council) manages water supply schemes for a number of small townships within the region including Eton. These water supply schemes generally consist of raw water drawn from bores, a water pump station, chlorination system, treated water storage and reticulation network.

Following engagement with the Eton community in late 2016 the aesthetic water hardness was identified as a key concern to which Council made a commitment to find a solution. The proposed project works includes a new production bore drilled to access better quality water from a shallow aquifer and direct treatment with raw water being softened with the use of an ion exchange softening process. In addition to this, chemical dosing equipment to bring about PH correction/adjustment will also be installed.

The geotechnical investigations, trial bores and construction of a new production bore were completed in May 2018.

Project Overview

Activity	Delivery	Start Date	Completion Date	Budget	Actual	% Complete
Project Management & Supervision	Internal	1/07/2017	31/06/2019	\$43,615	\$12,394	60%
Internal Design - Bore and Treatment Plant	Internal	1/07/2017	31/07/2018	\$68,809	\$63,709	100%
External Design - Bore and Treatment Plant	External	1/10/2017	21/11/2018	\$132,768	\$132,768	100%
Bore Construction	External	12/02/2018	15/05/2018	\$169,550	\$169,950	100%
Treatment Plant Design and Construct and Commission	External	18/06/2018	21/11/2018	\$647,624	\$346,331	53%

The estimated budget is likely to be exceeded and additional funds are being sought.

Recent Project Activities

- Process design is complete and related equipment is being procured.
- Detailed site layout planning for the associated civil structures is complete.
- The geometric design layout of the all - weather tanker access track is finalised
- Ergon Power Supply upgrade was completed on 8 September 2018

- The manual handling of Salt (25kg bags) used in the Treatment process has been successfully engineered out by implementing an innovative bulk brine storage arrangement with powered mechanical lifting equipment utilised for the brining recharge.



Figure 1 – Existing bore pump station and treatment facility

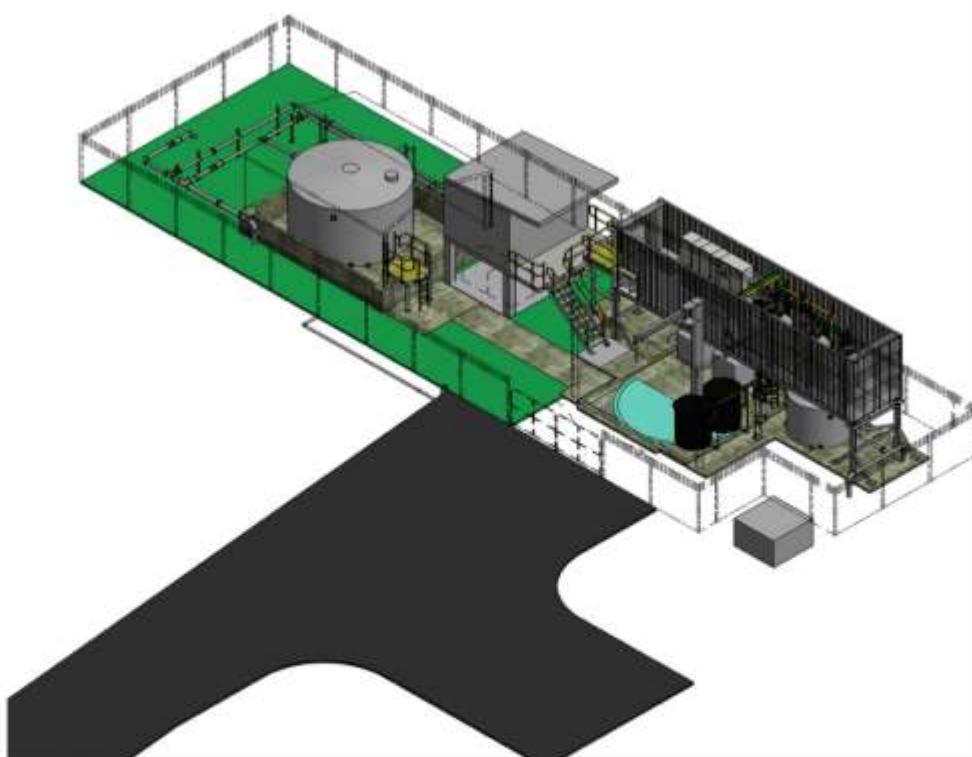


Figure 2 – Detailed Layout Plan



5.2 Mirani STP Effluent Storage Expansion

Overview

License conditions for the Mirani Sewerage Treatment Plant only allow for wet weather discharges from the existing 60ML effluent storage dam when a dilution rate of 5:1 is achieved in the adjacent cane drain – this is generally only when there is a significant rain event. Under current inflow conditions, the 60ML dam frequently reaches capacity due to the restrictions on discharging and the existing recycled water users (the adjacent cane farm and the Pioneer Valley Golf Course) having limited capacity for use. A water balance assessment concluded that, in order to limit the risk of out of license discharges, storage capacity needed to be increased from 60ML to 360ML.

This project is being partly funded by the State Government through the Local Government Grants and Subsidies Program and includes construction of a new 300ML effluent storage dam as well as a transfer pump station at the existing 60ML dam and a pipeline between the two dams.

Project Overview

Activity	Delivery	Start Date	Completion Date (Target)	Budget	Actual	% Complete
Project Management	Internal	01/07/2015	(01/12/2019)	\$221,000	\$145,862	80%
Land Acquisition	Internal	11/10/2016	22/12/2017	\$400,000	\$359,500	100%
Design	External	16/10/2017	19/03/2018	\$115,000	\$146,250	100%
Construction	External	20/06/2018	(22/11/2018)	\$3,206,000	\$1,823,184	65%

\$137,510 has been confirmed as carryover from 17/18 FY.

Recent Project Activities

- 90% of embankment at finished fill height.
- Outlet pipe installation complete under wall footprint.
- Transfer main installation approx. 75% complete.
- Underbore of Mackay Sugar rail complete.
- Supply of rip-rap commenced for the western and northern embankment protection.



Figure 1 – 300ML Dam Latest aerial photo (17/9/18) looking south



Figure 2 – Transfer Main – Pipelaying ongoing (17/9/18)



Community and Client Services Monthly Review 1 - 30 September 2018



Community and Client Services

Monthly Review

September 2018

Contents

1. Highlights of the Month.....	3
2. Workplace Health & Safety	5
3. Council in Community	7
4. Financial Performance - September 2018	8
5. Community Lifestyle	10
5.1 Community Programs.....	10
5.2 Libraries	17
5.3 Artspace Mackay	22
6. Mackay Entertainment & Convention Centre and Events	25
7. Corporate Communications and Marketing	28
8. Emergency Management.....	34
9. Health & Regulatory Services	36

1. Highlights of the Month

PROGRAM	PROJECT	DETAIL
COMMUNITY LIFESTYLE	Kidz Arvo Out	Kidz Arvo Out, a child protection week event, was held in partnership with the Mackay Child Friendly Community Action Group on Friday, September 7. Over 600 people enjoyed a variety of activities, face painting, henna tattooing, food, music, doing drills with the Cutters, and the screening of Little Rascals.
	Rock, Paper, Scissors Art and Design Market	The market took place on Sunday September 16 in the Civic Precinct grounds and was again a resounding success, with approx. 4,500 people attending. 63 local artists, designers and craft makers had stalls.
MECC & EVENTS	The Inaugural Regional Convention of Jehovah's Witness	The Inaugural Regional Convention of Jehovah's Witnesses was well attended with over 700 delegates visiting Mackay from outside the local government area. Event organisers were delighted with the facility and the MECC team's high level of service. This has resulted in a commitment to bring this convention to Mackay Regional annually. They will look to expand to even greater numbers in 2020 and beyond, occupying the entire MECC complex.
	The Association of School Business Administrators	A regional familiarisation conducted last month with The Association of School Business Administrators Queensland has resulted in a confirmation of their 300-delegate conference in May 2020.
CORPORATE COMMUNICATIONS & MARKETING	Opening of the Sugar Bowl	Program was heavily involved in arranging the opening launch of the Sugar Bowl all-wheeled skate plaza. Council Graphic Designer created all colour scheme and logo
	Completion of Emergency Action Guide	Revised document has been completed and designed in-house. Now at printers to be released for summer storm season
	Preparation for Aquatic Facilities Strategy engagement	Extensive preparation work conducted during month to prepare engagement plan for draft Aquatic Facility Strategy.

EMERGENCY MANAGEMENT	Local Disaster Coordinator Centre Structure	Work has commenced on reviewing the Local Disaster Coordinator Centre Structure
	New Emergency Management Recovery Officer	The Community Development Officer – Recovery is now embedded in the Emergency Management team bringing a more holistic approach to Prevention Preparedness Response Recovery
HEALTH & REGULATORY SERVICES	Pest Management	Officers continue to work hard this month responding to wild dog and pig complaints across the region, assisting land owners with baiting and trapping. This has helped reduce numbers during this period when wild dogs and pigs are highly mobile.
	Responsible Pet Ownership	Officers visited Central State Primary School, Swayneville State Primary School and Pinnacle State Primary School, and delivered information about responsible cat and dog ownership through the PetPEP information sessions to students.



Bridget Mather
Director Community & Client Services.

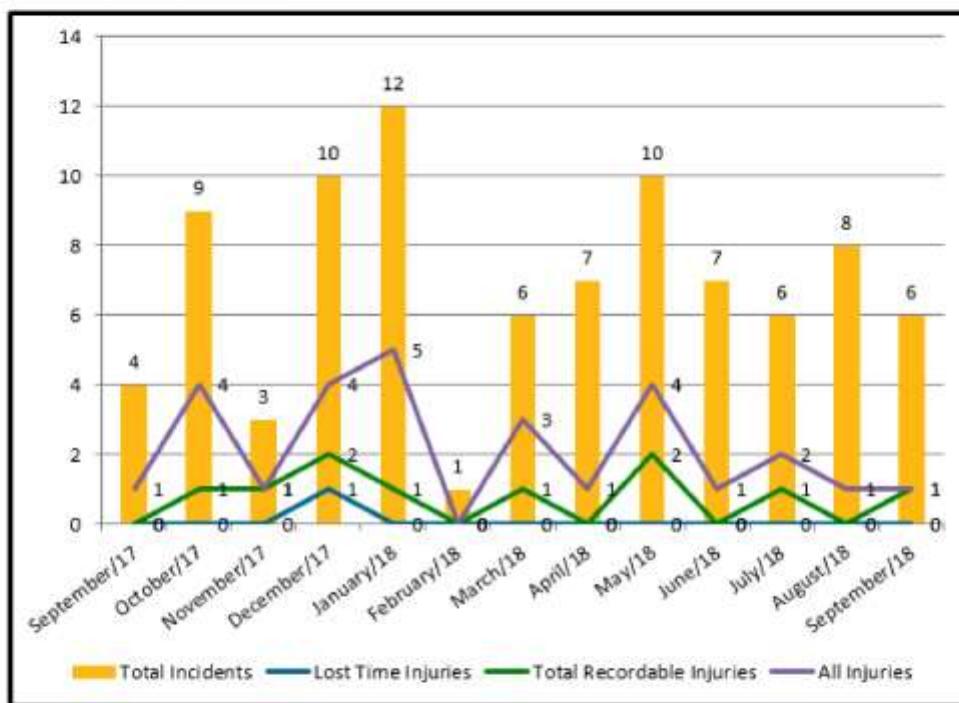
2. Workplace Health & Safety

Monthly Safety Review – September 2018

Summary

Six incidents were reported in September.

Incidents and Injuries



One injury to a MRC employee was reported in September:

- A worker was struck on the knee by a falling stack of chairs.

