



FINAL MINUTES

27 February 2019

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	27.02.2019	Adoption of Council Policies:
61203		* Clearances to Water and Sewerage Assets Policy

Declaration of Potential Conflict of Interest

Nil.

ORDINARY MEETING **MINUTES**

1. ATTENDANCE:

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

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

The meeting commenced at 10:00 am.

2. OPENING PRAYER:

Rev. John McKim led those present in Prayer.

3. ABSENT ON COUNCIL BUSINESS:

N/A

4. APOLOGIES:

N/A

5. CONDOLENCES:

Cr Camm expressed Council's condolences to the family and friends of Edward (Ted) Hanrahan. Ted was the loving husband to Viven Hanrahan (volunteer and member of Zonta) and father of Kathleen Gooch (former Council employee).

The Mayor expressed Council's condolences to the family and friends of Helena Huygen, mother of Bridget Mather, Director Community and Client Services.

6. CONFLICT OF INTEREST:

N/A

7. CONFIRMATION OF MINUTES:**7.1 ORDINARY MEETING MINUTES - 13 FEBRUARY 2019**

THAT the Ordinary Meeting Minutes dated 13 February 2019 be adopted.

Moved Cr Casey

Seconded Cr Mann (nee Fordham).

CARRIED

8. BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING:**8.1 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 11 February 2019 for information.

Related Parties

n/a

Officer's Recommendation

THAT the minutes of the Visual Arts Advisory Committee meeting held on 11 February 2019 be received.

AND THAT membership of two new members to the Visual Arts Advisory Committee (Leonie Woods and Glenda Hobdell) be endorsed

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Englert

Seconded Cr Walker.

Cr Englert noted that the Committee inducted two (2) members, Glenda Hobdell PHD candidate Practice Based Researcher at CQ University, Master Class Researcher and Teaching, Leonie

Woods, Board Member of Artspace Foundation for ten (10) years. Cr Englert noted in the report the 2019 exhibitions and the Public Art Proposal for Slade Point Water Tower. As per procedure for all public art, the Committee was consulted on the water tower proposal and it was unanimously supported. The Committee are also considering another proposal to put some artwork recognising our indigenous community on the Gordon White Library, with recommendations being provided at the next meeting.

CARRIED

9. MAYORAL MINUTES:

N/A

10. CONSIDERATION OF COMMITTEE REPORTS & RECOMMENDATIONS:

10.1 STRATEGIC FINANCIAL REPORT FOR THE MONTH OF JANUARY 2019

Author Director Organisational Services

Purpose

To adopt council's Strategic Financial Report for the month of January 2019.

Related Parties

Nil.

Background/Discussion

Under Part 9, section 204 of the *Local Government Regulation 2012*, the Local Government is required to prepare a financial report which the Chief Executive Officer presents at a meeting of the local government once a month.

The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held.

Consultation and Communication

Chief Executive Officer, Directors, Manager Financial Services.

Resource Implications

Council continues to forecast a small operating surplus of ~\$400K for the 2018/19 financial year

Risk Management Implications

No significant risks have been identified to date with variances continuing to be closely monitored as delivery of the budget progresses.

Conclusion

A favourable operating result was achieved at the end of January, with Council reporting a surplus \$3.7M above YTD estimates. This is primarily the result of higher than expected revenue from fees and charges, in addition to lower than forecast payments to suppliers for goods and services. It is however expected that expenditure will align with forecasts as delivery of the budget progresses.

Delivery of the capital budget is on track, with capital expenditure achieving 95% of the forecast YTD budget spend. Noting this includes adjustments for accrued expenditure.

Officer's Recommendation

THAT the attached Strategic Financial Report for the month of January 2019 be adopted.

The Chief Executive Officer (CEO) spoke to the report and provided an overview of the January 2019 Strategic Financial Report.

Cr Bonaventura questioned the Significant Risk - Legal Expenses and if the CEO felt confident that Council will be okay for the rest of the year.

CEO stated that an adjustment of \$300,000 was approved at the December reforecast and indicated that there is always a small risk if there are any major Court cases. One Planning and Environment Court case has been settled recently, with Court cases not known about when budgets are set are typically not budgeted for. CEO noted that there is another current Court case and these are generally expense with no costs rewarded either way, dependant on how that case goes, there is some risk involved. CEO stated that he is comfortable at the moment but there could be some risk on the unfavourable side.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Paton

Seconded Cr Mann (nee Fordham).

Cr Paton stated that the January Financial report is still tracking well for a surplus and understanding that the unders and overs are still being received. The Council's total cash total investment portfolio is \$167 M, between cash and investments is healthy and borrowings are around \$153M are tracking very favourably.

CARRIED

10.2 ORGANISATIONAL SERVICES MONTHLY REVIEW REPORT - - DECEMBER 2018 & JANUARY 2019

Author Director Organisational Services

Purpose

To provide Council with the Organisational Services Monthly Report for the month of December 2018 and January 2019.

Related Parties

N/A

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 each Program within Organisational Services.

Resource Implications

Nil.

Risk Management Implications

Nil.

Conclusion

Council is kept informed of activities within the Organisational Services Department.

Officer's Recommendation

THAT the Organisational Services Monthly Report for December 2018 and January 2019 be received.

The Chief Executive Officer (CEO) spoke to the report and provided an overview of the Organisational Services Monthly Report for December 2018 and January 2019.

Cr May queried in the Aquatic Facilities, if there was an explanation on why the drop-off attendance numbers at a number of the pools across the Region.

CEO acknowledged that the attendances numbers are down (2018/19: Bluewater Lagoon has slightly decreased from 36,000, Memorial 3,104, Pioneer 3,600 and Mirani 3,300), and stated that it could be due to the wet weather. CEO stated that Sarina's numbers had increased and was due possibly to things like the Surf Life Saving training sessions held at the pool. CEO has viewed the figures for February and the year-to-date figures aren't too much different to last year.

Cr May questioned if the operator of the facilities has been spoken to and did they offer any explanation of why they think the figures are significantly down on last years figures.

CEO responded that swimming class times (school terms), which is sometimes outside the control of the operator, there was quite a lot of wet weather in January, the pricing hasn't changed, as Council is aware. When the figures were received, it was reviewed and checked against the numbers September/October/November and they looked on par. CEO will have the figures for February checked but doesn't believe there is any underlying issues.

Cr Gee stated that when he saw the figures, he thought it may have been a result of a more accurate head count.

CEO stated that as Councillors were briefed last week, the new method of counting attendees at the facilities has been conducted since October and Council has seen no discernible difference in the numbers recorded. Council is just now confident the accuracy of the attendance numbers being recorded. This will be continually monitored over the coming months.

Cr Bonaventura raised the relativity of the data presented.

Cr May asked that a table be included in the monthly report of the attendances at each facility, with a comparison of month to month, year-to-date figure so that there is no speculation about numbers.

Cr Mann requested monthly comments from the operators on wet weather days and events, be included in the report.

CEO stated that he was uncertain if weather events were recorded but will investigate and request the table and comments be included on the monthly report going forward.

Cr Camm queried the Customer Service Centre - First Contact Resolutions (within 53% KPI). Given that this figure is only half of the phone calls received, Cr Camm requested further information to be circulated after the meeting, on what is being done to improve these numbers. Cr Camm acknowledged that the Call Centre are doing an amazing job, she would like to know what is being done to assist in increasing the number of calls being resolved at first point of contact. The calls not being resolved are then putting further pressure for call-backs from Officers. Is it information provision or Fact Sheets or is there trending requests where we are not able to help customers in the first instance.

CEO stated that this data is available and will be provided to Councillors after the meeting. CEO noted that sometimes the questions being asked are very complex that the Fact Sheets

the call centre are using do not have sufficient information to answer some questions, therefore are then passed onto the Programs. The Call Centre are continuously monitoring the trends and improving their Fact Sheets to assist the staff to answer these more complex queries.

Cr Camm expanded to her query - is there a trend out of one Department e.g. Rates and then increase or Development Applications. Where are the hot spots of complex queries. This information will assist Councillors understand the other Departmental reports where the standards of services across the other Departments.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Mann (nee Fordham)

Seconded Cr Paton.