One asset damage incident was reported in September:

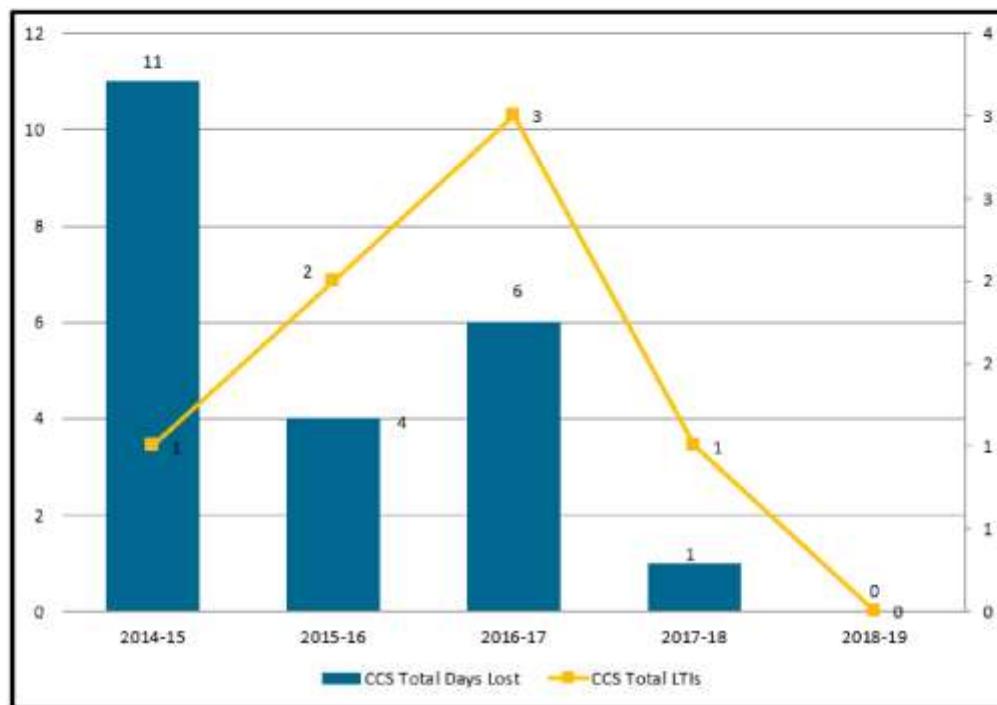
- A van reversed into a short pole in a carpark, damaging the back step of the van.

Four incidents involving members of the public:

- A child on an escalator turned around, tripped and fell; cutting their knee.
- A member of the public cut their nose when they tripped and fell while carrying books into the library.
- A conference attendee tripped going up the bleacher steps at the MECC, falling and injuring their side.
- A child using the toilet at the library was let out by cleaners, as the front doors had closed while parent waited outside.

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

Lost Time Injuries & Days Lost



Department	2014-15		2015-16		2016-17		2017-18		2018-19	
	LTI	Days Lost								
Corporate Communications										
Community Lifestyle			2	4						
MECC & Events	1	11			2	4				
Emergency Management										
Health & Regulatory Services					1	2	1	1		
Community & Client Services	1	11	2	4	3	6	1	1	0	0

3. Council in Community

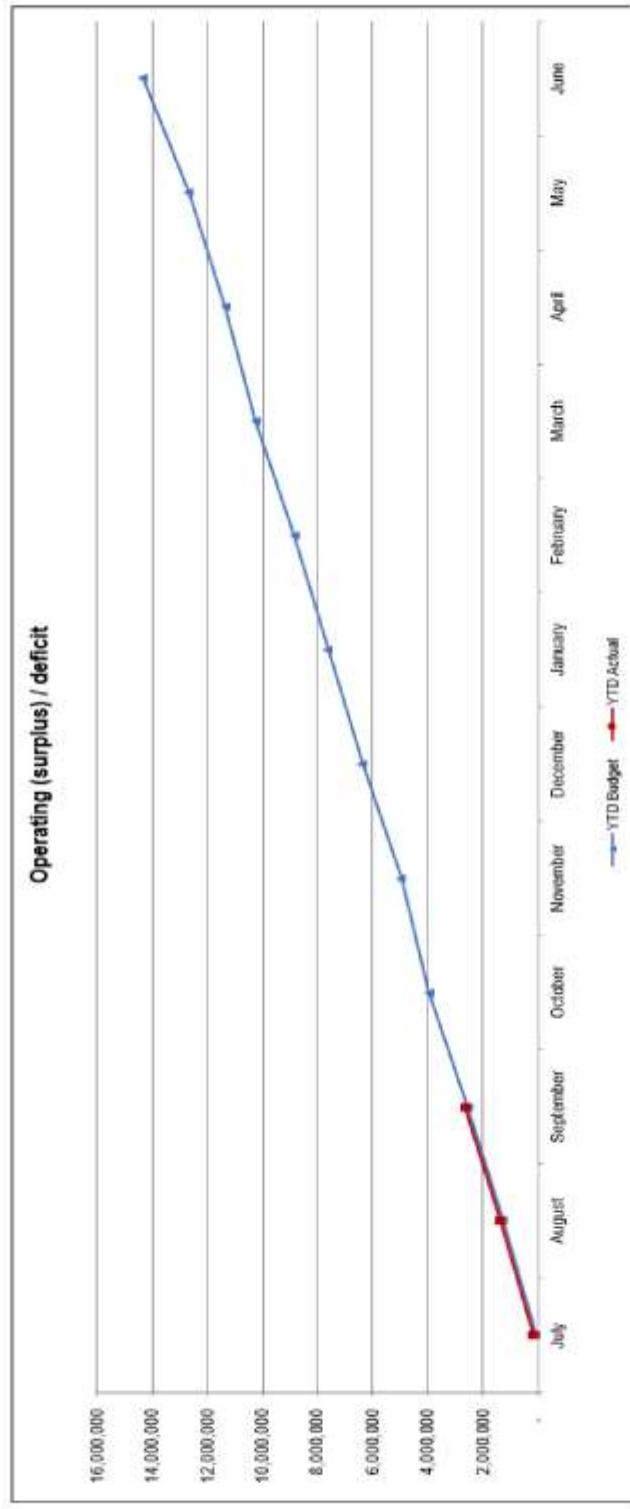
Council's Day in the Community in September focussed on the City Centre area:

- Workshops and a Community Catch up took place at the Dudley Denny City Library (DDCL).
- A site tour and briefing was held at the Mackay Fire Station.
- The day concluded with a visit to the George Street Neighbourhood Centre.



4. Financial Performance - September 2018

Financial Performance Report Period Covered: 1 July 2018 to 30 September 2018					
	Community & Client Services			% YTD Variance of YTD Budget	
	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Comments
4.01 - Community & Client Services Management	397,201	97,340	94,860	(2,480)	On track
4.03 - Community Lifestyle	6,895,385	1,609,706	1,794,330	184,624	Primarily driven by overspend in employee costs. This will be monitored closely.
4.04 - MECC & Events	2,238,140	602,918	710,543	107,625	MECC variance is due to non-completion of event reconciliations. Revenue and expenditures will be monitored on a weekly basis.
4.05 - Corporate Communication & Marketing	1,597,139	436,021	421,150	(14,870)	On track and progressing now
4.07 - Health & Regulatory Services	3,071,667	(128,155)	(190,175)	(62,021)	On track
4.08 - Emergency Management	237,852	(70,732)	(184,445)	(113,713)	On track
Operating (surplus) / deficit	14,347,385	2,547,097	2,646,263	99,166	



5. Community Lifestyle

5.1 Community Programs

Number of Community Enquiries – 481

Number of Emergency Relief Assistance Packages Provided – 12

Number of fuel vouchers provided for Sarina Range residents – 6

Sarina Neighbourhood Centre meeting rooms utilisation – 28 room bookings to support 76 members of the Sarina community.

Occasions of JP Services provided to community – 43

Number of external bookings in Jubilee Community Centre for the month – 124

Total Jubilee Community Centre usage (internal/external) - 175

Community Development

Activity	Comments
RADF Update	Minister for Arts Hon Leeanne Enoch, announced Mackay Regional Council was successful in its bid to Arts Qld for funding of \$90,000 in support of the 18/19 Regional Arts Development Fund. Round one of the program is currently open with applications closing on Wednesday, October 3.
Message Stick Walk – Welcome Reception	Alwyn Doolan, on his Message Stick Walk from Barnaga to Canberra, stopped in at the Jubilee Community Centre to receive welcome from some of our Traditional Custodians, Elders, Councillors and Council Staff. Alwyn's visit provided an opportunity for local Indigenous community to support Alwyn's journey and to add their message to his walk to Canberra where he hopes to meet with the Prime Minister. A morning-tea was provided and support from the Mackay Cutters in the form of a voucher for new shoes was gratefully received by Alwyn. We wish Alwyn well on the remainder of his journey.
Rural Safety for Children Field Day	The Community Programs team supported the Rural Safety Working Group to deliver the annual Rural Safety for Children Field Day. This year's field day was held in Marian with children in years 3-5 attending from Eton, Mirani, Gargett, Pinnacle, Finch Hatton, Eungella and Marian. 523 students attended to participate in rural safety sessions on water safety, tractor safety, cane train safety, personal safety, farm

	<p>safety, quad bike safety, rural fire safety, ambulance safety and electrical safety.</p> 
Midge Point Movie Night	Community Programs partnered with Emergency Management to deliver an open-air movie night at Midge Point. 40 community members were in attendance for the free BBQ and movie. The purpose of the night was to provide an opportunity for community connectedness post TC Debbie.
Progress Association Workshop	The Community Programs team coordinated a workshop session with Councillors and several Progress Association representatives from across the region to consider planning for future Progress Association development and networking sessions. The purpose of the sessions will be: to provide development opportunities for gap areas in knowledge and skills; to offer an opportunity for localities to network and form collaborative practices; to receive an update from, and network with, Councillors in an interactive, open forum. The first session to be held in April 2019.
DFV Officer Activities	Community Development Officer – Domestic Violence is working with People & Culture to plan delivery of By-stander Action Training to Mackay Regional Council staff and other key stakeholders. Delivery of training is planned for November. The Officer is also working with the community White Ribbon Day committee to plan community awareness raising events in conjunction with White Ribbon Day on November 25
Road Safety Sessions	The Community Programs Team supported Queensland Police to deliver a road safety session to Year 12 students from several schools during Road Safety Action Week on Friday, August 31. The Fatal 5 was the theme of the presentation with the young people exposed to real life stories and visuals resulting from serious car accidents caused by the Fatal 5. The young people were then supported through discussions and activities to consider their driving behaviour.
Community Grants	The first round of Mackay Regional Council Community Grants has now closed with 44 applications seeking a total of \$244,803.60 funding from a pool of \$86,000.00.
Christmas Grants	Mackay Regional Council Christmas Grants are currently open and close on Friday, October 5. The grants are to assist community groups with up to \$750 funding to hold a Christmas Event in their region that is open to all members of the community.

Community Meetings / Events / Interagency Meetings

172 meetings and events were held, highlights included:

Kidz Arvo Out	<p>Kidz Arvo Out, a child protection week event, was held in partnership with the Mackay Child Friendly Community Action Group on Friday, September 7 at John Breen Park 3:30-8pm. Kidz Arvo Out has become an annual Child Protection Week signature event that provides a safe, family friendly event for families to enjoy a variety of free activities, entertainment and information. On hand were 12 local services that support families to provide information, access and activities. The 600+ in attendance revelled in the variety of inflatable activities, face painting, henna tattooing, food, music, doing drills with the Cutters, sounding the Police vehicle siren and the open-air screening of Little Rascals.</p> 
Interagency Meetings	<ul style="list-style-type: none"> Mackay Youth Connections meeting was held on Wednesday, September 19. 13 people were in attendance, representing 10 youth organisations. The Senior's Interagency meeting was held on Tuesday, September 18. 5 people were in attendance, representing 5 community organisations. The Sarina Interagency meeting was held on Tuesday September 11. 11 service representatives were in attendance, with Nikki Hancock from the Mackay Regional Community Legal Centre as guest speaker.
Australian South Sea Islander (ASSI) Working Party	Community Action Multicultural Service (CAMS) Officer continues to work with ASSI localities across the state to support the development of a State Working Group. Consultations were held with several coastal communities throughout the month.

Sport & Recreation

Activity	Comments
10,000 Steps Grant Funding	\$5,000 has been received from CQU to further expand and embellish the 10,000 steps trails throughout the region.
North Queensland Sportstar Awards	21 local nominations were received for the North Queensland Sports Foundation Sportstar Awards. 1 person from each category has been selected to represent the region at the Awards Ceremony being held in Mission Beach in October.

Sister Cities Program

Activity	Comments
Youth Ambassador program	<p>6 students, along with 2 chaperones, left Mackay on Friday September 21 for the annual Youth Ambassador Trip to our Sister City Matsuura, returning on October 5.</p> 

Museums

Sarina Museum

Open: Tuesday, Wednesday and Friday from 9am to 2pm

Visitors: 175

Volunteer hours contributed: 322

- Family plaques to be unveiled on October 15
- One new volunteer has commenced

Mackay Museum

Open: Tuesday, Thursday and Saturday from 10am to 2pm.

Visitors: 19

Volunteer hours contributed: 164

- Community research enquiries
- Archiving museum donations

Pioneer Valley Museum

Open: Tuesday to Thursday 9.30am to 2.30pm

Visitors: 37

Volunteer hours contributed: 182

- Collection care
- General maintenance

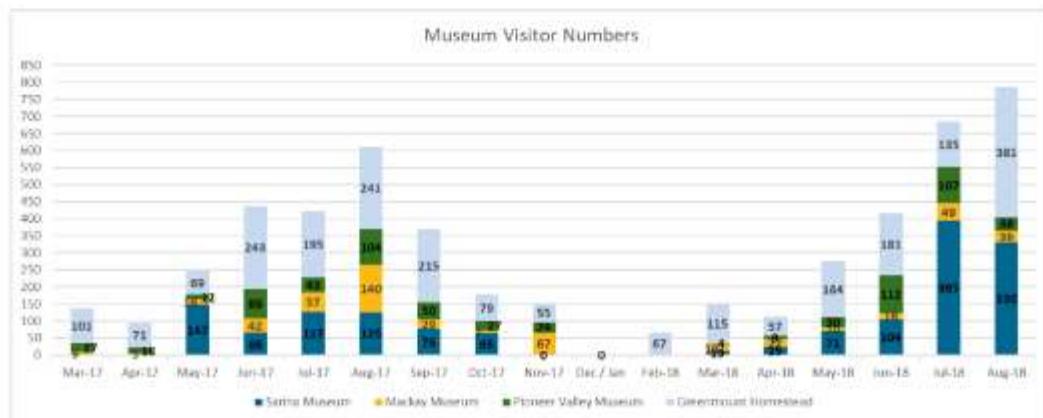
Greenmount Homestead

Open: Sunday - Friday 9.30am - 12.30pm

Visitors: 212

Volunteer hours contributed: 84.5

- Display changes
- Collection care



Inkind Assistance requests

11 applications were processed for the month, with a value of \$3,701.30. A further 17 are in various stages of processing.

Junior Sporting Grant

No Junior Sporting Grants were received for the month.

Better Community Building Fund Update

Organisation	Amount	On Track	Comments
Bakers Creek Tigers Australian Football Club <i>Changeroom Upgrade</i>	\$ 25,000	●	Works are underway with the internal aesthetics of the changerooms.
Brothers Bulldogs Junior Rugby League Club <i>Facility Establishment</i>	\$ 80,000	●	The project is now on hold as Mackay Softball are holding a state competition and require the football fields for training purposes. (This is part of their lease agreement)
Eastern Swans Australian Football Club	\$ 30,000	●	Currently awaiting the contractors availability to finalise the project.

<i>Fencing of the Perimeter</i>			
Eungella Community Development Association <i>Amenities Building</i>	\$ 250,000	Complete	The project has been completed.
Habana and Districts Progress Association <i>Church Relocation and Community Facility Project</i>	\$ 100,000	●	Assessment on the framing has been completed and the detailed structural review is being compiled.
Mackay Aero Club <i>Roof Replacement</i>	\$ 50,000	Complete	The project has been completed.
Mackay Area Fish Stocking Association <i>Hatchery Emergency Backup Generator</i>	\$ 18,000	●	The generator has been installed. The project is awaiting a contractor's availability to finalise the project.
Mackay Basketball Incorporated <i>Grandstand – Court 4</i>	\$ 100,000	●	The organisation was unsuccessful in gaining funding from other sources. They will apply to another program as soon as it becomes available.
Mackay Brothers Football Club <i>Water Retention/Irrigation Project</i>	\$ 100,000	●	Work has ceased due to a rain event that saw 55mm fall at Leprechaun Park. The detention basin worked well, but as the works were incomplete, the basin has been pumped and requires 4 weeks to dry out to allow work to recommence.
Mackay Junior Rugby League Association <i>Clubhouse Stand, Shelter and Lights</i>	\$ 80,000	●	The project is nearing completion, with the light towers now installed.
Mackay North Horse and Pony Club <i>Completion of Stage 1 Upgrades/Minor Works</i>	\$ 50,000	●	The Operational Works Permit has been approved and quotes are now being sought to progress the works.
Mackay Pioneer BMX Club <i>Track Redesign and Upgrade</i>	\$ 120,000	●	Construction is well underway on the rebuilding of the start hill. The new platform and start gate will be installed early October.
Mackay Rowing Club <i>River Bank Stabilisation</i>	\$ 100,000	Complete	The project has been completed.
Mackay Tennis Association <i>Replacement and Upgrading of Lighting</i>	\$ 119,000	●	Replacement of LED's on the existing light poles is ongoing.
North Mackay Saints Australian Football Club <i>Facility Enhancement</i>	\$ 33,000	●	Currently reviewing quotes for a contractor to complete the works on the cubicles.
Palmyra Drag Racing Club <i>Burnout Pad</i>	\$ 26,000	Complete	The project has been completed.
Pioneer Tennis <i>Stage 2 – Building ITF Courts</i>	\$ 80,000	●	The project is nearing completion with the opening event planning well underway.
Pioneer Valley Golf Club <i>Buggy Shed</i>	\$ 75,000	●	Construction of the shed is complete. There is an issue with the installation of the solar panels on the roof, which is currently being investigated.
Seaforth Bowls Club <i>Irrigation Water Storage</i>	\$ 50,000	Complete	The project has been completed.

Southern Suburbs Junior Rugby League <i>Complete Lighting on Fields 3 and 4</i>	\$ 80,000	●	Works are well underway and are on track to be completed before the end of the year.
The Scout Assoc of Qld – Central Coast Region <i>Construction of Machinery Workshop and Storage</i>	\$ 39,000	Complete	The project has been completed.
The Valley Theatrical Players Inc <i>Pinnacle Playhouse Upgrade</i>	\$ 45,000	●	Contact will be made with the electrician in the coming week to seek an update on availability to complete the project.
Western Suburbs Rugby League Football Club <i>Undercover Lawn Bowls Green</i>	\$ 250,000	●	Site preparation works have been completed. Footings are scheduled to be installed at the beginning of October, with all major construction works commencing mid-October.

●	Behind Schedule
■	Emerging Concerns
●	On Track

5.2 Libraries

Highlights

Program	Comments
Young People's Services	<ul style="list-style-type: none"> We conducted 31 programs with 1128 participants this month Baby Bounce: 284 attendees at 12 sessions Story Time: 844 attendees at 19 sessions Outreach and Group Visits to the Library: 82 attendees at 2 sessions Dads n Bubs: Our very successful Dads 'n' Bubs program was held to celebrate Father's Day on Saturday, 1 September. We received a lot of feedback about wanting these sessions to be held on a more regular basis. A total of 26 people attended this session. 
First Five Forever	<ul style="list-style-type: none"> Toddler Time programs designed to encourage early literacy in children and their families had a total of 350 in attendance at 9 programs. Outreach programs designed to encourage and support early language and emergent literacy in the 0-5 age group and their families totalled 577 attendees at 10 sessions/events. Multiples Chatter Play: After seeing a need in the community for programs aimed at multiple birth families, this month First 5 Forever held their first Multiples Chatter Play session at Gordon White Library. This program is the result of a partnership between the Mackay Rockhampton Multiple Birth Association Inc and Mackay Regional Council Libraries. A total of 40 people attended the session. 

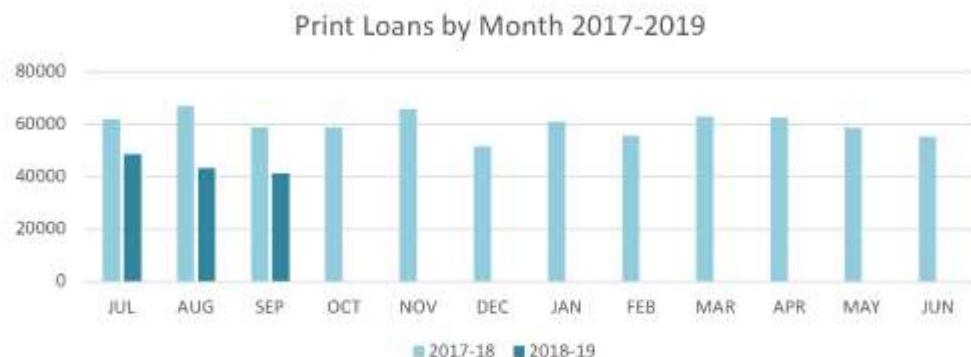
Community Outreach	<ul style="list-style-type: none"> • Book Clubs <ul style="list-style-type: none"> ◦ Gordon White Library: 12 attended ◦ Mirani: 4 attended • Author Events <ul style="list-style-type: none"> ◦ Let's Talk; Inspirational Author Jeremy Scott delivered a session at Dudley Denny City Library with 14 participants. • Outreach Events <ul style="list-style-type: none"> ◦ Staff attend the Mackay Community Visitors Association Information Day at North Mackay Bowls Club with over 40 visitors. ◦ Armistice Centenary Public Art Project - In conjunction with Artspace, Gordon White Library & Dudley Denny City Library undertook poppy-making, making 807 and surpassing the goal of 700. • Home Library Service <ul style="list-style-type: none"> ◦ 76 library customers received 517 items that were delivered by the Friends of Mackay Libraries over 26 hours • Presentations <ul style="list-style-type: none"> ◦ Adult Learner's Lunchtime Tasters was delivered at DDCL with 8 participants & at Gordon White Library with 11 participants. • Cultural Services <ul style="list-style-type: none"> ◦ Libraries Indigenous Advisory Committee Meeting was held at Dudley Denny City Library, 6 attended. ◦ Talking Da Lingo program was held at Dudley Denny City Library, 11 attended. ◦ English Conversation Circle was held at Dudley Denny City Library, 20 attended with 3 new memberships signed up. ◦ Binga Birry Justice Group Incorp Computer Classes was held at Dudley Denny City Library, 5 attended with 1 new membership signed up.
Heritage Collection	<ul style="list-style-type: none"> • Staff conducted 20 hours of information research and referral activities for 17 clients in September, 4 enquiries were internal whilst 13 came from both local and interstate clients. • Of note is the collaborative work between Mackay Regional Council programs – Heritage Collection staff provided over 20 digital images of historical homestead gardens to assist Botanic gardens in identification and selection of plants to revamp their heritage garden beds. • Heritage Collection staff conducted an information session for 8 family history researchers from the 'Who Do You Think She Is' Program. Staff provided an overview of resources and services and showcased the collection. • 6 Volunteers continued to assist with the collection every Thursday in September, providing up to 60 hours in combined volunteer hours.
Digital Literacy	<ul style="list-style-type: none"> • Digital Literacy: 31 people attended DiscoverIT 13 classes including e-Storage and Tech Talks during September.

Your Garden Event	<p>Gordon White Library hosted a successful Your Garden event Tuesday, September 11 to plant the new library community garden in the courtyard in celebration of Biodiversity Month.</p> <p>Approximately 135 people participated, 60 plants were planted, of which 56 are edible, three are specifically for the native bees and one little Evodia will attract the Ulysses butterfly to the garden. 250 plants were given away by council. The event was supported by various council departments and Mackay Community Garden. Areas of interest at the event included native bee hives and insect hotels, worm farming and composting and native plants.</p> 
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KPI Update

Service / Activity	Annual KPI	YTD	Status	Comments
Library Loans	630,000	172,246	●	On track
Database Hits	35,000	4,569	●	Below target at present. This will change with future promotions.
Social Media Followers	6,000	Instagram: 1,055 Facebook: 3,928 SnapChat: 23	●	On track
In-Person Visits	400,000	92,893	●	On track
Web Visits	305,000	69,182	●	On track
Active Volunteers		408 hours	●	
Programs / Events / Classes	25,000	10,979 participants	●	Exceeding target

Library Loans – The below graph shows combined loan volumes across all Library branches.



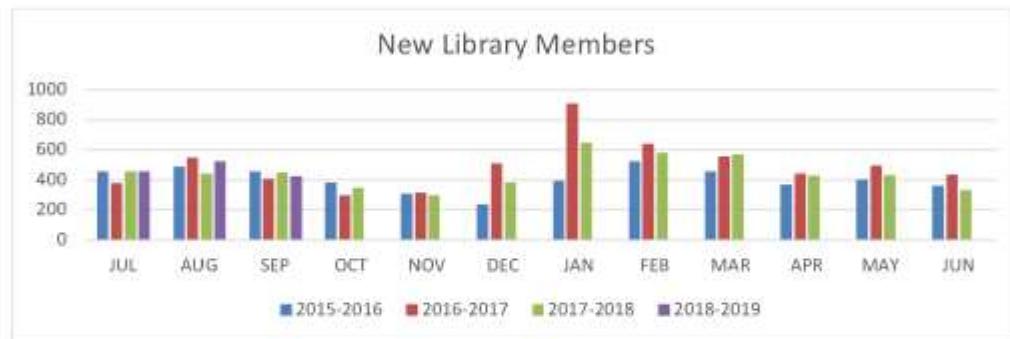
Library Visits – The graph below shows the monthly volume of customers that visited each of our branches, including the Mobile Library. This data is also represented in the table below.



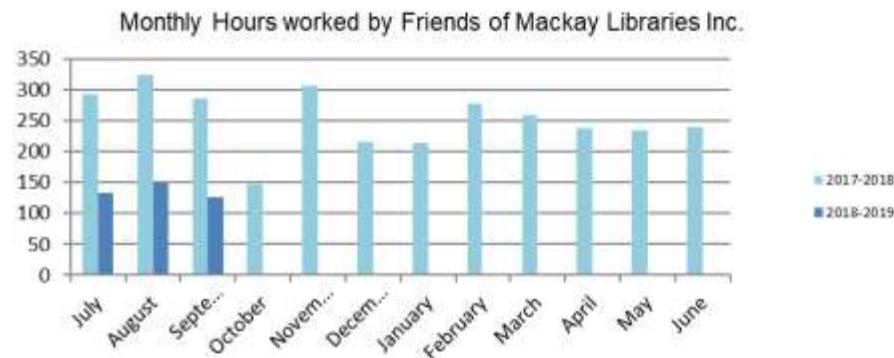
Library Visitors Table

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2015-16	31,339	36,804	38,205	32,447	29,408	24,680	27,952	34,040	37,719	31,299	30,288	30,277
2016-17	34,268	33,840	30,788	29,743	29,591	28,200	43,139	38,333	40,288	32,579	34,565	31,857
2017-18	34,092	36,277	33,444	32,626	32,141	29,302	34,721	33,689	35,609	31,789	31,385	24,815
2018-19	29,012	33,992	29,889									

Library Membership – 423 additional members joined our library service across our various library branches in the month of September.



Volunteer Hours



5.3 Artspace Mackay

Exhibitions

Activity	Comments
On Yer Bike	<p>On Yer Bike in the FIELD Engineers' Gallery is a celebration of Mackay's long and rich history of motorcycling and features an eclectic mix of motorcycles lovingly collected and restored by local enthusiasts. The exhibition is attracting a large and diverse audience and bringing first-time visitors into the gallery. The exhibition continues until November 25.</p>  
Familiar Distance: Clara Adolphs	<p>Gallery 3 features paintings by Clara Adolphs, who participated in an artist-in-residence project in Mackay in 2017. Her culminating exhibition <i>Familiar Distance</i> is a collection of paintings examining Mackay's past and present. Adolphs concentrated on using observations and records of moments in time from Mackay. The exhibition continues until October 28.</p>
Articulate: Postcard Exhibition and Competition	<p>The Ray White Mackay City <i>Articulate: Postcard Exhibition and Competition</i> is a fundraising exhibition, competition, art sale and auction presented by the Artspace Mackay Foundation. Over 150 small canvas artworks by acclaimed Australian artists and local artists alike are on display in the Artspace Mackay foyer from Friday September 28. All entries are eligible for prizes in five sections, with winners announced, artworks up for auction and for sale on the official opening night, Friday 19 October. Artspace Mackay were able to secure a valuable painting donation from still life painter John Honeywill for the event. This exquisite artwork will be auctioned on the opening night and is expected to attract much interest.</p>
Professional Development	<p>Exhibitions staff attended art conservation training in Sydney from September 24 to 27. This training enhances best-practice skills to appropriately store and care for the MRC Art Collection. One of the sessions will also inform the development of the online art collection database, one of Artspace Mackay's business priorities for 2018/2019.</p>

Customer Feedback

"Thank you for such a splendid afternoon spent examining our chosen artists' books yesterday - your very generous volunteer couldn't do enough to help us really explore such differing techniques/ideas. We also loved the artist in residence paintings and enjoyed the motorbike show and Dart exhibition."
Julie, Mardie & Neil Stark, Magnetic Island.

Public Programs

Activity	Comments
Artist's Talk and Guided Tour	Artist Clara Adolphs presented an artist's talk and guided tour of her Gallery 3 exhibition Familiar Distance on Saturday September 1. This event was attended by 12 art enthusiasts and gallery staff members.
Kids Art Club	<p>Term three was an immense success, resulting in students' work from the classes being displayed on the Artspace Mackay Facebook page and in the Artspace Mackay Seminar room. Feedback has been extremely positive and bookings for term four are steadily filling up.</p> 
BMA Kidspace	Remains Artspace Mackay's ever-popular art, craft and music program for toddlers and their carer's. The September event, held on the September 18 attracted over 550 people into the gallery.
Rock, Paper, Scissors Art & Design Market	The market took place on Sunday September 16 in the Civic Precinct grounds and was again a resounding success, with 63 local artists, designers and craft makers having stalls and approx. 4,500 people attending the event. The free kids' art activities in the yurt were once again very popular and over 550 people came through the gallery on the day.
Visual Teaching Strategy (VTS) Professional Development Program	The English as a Second Language (ESL) VTS conversation group was held on Friday September 21, with 6 participants attending and a VTS presenters practice session was held on Thursday September 27, which was attended by 15 participants. Visual Thinking Strategies (VTS) is a powerful student-centred teaching methodology that has been proven to strengthen students' oral communications, literacy and creative and analytical skills among students of all ages.
School Tours	Seven school tours were delivered over the month of September. Two classes of preschool students (total of 55) visited the gallery on the September 20 and 26. Three tours were delivered to secondary students from the Northern Beaches High School on the September 6, 12 and 18 (total of 32 participants). On September 12 a tour was given to 15 year 11 tourism students from North Mackay State High School and on September 26 a tour was given to a group of 10 young people at risk from ATSICHS.

School Holiday Drop-In Activities	During the September school holidays (September 22 – October 7) Artspace Mackay will be running free all ages drop-in activities linked to Clara Adolph's latest exhibition <i>Familiar Distance</i> . The program Pasted Paper Portraits! invites people of all ages to respond to vintage photos of Mackay using an assortment of drawing and collage activities. Attendance numbers over the first few days of the program have averaged 30 per day and there has been a positive response from the attendees.
	 <p>Customer Feedback <i>"We had so much fun today at Artspace. It's a nice way to keep the kids away from their gadgets and spend some quality time with them. We're so lucky to have this kind of opportunity here in Mackay where kids are given the chance develop their aesthetic/artistic side"</i> Melanie Villon and daughter Isabella.</p>

KPI Update

Service / Activity	Annual KPI	Sept 18	YTD	Comments
Visitors: Artspace	25,000	3,463	10,122	Gallery visitor numbers remain consistently high this month, with 249 people attending the curator's talk and opening of <i>On Yer Bike</i> on August 31 and approx. 4500 people attending the annual <i>Rock, Paper Scissors Art & Design Market</i> (note: 4500 market attendees not included in Sept 18 Artspace visitor stats)
Web Visits		1,837	4,432	
Total Number of e-Newsletter Subscribers		7	1,847	An additional 7 users signed up to receive the Artspace newsletter in September.
Facebook Subscribers		142	5,822	Combined total for Artspace and Rock Paper scissors Facebook pages. Facebook subscribers on the increase.
Exhibitions	12	4	9	1 new exhibition opened this month, <i>Articulate: Postcard Exhibition & Competition</i>
Public Program Participants		815	3,128	
Public programs (inc. tours, BMA Kidspace, workshops, exhibition openings, markets, etc.)		16	53	
Volunteer hours		244	612	

6. Mackay Entertainment & Convention Centre and Events

Overview

Another busy month with 13 live performances and 20+ other events which is at the high end of event statistics for the MECC generally. Overall attendance figures are currently 57% up on attendances reported for the same period last FY. This is largely due to attendances to Spiegeltent in July, coupled with large attendances to The Wiggles, the MECC's Hungry Caterpillar school student attendances, and the local performance of Phantom of the Opera by Triple Threat Theatre Company.

Next month will be busy for the team with 13 confirmed events running alongside 22 full days of Mackay Eisteddfod events.

Entertainment hires included The Wiggles, and Arj Barker, along with the annual September performances by the Mackay Musical Comedy Players. September, is traditionally heavily booked with local dance schools in rehearsal for Eisteddfod, and some early dance school concert performances.

All MECC teams and the Friends of the MECC volunteers were heavily engaged with Sugar City Sounds. Whilst this event did stretch resources with both venues at the MECC operational as well as the concert the team put in an amazing effort.

MECC Youth Ambassadors Flynn McLean and Kaitly Blackley volunteered during Sugar City Sounds 2018 at BB Print Stadium. Initially helping out at the Merchandise stall for stock take and set up, the two students were soon asked to help out in other areas of the venue. They both had a great night, with Flynn McLean getting the opportunity to meet Birds of Tokyo.



Business Events Development

The centre conducted a Mackay Region Familiarisation for event manager, Tiffany Bower from the Sunshine Coast. Tiffany works with clients in the associations sector and found our convention centre and regional business events infrastructure to be an attractive prospect for future events.

The inaugural Regional Convention of Jehovah's Witnesses was well attended with over 700 delegates visiting Mackay from outside the local government area. Event organisers were delighted with the facility and the MECC team's high level of service. This has resulted in a commitment to bring this convention to Mackay Regional annually. They will look to expand to even greater numbers in 2020 and beyond, occupying the entire MECC complex.



A regional famili conducted last month with The Association of School Business Administrators Queensland has resulted in a confirmation of their 300-delegate conference in May 2020.

Festivals and Events

Festival of Arts

Mackay Mazda Festival of Arts Sponsor & Stakeholder Report is complete. Festival & Events Producer has set up debrief meetings with key sponsors and to discuss commitments and plans for the 2019 Festival.

TEQ Acquittal report is currently being finalised and will be submitted week commencing 24 September.

Global Grooves

Preparations for the 2018 Global Grooves Festival are well underway. All food vendor, market stall holder and cultural performer applications are closed. Headline act has been confirmed, the performer schedule has been finalised and Performer Contracts are being prepared. All equipment and other amusements have been booked. Performers' tech requirements, staging and remaining marquees being finalised.

Marketing campaign will run from September 24 to October 27, commencing with the Facebook event page and social media campaign. Radio and television advertising will run for two weeks from October 13, supported by A4, A1 and corflute posters, and A5 double-sided programs. The event will also be advertised on the Northern Suburbs Bowls Club billboard for two weeks from October 13.

A media campaign will commence mid-October and the event will be launched one week prior involving local artists and multicultural groups.

New Year's Eve 2018

Food vendor and market stall holder applications opened on Friday 21st September. Further plans for the event, including headline children's act, local entertainment and children's amusements also being organised.

	Target	as at SEPTEMBER 2018		Comments
Number of Performances fully cost recovered	50%	47%	●	Slightly Under Target but will correct as the year progresses
Minimum number of catered functions (excluding performances)	140	59	●	On Track
Average attendance at events	Auditorium 550	Auditorium 433	●	Slightly Under Target but should correct throughout the year
	Foyer/space 100	Foyer/space 114	●	On Track

	Halls 600	Halls 279	■	Under Target but may correct as the year goes on.
	One Hall only 200	One Hall only 80	■	Under Target but may correct as the year progresses.
Number of non-utilised days	90	12	■	Exceeded Target
Number of Performances at the MECC	200	55	■	On Track
Number of Conferences/Expos	20	3	■	Under Target this may end up indicative of the yearly target as we have had some conferences not go ahead as planned. Target may not be met this year. 2020 is looking to exceed our target.
Number of Events with Attendance from outside Mackay Region LG area (Post Code Data)	40	29	■	On Track
Number of Student Attendances	2,000	1,775	■	On Track
Number of workshops > Youth	6	1	■	Under Target - will improve with 2019 season starting March
Number of engagement workshops/activities	5	5	■	On Track
Yearly occupancy of facility	155,000	38,897	■	On Track
Customer Hire Satisfaction	80%	96%	■	Exceeded Target
Number of regional events assisted through either financial or in-kind assistance	6	5	■	On Track
Number of regional events ticketed	8	2	■	On Track
Friends of the MECC Volunteer Hours	N/A	1825.5	■	On Track

7. Corporate Communications and Marketing

Another busy month for the program, arranging a major national media launch, two key opening events for projects and finalising a detailed engagement process.

SUNS AFL officials ventured to Mackay to assist in the launch of a new four-year destination marketing initiative. In liaison with Economic Development, the program developed a range of marketing material, graphics and videos for the launch and arranged the launch event.



Suns CEO Mark Evans and local AFLW player Lauren Bella with Mayor and councillors at media launch.

The opening of the Sugar Bowl went smoothly. The program was responsible for organising the launch event.

Key stakeholders were involved in the morning event on September 21, including two youngsters who kickstarted it with a petition. The logo and graphics were developed by the graphic design team.



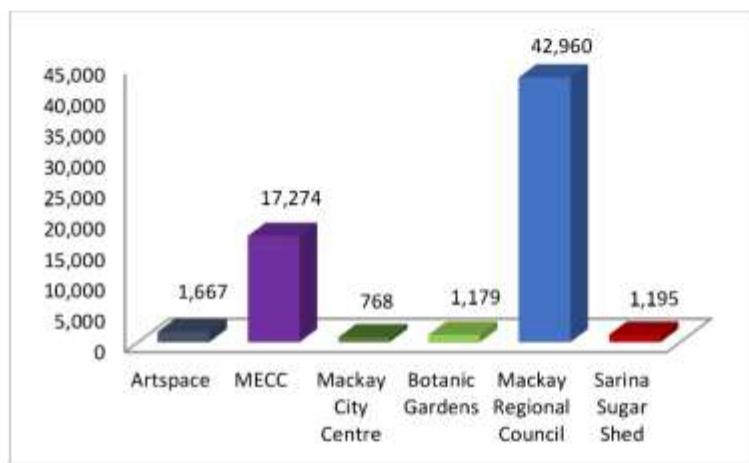
Mayor Greg Williamson at the opening with Ethan Laval, Flynn Bushell and George Christensen

Other media events for the month included the launch of lifeguard patrols at Bucasia Beach, devices installed to reduce fish kills in the Gooseponds and the call to make Poppies for Remembrance Day.

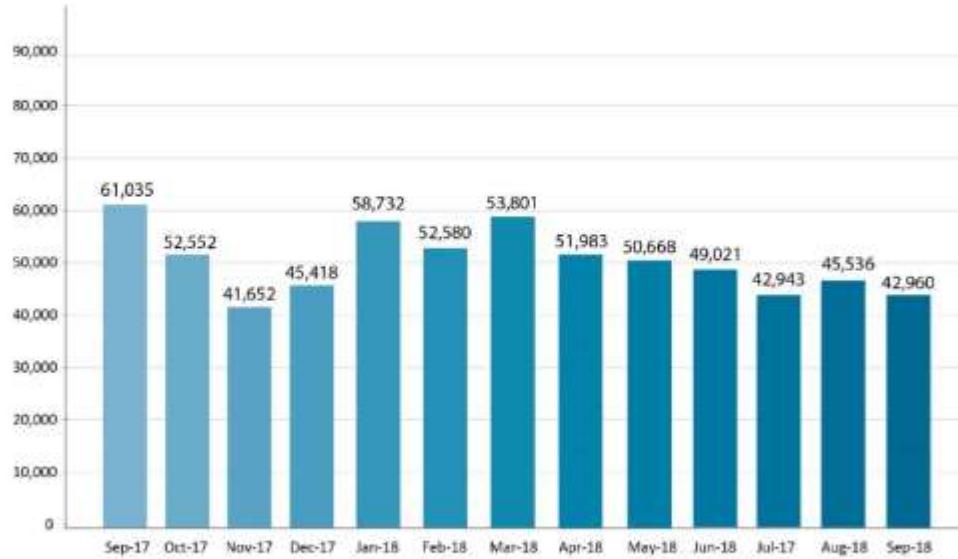
Marketing-Advertising campaigns were delivered for the Orchid Extravaganza, the Sugar City Sounds concert and to promote council winning the Best Taste Water competition.

Significant work and ongoing internal liaison occurred to develop an extensive engagement process for the draft Aquatic Facilities strategy. The engagement is being delivered during October.

Website visits September 2018

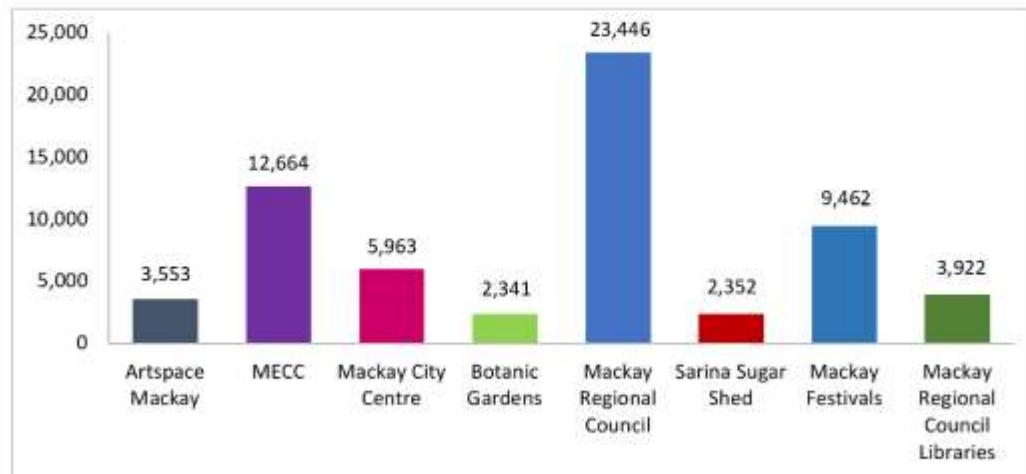


Annual trend of website visits (mackay.qld.gov.au)

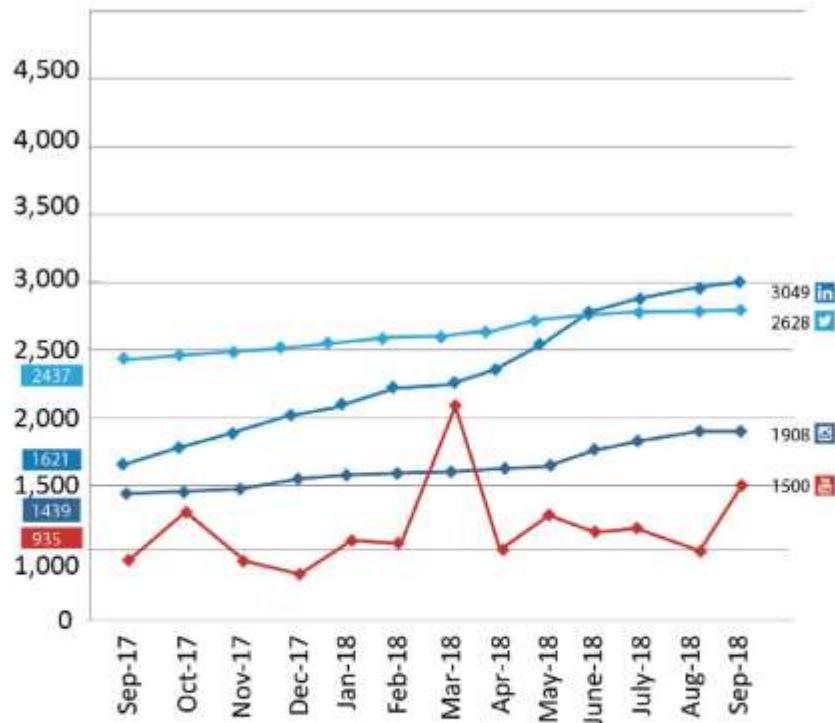


Social Media platforms

Facebook pages



There has been continued steady growth in engagement on council's LinkedIn page.



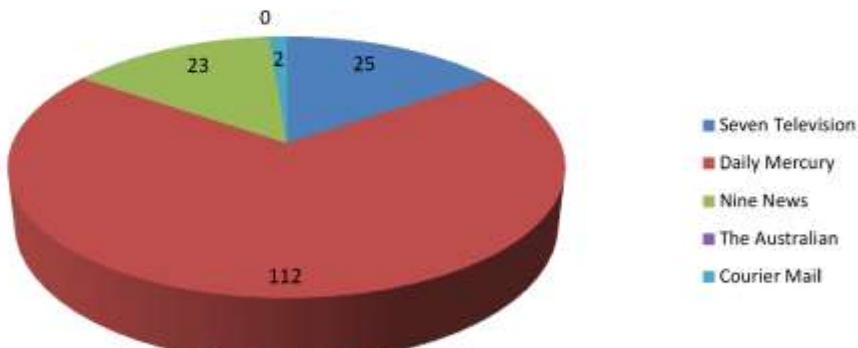
eNewsletter Subscribers

Artspace: 1852 (Last month: 1842)
Botanic Gardens: 1225 (Last month: 1223)
Community Development: 1217 (Last month: 1215)
Council Connect: 3273 (Last month: 3287)
Library: 15,598 (Last month: 15,719)
Creative Mackay Ebulletin: 1326 (Last month: 1326)
Recreation Services: 1174 (Last month: 1173)
Mackay Region Planning Scheme 1250 (Last month 1248)

Top Facebook videos in September

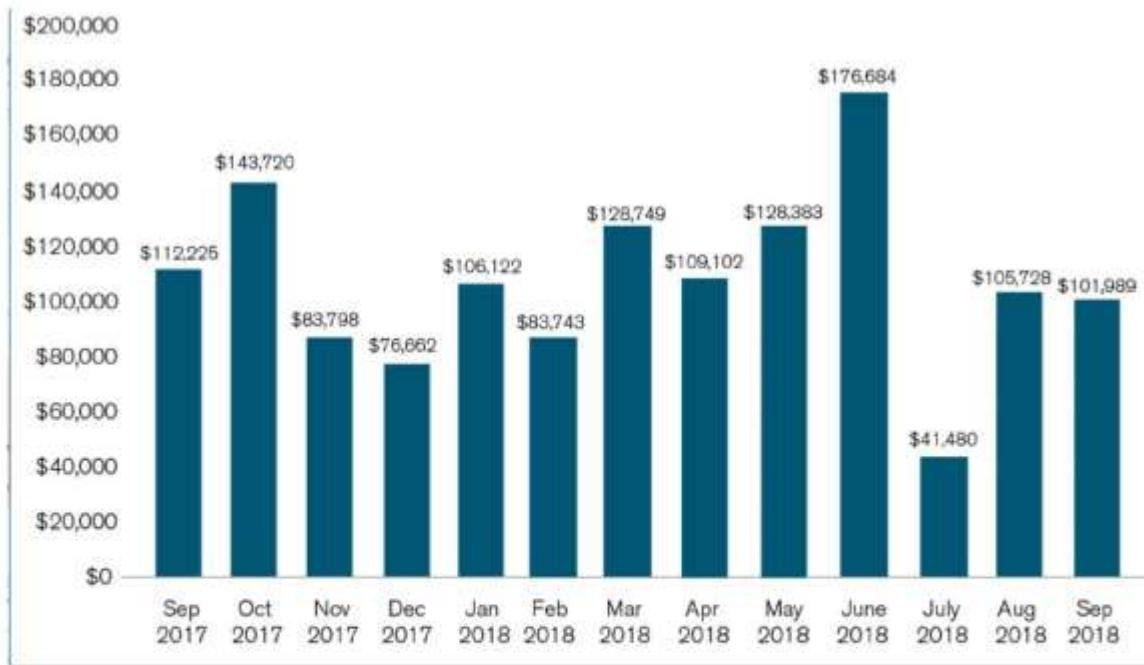
			mins viewed	reach
	Sugar Bowl Mackay official opening	● 09/20/18 10:19PM	4.3K	7.3K
	Sugar City Sounds setup	● 09/21/18 2:30PM	1.3K	2.9K
	Water Treatment award	● 09/17/18 12:55AM	729	2.9K
	Sugar City Sounds highlights	● 09/23/18 9:17PM	471	1.1K
	Gooseponds	● 09/23/18 11:32PM	317	1K

Media Monitoring Break-Down September 2018 News Clips/Articles



Council featured in 162 stories during the month

Advertising-PR spend for September



Community Engagement activities

Significant work on preparing engagement plans for a number of council strategies. These included the Aquatic Facilities draft strategy, Public Arts and Library strategies.

Engagement continued for existing projects including Casey Avenue/Bridge Road, Teemburra Dam, Peel Street and Boundary Road and Bourke Street. This month roundabouts attracted some activity with the team conducting engagement activities for 2018/19 construction/works in Peel St; Goldsmith Street; and Victoria Street intersecting Tennyson and Lawson (funded through the Black Spot Program).

Project Name	Activity & attendees	Department	Plans and activities	Level of Engagement
W4Q Casey Ave/Bridge Rd	Ongoing	Engineering & Commercial	Continued consultation with key stakeholders.	Inform
Draft Aquatic Facilities Strategy	Starting 30 Sept	Community & Client Services	Consultation with community	Consult
Bourke Street Footpath	Ongoing	Engineering and Commercial	Initial engagement	Inform
Eton Water Treatment Plant	Ongoing	Engineering and Commercial	Notification of community about impending works	Inform
Boundary Road	Ongoing	Engineering and Commercial	Notification of community about impending works	Inform
Teemburra Dam	Ongoing	Engineering and Commercial	Notification of community about impending works	Inform
Barber Drive	Ongoing	Parks, Environment and Sustainability	Planning underway	Inform/ Consult
Libraries Strategy	Ongoing	Community & Client Services	Online survey	Consult
Public Art Strategy	Ongoing	Community & Client Services	Online survey	Consult

8. Emergency Management

Overview

The Emergency Action Guide (EAG) revision has been completed and is ready for printing. The new EAG now includes Pioneer River Evacuation Zones, updated links and new preparedness information. The Emergency Dashboard has also received a minor facelift to enhance visual appearance.

The Community Development Officer – Recovery who was appointed as a part of the NDRRA Cat C funding, has transferred to the Emergency Management Team. This addition provides the EM team with a more holistic approach when it comes to prevention, preparedness, response and recovery. The officer's inclusion will also be extended into the Local Disaster Coordinator Centre structure so recovery planning can commence from the beginning of the event.

Recovery Group meetings have been held for Environment, Economic and Human and Social in preparation for the storm season. It was also a good opportunity for internal and external stakeholders to get updates on the TC Debbie recovery works and to also get an understanding of what is happening within MRC and the EM team.

SES

Operation Knock Knock

Members from Mackay and Mirani Groups took part in Operation Knock Knock, a multi-agency community engagement exercise headed by Queensland Fire and Emergency Services held on Saturday, September 15. SES volunteers combined with QFES Emergency Management staff at a static display at Canelands Shopping Centre where they spoke with around 500 people regarding disaster and emergency preparedness and distributed resources including Council's Emergency Action Guides and tote bags. Feedback garnered from the respondents indicates that the majority of the Mackay residents are aware of the disaster hazards and risks where they reside and are prepared for emergencies.

Search and Rescue Exercise

Members from Sarina, Armstrong Beach, Mackay and Mirani Groups took part in a two-day search and rescue exercise run con-jointly with the Queensland Police Service. Search activities included both urban and rural settings and combined land and water search elements.

TC Debbie Recovery

Midge Point Community Movie Night was held on 22 September. Despite the windy weather, 40 people attended. Positive outcomes from the event were meeting a household still living in a damaged house, and connecting to them to George Street Neighbourhood Centre's Community Recovery Service; and that event brought the local Fishing Club and Progress Association, which have not enjoyed a good working relationship, together to plan and deliver the event.

Emergency Management – Liason Officers (ELO's)

Two new Emergency Liaison Officers were recruited for Koumala and Bloomsbury. We are in discussions with a second ELO for Koumala, and a potential ELO for Eton.



Volunteering Queensland has agreed to take on Mackay Regional Council as part of the next stage of its 'Building local capability to manage spontaneous disaster volunteers' project. The project works specifically with councils, and will address how we plan to take on spontaneous volunteers, as well as consolidating the Emergency Liaison Officer program.

Australian Disaster Resilience Conference in Perth was attended by the Community Development Officer – Recovery.

Exercises

Activity	Event	Comments
SES	Activations	Request for assistance from Queensland Police Service for traffic control due to a grass fire
		Request for assistance from Queensland Ambulance Service for a casualty retrieval at the Leap
		Request for assistance from Fire & Rescue for a casualty retrieval at Wedge Island
		Request for assistance from a resident to tarp a roof
	Community events	Members from Mirani Group provided marshalling assistance at the Dad's Day Out community event in Mirani

Mackay Regional SES Unit - active membership numbers

Group	Aug 18	Sep 18	Membership Notes
Armstrong Beach	5	5	
Calen	7	7	
Campwin Beach	2	2	
Koumala	0	0	
Mackay	116	116	
Midge Point	2	2	
Mirani	25	25	
Sarina	24	24	
TOTAL	181	181	

Mackay Regional SES Unit Hours

Group	Operations	Training	Admin	Maintenance	Comm Ed	Total
Calen	0	24	2	2	0	28
Mackay	2	551.25	58	6.75	24	642
Mirani	0	418.75	64.75	10.75	81.75	576
Sarina	0	46	7.5	2	0	55.5
Armstrong Beach	0	40	0	0	0	40
TOTAL	2	1080	132.25	21.5	105.75	1341.50

*Campwin Beach, Koumala and Midge Point Groups are currently not training due to low membership numbers. Members from these Groups may train with other Groups to maintain their competencies. Facilities and equipment relating to these Groups are operational.

9. Health & Regulatory Services

(All information provided as at 26 September 2018)

Overview

Health and Regulatory Services has been busy this month. All service areas, including environmental health, environmental protection, pest management, vector control, development compliance, animal management, regulated parking and local laws have actively been responding to requests for service and assistance from the community and taking action to ensure public health, safety, order, equity and environmental values are being maintained.

Vector Control

The table below represents the mosquito control work carried out by the Vector Control team in September 2018.

Sites Inspected	Sites Treated	Hectares Treated
127	92	431Ha

Licensing and Approvals Summary for September 2018

Premises	Premises Inspected	% Compliant	% Non-compliant		New and Renewal Applications Approved
			Minor*	Major†	
Caravan Park					1
Accommodation	2	50%	50%		2
Food	36	78%	19%	3%	21
Swimming Pools	1	100%			2
Outdoor Entertainment/Event Permit					5
Footpath Dining	1	100%			6
Skin Penetration	3	100%			1
Temporary Food	3	100%			4
Vending					1
Total	46				43

* Minor = small number and /or low risk requisitions required to be actioned by operator through an Officer issuing a verbal direction, inspection report or letter.

† Major = high number and /or high risk requisitions required to be actioned by operator through an Officer issuing a notice or improvement notice.

Proactive Patrols

Proactive Patrols are conducted at times when dog owners are most likely to be walking with their pets.

Date	Suburb	Action / Comments
1 September 2018	Slade Point	5 dogs on leash, 1 caution
2 September 2018	Slade Point	15 dogs on leash, 2 cautions
7 September 2018	Andergrove	8 dogs on leash
8 September 2018	Slade Point	5 dogs on leash, 2 education interactions
8 September 2018	Mackay Harbour	2 dogs on leash
8 September 2018	Bucasia	12 dogs on leash, 2 education interactions
8 September 2018	Eimeo	5 dogs on leash, 2 education interactions
8 September 2018	North Mackay	3 dogs on leash
9 September 2018	Mount Pleasant	12 dogs on leash
9 September 2018	Ooralea	1 dog on leash
9 September 2018	Bakers Creek	No dogs identified
11 September 2018	Armstrong Beach	2 dogs on leash, 1 education interaction
11 September 2018	Bucasia	24 dogs on leash
11 September 2018	Shoal Point	18 dogs on leash, 4 education interactions
16 September 2018	Seaforth	12 dogs on leash
18 September 2018	Beaconsfield	20 dogs on leash, 1 caution
19 September 2018	Bucasia	3 dogs on leash
22 September 2018	Shoal Point	No dogs identified
22 September 2018	Bucasia	3 dogs on leash, 1 education interaction
22 September 2018	Mackay Harbour	4 dogs on leash, 3 cautions
23 September 2018	Seaforth	3 dogs on leash
23 September 2018	The Leap	1 caution

Pest Management

- Baiting Programs for wild dogs and pigs in September 2018 – 49 hours
- Surveying and spraying biosecurity risk weeds in September 2018 – 58 hours
- 133 properties have been baited for wild dogs and pigs in 2018.

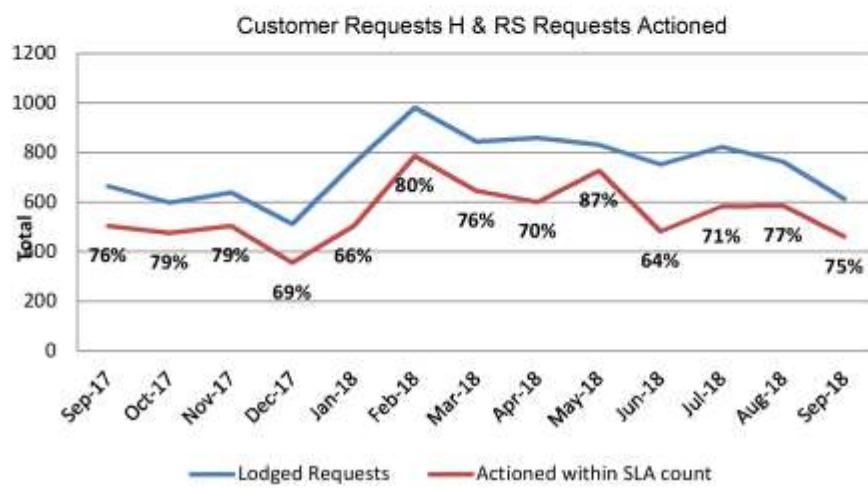
Education and Training Sessions

Food safety training sessions are conducted for non-profit organisations and for food handlers at festivals and events. School education includes responsible pet ownership and dengue fever awareness.

Customer Requests

Throughout September 2018, 613 requests for service were received, compared with 664 for September 2017.

75% were completed in nominated timeframes for this month. Health and Regulatory Services aim to complete 85% of requests for service within nominated timeframes, however, depending on the circumstances of each individual matter and the speed at which compliance can be achieved using compliance processes, timeframes for completion can be influenced.

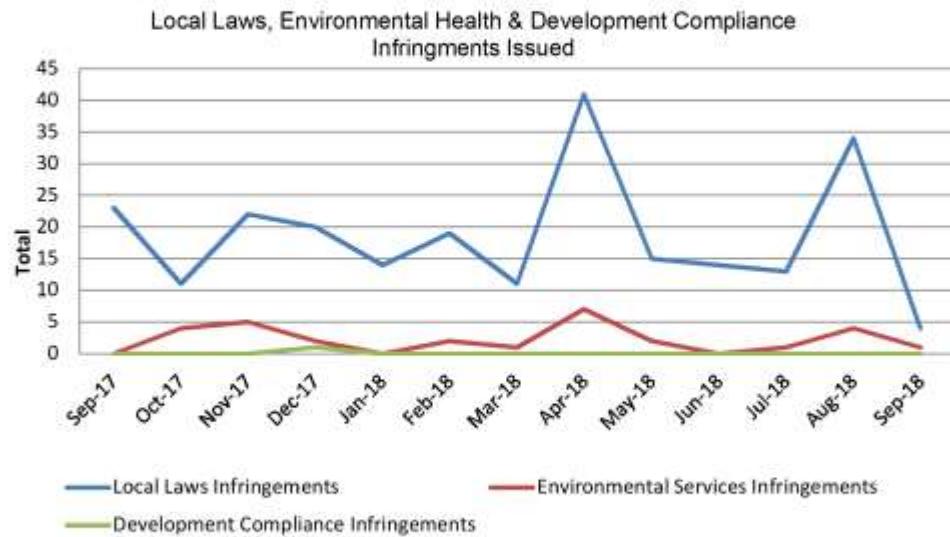


Monthly Infringements Activity

The graphs below provide a summary of infringement activity for Health & Regulatory Services over the past 12 months.

Officers regulate 2,525 on street car parks, off street car parks, loading zones and car parks designated for disabled people, daily.





Local Laws Infringements	Environmental Services Infringements	Development Compliance Infringements
<ul style="list-style-type: none">Animal not registered (2)Animal wandering at large (1)Overgrown allotment on more than once in 12 months (1)	<ul style="list-style-type: none">Illegally dump waste less than 2500L - individual (1)	<ul style="list-style-type: none">Nil

Animal Registrations - Number of Dogs & Cats Registered

Animal Type	Registrations September 2018
Cat	26
Dog	207

Off Street Car Parking – PayStay (as at 26 September 2018)

Total August Revenue for 2018 was \$19,426.15. This was \$1,768 more than August 2017.

Total August 2018 revenue was the highest for the year and includes the highest meter usage on record.

At the time of reporting, September 2018 had generated \$557 more than September 2017 and there was two more days of trading.

COUNCIL POLICY	
Accessible Communities Policy	
POLICY NO	044
DEPARTMENT	Community & Client Services
PROGRAM	Community Lifestyle
ENDORSED BY COUNCIL	[Date & Minute number]

1.0 Scope

This policy applies to all facilities, services, programs, activities and information owned by or under the control of Mackay Regional Council (MRC). It is also applicable to all MRC staff (temporary and permanent), Councillors and contractors who are acting on MRC's behalf or engaged in MRC business.

2.0 Purpose

To provide a coordinated policy framework for the delivery of accessible and equitable MRC services, programs, infrastructure; opportunities that facilitate necessary outcomes for all residents and visitors to the MRC; and to be treated in a fair manner when accessing these services.

3.0 Reference

The Accessible Communities Policy should be read in conjunction with the following relevant documentation and legislation.

- *Anti-Discrimination Act 1991(Qld)*
- *Disability (Access to Premises - Buildings) Standards 2010*
- *Disability Discrimination Act 1992 (Cth)*
- *Equal Opportunity in Public Employment Act 1992 (Qld)*
- *Human Services Quality Framework*
- *Local Government Act 2009*
- *Local Government Regulations 2012*
- *Multicultural Recognition Act 2016 (Qld)*
- *National Construction Code 2016*
- *QLD Industrial Relations Act 2016*
- *Work Health and Safety Act 2011(Qld)*

This policy should be read in-conjunction with the following MRC Documents.

- Mackay Regional Council's Corporate Plan 2009 – 2016-2021
- Accessible Communities Action Plan 2017-2022
- Mackay Regional Council's Equal Employment Opportunity Principle (2016)

4.0 Definitions

To assist in interpretation the following definitions shall apply:

Inclusive – is the practice or act of creating an environment where people feel included regardless of their individual circumstances, characteristics, abilities, culture, or background.

Advocacy shall mean lobbying at Local, State and Federal levels including submitting proposals for legislative change.

Access – is the practice of ensuring that all members of the community will have the opportunity to access information, services, facilities and activities regardless of individual circumstances, characteristics, abilities, culture, or background.

Council shall mean the Mayor and Councillors of Mackay Regional Council.

Equity – is the practice or act of ensuring that information, services, facilities, and activities are provided to the community in a fair manner regardless of individual circumstances, characteristics, abilities, culture, and background.

MRC shall mean Mackay Regional Council.

Organisation – refers to government organisations, community groups, not-for-profit organisations, for-profit organisations and service providers.

Fair and just - the criteria to determine whether an opportunity is fair and just is:

- All reasonable steps have been taken to provide information about the opportunity.
- The person has not been discriminated against.
- It will not cause 'unjustifiable hardship' to the person or the organisation providing the access.

5.0 Background

Local Governments have considerable obligations under the *Commonwealth Discrimination Act (DDA'92)*, *The Queensland Anti-Discrimination Act (1992)* and the *Equal Opportunity in Public Employment Act (1992)* to ensure that their facilities, services, programs, activities and information are accessible and provide equitable services to all members of the community.

Mackay Regional Council's Accessible Communities Action Plan (2017/18-2021/22) has been developed to support this policy and stated outcomes and to provide clear strategies and actions to achieve the objectives.

6.0 Policy Statement

MRC will provide its information services, facilities and activities in a manner that ensures inclusive access and opportunity to all.

MRC believes in building on existing strengths within the community to enable the Mackay Region to be a region that fosters community inclusion, values diversity and encourages participation by all in their community.

The Mackay Regional Council Accessible Communities Policy will:

- Value all people in the community;

- Recognise and build on individual and community strengths;
- Increase social, civic and economic participation by helping everyone acquire the skills and support they need to contribute and connect with the community;
- Provide a greater voice and greater responsibility by giving people a say in decisions that affect their lives and the opportunities to take responsibility for these;
- Ensure that MRC contributes to an inclusive community across the region by delivering accessible and equitable services, activities and programs;
- Ensure that MRC meets its Legislative requirements under the various relevant Acts of the State and Federal Government;
- Promote participation and inclusiveness in the community;
- Recognise and celebrate diversity in the community.

MRC will achieve this through:

- Supporting community events, activities, organisations, and services that encourage and enhance diversity, participation and well-being to address matters relating to equality of access and opportunity.
- Delivering MRC information, services, facilities, and activities in a manner that adheres to the approaches adopted by the Australian Social Inclusion Board and promoted by the Australian Council of Local Government:
- **Building on individual and community strengths** – making the most of individual's and community's strengths.
- **Building partnerships** – governments, organisations and communities working together to get the best results for the community as a whole.
- **Developing tailored services** – services working together in new and flexible ways to meet the needs of the community.
- **Building joined-up services and whole of government(s) solutions** – various parts and various levels of government to work together in new and flexible ways to achieve better outcomes and services for the community.

The objectives of the policy are to:

- Guide and improve MRC's planning, design and implementation processes to incorporate best practice access and equity principles in the provision of facilities, services, programs, information and open spaces and in conducting MRC's activities;
- Strengthen MRC's ability to pursue equitable access through lobbying other providers of facilities, services, programs, activities, information and open spaces at local, State and Commonwealth levels;

- Raise awareness of the equitable access and discrimination issues that exist for residents and visitors to the MRC area;
- Increase representation in MRC's public participation activities;
- Strengthen MRC's ability to pursue equitable access through development assessment;
- Decrease the risk of legal action.

7.0 Review of Policy

This policy will be reviewed when any of the following occur:

1. The related documents are amended or replaced.
2. Other circumstances as determined from time to time by a resolution of Council

Notwithstanding the above, this policy is to be reviewed at intervals of no more than three (3) years.

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date
1	New Policy		Council	

COUNCIL POLICY	
Sub-Metering (Potable Water Supply)	
POLICY NO	055
DEPARTMENT	Engineering & Commercial Infrastructure
PROGRAM	Planning & Sustainability
ENDORSED BY COUNCIL	

1.0 Scope

This policy relates to sub-metering requirements for new Multiple Unit Premises (MUPs) and some non-residential premises and provides for the mandatory requirements described in Part 4 of the Queensland Plumbing and Wastewater Code (QPW Code).

2.0 Purpose

To establish, in accordance with legislation, a formal Mackay Regional Council (MRC) position in relation to the requirement of *sub-meters* on a *meterable premises*. *Sub-meters* are required in all Multiple Unit Premises and some non-residential developments. These premises must be fitted with a device (water meter) to measure the amount of water supplied to the premises, as described in the QPW Code and the Mackay Regional Council's Guideline – Sub Metering (Potable Water Supply).

3.0 Reference

The head of power for this policy is based in:

- Water Act 2000
- Water Regulation 2002
- Building Act 1975
- Building Regulation 2006
- Sustainable Planning Act 2009
- Plumbing and Drainage Act 2002
- Standard Plumbing and Drainage Regulations 2003
- Public Health Act 2005
- Water Efficiency Labelling and Standards Act 2005
- Building Code of Australia
- Plumbing Code of Australia
- Queensland Plumbing and Wastewater Code
- Water Supply (Safety and Reliability) Act 2008
- Local Government Act 2009

This policy refers to:

- Mackay Regional Council – Sub-Metering (Potable Water Supply) Implementation Guideline.

4.0 Definitions

Classes 1 to 10 has the same meaning as provided in the Building Code of Australia – Classification of Buildings.

Council shall mean the Mayor and Councillors of Mackay Regional Council.

Existing Developments shall mean any development for which a Plumbing Compliance Certificate has been issued, or a request for such has been lodged, prior to 1 January 2008.

Master Meter shall mean a meter upstream of sub-meters and used to register the bulk consumption of the complex.

Meterable Premises shall mean:

- (a) all class 1 buildings; and
- (b) each lot within a community title scheme, including the common property, in a water service provider's area; and
- (c) the sole-occupancy unit of a class 2, 4, 5, 6, 7 or 8 building in a water service provider's area; and
- (d) each storey of a class 5 building in a water service provider's area where the building consists of more than one storey and sole-occupancy units are not identified at the time of the building's plumbing compliance assessment.

MRC shall mean Mackay Regional Council.

Multiple Unit Premise (MUP) shall mean new developments with multiple units on the property.

Sub-metering shall mean the installation of individual water meters to measure water consumption to individual houses, units, flats or apartments that form part of a complex.

Unit shall mean a house, flat, lot of land or an apartment within a complex.

Water Meter shall mean device, including equipment related to the device, for measuring the volume of water supplied to premises.

Water Supply shall mean the plumbing supplying water to *meterable premises* from a water service.

Water Service Provider has the same meaning as provided in the *Water Supply (Safety and Reliability) Act 2008*.

5.0 Background

The QPW Code (published date: 15 January 2013) extends that all new meterable premises require sub-metering water metering requirements beyond Class 1 buildings to include all *meterable premises* (see definition).

Owners of *existing developments* which would have a *master meter* but not *sub-meters* may choose to comply with the new *sub-metering* requirements at their own costs however, the owners do not have to comply with the new requirements.

Queensland State legislation the *Standard Plumbing and Drainage Regulation 2003* Section 8B 'Compliance with QPW Code' requires compliance with the QPW Code and states as follows:

- (1) Plumbing and drainage work and on-site sewerage work must comply with the QPW Code.
- (2) Plumbing and drainage work or on-site sewerage work complies with the QPW Code only if the work satisfies the relevant performance criteria under the QPW Code.
- (3) Compliance with the relevant performance criteria can be achieved only by—
 - (a) complying with the relevant acceptable solution under the QPW Code; or
 - (b) formulating an alternative solution that—
 - i) satisfies the performance criteria; and
 - ii) is shown to be at least equivalent to the relevant acceptable solution under the QPW Code; or
 - (c) a combination of paragraphs (a) and (b).

In particular, the QPW Code, Part 4 'Water meters for new premises', Section P1 specifies the following criteria:

'The water supply to a meterable premise must be fitted with a device (water meter) to measure the amount of water supplied to the premises'.

Sections P2, P3 and P4 further define requirements relating to metering a meterable premise.

6.0 Policy Statement

The water supply to a meterable premise must be fitted with a device (water meter) to measure the amount of water supplied to the premises in accordance with the QPW Code and the Mackay Regional Council – Sub Metering (Potable Water Supply) Implementation Guideline.

7.0 Review of Policy

This policy will be reviewed when any of the following occur:

1. The related documents are amended or replaced.
2. Other circumstances as determined from time to time by a resolution of Council

Notwithstanding the above, this policy is to be reviewed at intervals of no more than three (3) years.

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date
2	Review of Policy	Amendment to Document	Council	11.11.15
3	Review of Policy	No amendments	Council	

COUNCIL POLICY	
Related Party Policy	
POLICY NO	094
DEPARTMENT	Organisational Services
PROGRAM	Financial Services
ENDORSED BY COUNCIL	

1.0 Scope

This policy provides a framework for the identification of related party relationships and the disclosure of related party transactions with Mackay Regional Council (MRC).

2.0 Purpose

To ensure compliance with the *Australian Accounting Standard AASB124 related party disclosures* and the *Local Government Act 2009* to prepare financial accountability documents, including general purpose financial statements.

3.0 Reference

- Australian Accounting Standard AASB124 related party disclosures (AASB124)
- Australian Accounting Standard AASB10 consolidated financial statements (AASB10)
- *Local Government Act 2009*
- *Local Government Regulations 2012*

4.0 Definitions

To assist in interpretation the following definitions shall apply:

Close family members of a person shall mean those family members who may be expected to influence, or be influenced by, that person in their dealings with the MRC.

Control shall mean the ability to direct the business' activities of an entity through rights or exposure to returns from its involvement with the entity.

Council shall mean the Mayor and Councillors of Mackay Regional Council.

Councillor shall mean the Mayor and Councillors of Mackay Regional Council.

MRC shall mean Mackay Regional Council

Ordinary Citizen Transactions shall mean transactions with a related party that are made on terms that are considered reasonable if the parties were dealing at 'arm's length'.

Key Management Personnel (KMP) shall mean those persons having authority and responsibility for planning, directing and controlling the activities of MRC or MRC entities, directly or indirectly. This shall include; Councillors, Chief Executive Officer and Senior Executives.

Related Party Transaction shall mean the transfer of resources, services or obligations between a reporting entity and a related party, regardless of whether a price is charged.

Senior Executives shall mean an employee of the local government, (a) who reports directly to the chief executive officer and (b) whose position would be considered to be a senior position in the local government's corporate structure.

5.0 Background

Under the *Local Government Act 2009* and *Local Government Regulation 2012* all local governments in Queensland must produce annual financial statements that comply with Australian Accounting Standards.

The objective of *Australian Accounting Standard AASB124 related party disclosures* is to ensure that annual financial statements contain disclosures necessary for stakeholders to draw attention to the possibility that the financial position and financial performance may have been affected by transactions and outstanding balances with related parties.

This information will be audited as part of the annual external audit by the Queensland Audit Office.

The related party policy seeks to reduce the risk that MRC's transactions may be influenced by the interests of parties related to the transaction. This occurs where the parties are in a position to influence the decision of whether a benefit is provided to them and the terms of the provision of that benefit.

It is therefore important that KMP act honestly and with reasonable care and diligence whilst avoiding improper use of their position and information. It is equally important that KMP of the MRC are subject to a high level of accountability, including appropriate disclosure of their transactions with the MRC in the annual financial statements.

5.2 Policy Statement

5.2.1 Related Parties

A related party is a person or entity that is related to the MRC.

The following are related parties of MRC;

- i. Key Management Personnel (KMP)
- ii. Close family members of KMP

- iii. Any entities controlled or jointly controlled by KMP or their close family members
- iv. A subsidiary, associate or joint venture of MRC.

Other parties may be assessed to be related parties from time to time depending upon MRC's structure and delegations or in accordance with the requirements of AASB124.

KMP and other persons occupying or acting in the positions disclosed are required to complete a related party declaration to assist MRC in compliance with its statutory obligations. Declarations are requested bi-annually each financial year. Should an individual's circumstances materially change between these periods a new form will be required to be completed.

5.2.2 Disclosure

Transactions between MRC and related parties, whether monetary or not, are required to be identified. Disclosure of these transactions within the annual financial statements will be determined in accordance with materiality by assessment against nature and size when considered individually and collectively.

Materiality thresholds are reviewed annually as part of the audit process and reported related party disclosures will be in compliance with the framework of the *Australian Accounting Standard AASB124* and other relevant standards, as required.

Related party transactions excluded from disclosure requirements on the basis as ordinary citizen transactions are;

- Any valid discounts and fee waivers that are available to the party as an ordinary citizen and is available to any ordinary citizen in the same circumstance, and
- Any service or benefit provided as part of the normal MRC business operation to the party as an ordinary citizen and is available to any ordinary citizen in the same circumstance.

Transactions that may be disclosed if between related parties include;

- Any infrastructure charges, and
- Special waivers or reduction of fees, discounts provided despite late payments, waivers of interest on debts, or any other benefit not excluded that has been provided to the party,
- Include outstanding balances owed to MRC by KMP and their related parties.
- Other transactions as required by AASB124.

MRC will be cognisant of privacy and right to information requirements when dealing with the identification, retention and disclosure of related party transactions.

5.3 **Related Documents**

Related Party Transaction Procedure
Accounting Position Paper – Related Party Disclosures
Accounting Position Paper – Materiality

6.0 Review of Policy

This policy will be reviewed when any of the following occur:

1. The related documents are amended or replaced.
2. Other circumstances as determined from time to time by a resolution of Council.

Notwithstanding the above, this policy is to be reviewed at intervals of no more than three (3) years.

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date
1	New Policy	Statutory Requirement	Approved by Corporate Services Committee Meeting	20.07.16
2	Review of Policy	Minor amendments to Policy	Council	

	COUNCIL POLICY	
	Age-Friendly Communities	
	POLICY NO	057
	DEPARTMENT	COMMUNITY & CLIENT SERVICES
	PROGRAM	COMMUNITY PROGRAMS

1.0 Scope

This policy applies to all facilities, services, programs and activities owned by, or under the control of, Mackay Regional Council. It obligates all Council staff (temporary and permanent), Councillors, and contractors acting on Council's behalf or engaged in Council business.

2.0 Purpose

This policy outlines Council's obligations in ensuring that all facilities, services, programs and activities owned by, or under the control of, Mackay Regional Council are accessible to, and inclusive of, residents of all ages, particularly those aged 50 years and over.

The policy is designed to guide Council staff and Councillors in decision-making processes where the outcomes of those decisions have an impact, direct or indirect, on residents aged 50 years and over.

3.0 Reference

- Local Government Act 2009 (Queensland) and all subordinate legislation and regulations
- Anti-Discrimination Act 1991 (Queensland)
- Madrid International Plan of Action on Ageing, 2002 (United Nations Second World Assembly on Ageing)
- United Nations Principles for Older Persons, 2002
- "Building inclusive and resilient communities": Australian Social Inclusion Board (Australian Government), 2009
- "Positively Ageless: Queensland Seniors Strategy 2010-20", Queensland Government, 2010
- Mackay Regional Council Corporate Plan 2009-2014

4.0 Definitions

To assist in interpretation, the following definitions apply:

Older resident/older person shall mean any person aged 50 years or over who lives within the geographical boundaries of the Mackay Regional Council local government area.

5.0 Background

Councils have considerable obligations, through international, national, and State legislation and agreements, to ensure that their facilities, services, programs and activities are accessible to, and inclusive of, residents of all ages.

Demographic forecasting indicates that by 2031 almost 18% of MRC's total population base will be aged 65 years or older. This percentage represents over 30,000 persons and is an increase of 7.4% over 2006 figures.

Simultaneously, the percentage of people aged 24 years or less is expected to drop to 29.9% of the total population base, which is a reduction of 5.5% over 2006 figures.

Clearly, these population changes will lead to changed patterns of use of Council's facilities, services, programs, and activities. It is vital that Council plans for these changing patterns to ensure continued optimum levels of "value-for-money".

6.0 Policy Statement

Mackay Regional Council recognises that all members of our community, irrespective of age, play an important role in building and maintaining a vibrant and sustainable region. Council takes a leadership role in ensuring the provision of services, facilities, and programs that encourage the access and participation of all residents, including those over 50 years of age.

This whole-of-Council policy and its consequent Action Plan implements the following principles, outlined within the *United Nations Principles for Older Persons*:

- Acknowledgement of diversity among older residents – there is "tremendous diversity in the situation of older persons ... within countries and between individuals, which requires a variety of policy responses";
- Collaboration with all stakeholders – considerable evidence exists that cooperation and collaboration between public authorities and other stakeholders, including older people themselves, is a necessary component of an effective community-wide response to the challenges posed by an ageing population;
- Inclusion and participation of older residents – The United Nations maintains that "older persons should remain integrated in society, participate actively in the formulation and implementation of policies that directly affect their well-being";
- Mutual learning between Council and older residents – sharing both specialist knowledge and accumulated wisdom in a process of genuine involvement will enhance effective and appropriate outcomes;

- Nurturing of community capacity – this is "essential to access and harness resources for problem solving" and to help build a strong sense of community.

The objectives of the policy are to:

- Assist Council to fulfill a leadership role in the development of age-friendly communities, by supporting and promoting appropriate initiatives;
- Guide and improve Council's planning, design and implementation processes to incorporate best practice access and equity principles in the provision of facilities, services, information and open space provision and in conducting Council's activities ;
- Strengthen Council's ability to pursue equitable access through lobbying other providers of facilities, services, information and open space at local, State and Commonwealth levels;
- Increase resident participation in Council and community activities and events.

The policy is implemented through an Action Plan, documented separately

7.0 Review of Policy

This policy will be reviewed when any of the following occur:

1. The related documents are amended or replaced;
2. Other circumstances as determined from time to time by a resolution of Council

Notwithstanding the above, this policy is to be reviewed at intervals of no more than two years