Cr Mann commended the Directorate on the continued focus on safety. It is pleasing to see new staff in the People and Culture Program to further new initiatives to strategies such as the volunteer base, which is very important in supporting them; Health and Well Being, which slipped off the radar but is now being focussed on and Cr Mann does appreciate the attention that it is getting. The budget is tracking well and aiming for a small surplus. All the aquatic facilities saw good numbers over December and January, and particularly well utilised facilities for programs and competitions. It is pleasing to see Shared Services did meet most KPI's or exceeded them, which is really good to see, but was unsure if it was due to the increase of staffing numbers, but anyway a very good result. Procurement Services had a very busy two (2) months and it was really good to see that 99% of Council spend is local or contained in the ROC Region, and that it very encouraging to see.

CARRIED

10.3 DEVELOPMENT SERVICES MONTHLY REVIEW - 1 DECEMBER 2018 - 31 JANUARY 2019

Author Director Development Services

Purpose

To provide Council with the Development Services Monthly Review for the period of 1 December 2018 to 31 January 2019.

Officer's Recommendation

THAT the Development Services Monthly Review for the period of 1 December 2018 to 31 January 2019 be received.

The Chief Executive Officer (CEO) spoke to the report and provided an overview of the Development Services Monthly Report for December 2018 to January 2019.

Cr May questioned when the Sarina Township Revitalisation Study is it likely to be completed and brought back to Council.

CEO stated that the timeline given by the Consultant is the end of March, early April.

Director Development Services (DDS) stated that the car parking study needs to be completed and that will take approximately 6-8 weeks.

Cr Gee questioned the difference in figures for the Parks and Maintenance Activities January 2018 compared to January 2019 and the jump of approximately 500 jobs and if this is due to new parks coming online or is it due to the wet weather. Cr Gee requested to receive the cost breakdown of the increase between what was due to new parks and what was due wet weather events.

CEO stated that the information will be provided to the Councillors after the meeting, but it is possible that extra maintenance may be linked to weather events. Council does see an increase in requests in these months and extra staff are hired in Parks over the Christmas break to attend to mowing and maintenance of parks.

Cr Mann questioned the reference to Split Spaces and if Council is aware of what is occurring with the company and what funding is Council still providing.

CEO indicated that he will investigate and forward this information to Councillors after the meeting.

Cr Camm stated that the company was looking for a new Project Manager. Certainly, there was appetite for the GW3 to engage Resource Industry Networks and Chamber of Commerce to work with Split Spaces on a more collaborative approach, but this was rejected by Gerard Townsend, Director of Split Spaces. Cr Camm requested a confidential briefing with an update and to get an understanding of the company structure, as it is proving a little confusing for other stakeholders around funding and the like, not knowing what the future structure was going to be. It would be good to get an understanding of that before we give any future funding and believes that our funding may also occur via GW3 project and would like to get a status update. Cr Camm stated that there was an offer made by three (3) organisations to come together to help progress a way forward but that hasn't progressed.

The Mayor stated that his assumption is that it has all ground to a halt, which is a shame. Council is not an agency for that company but we do put funds in.

Cr Camm noted that there is a difference between Split Spaces, which is Maker Spaces and Start Up Mackay which is a separate not-for-profit organisation.

Cr Mann question how the visitation numbers to the Sarina Sugar Shed are counted. Does Council count visitors separately to the ticket sales, as not all visitors necessarily would go through the tour.

CEO stated that he will confirm but does think the numbers provided in the report would be for tour ticket sales and that there is no mechanism to count the number of people coming into

the café. It would be very difficult to count people coming into the café off buses and the like.

Cr Mann requested that the number of Volunteer hours at the Sarina Sugar Shed be recorded in the monthly report.

CEO confirmed that this information will be provided in the monthly report going forward.

Cr May stated that in relation to the Sarina Shed Sugar, and given that over the Christmas break a Councillor raised concerns of the viability, Cr May requested a report to review the history to get a feel for if the Sugar Shed is improving in its performance and if it's possible to measure the greater benefit of the Sugar Shed in both economic and socio activity in the Region and what it contributes to the Region as a whole.

The Mayor queried what performance indicators would Cr May like reported on.

Cr May stated the greater value of Sugar Shed brings to the Mackay Region area both socio and economic activity in that space, as well as looking back at the last few years.

The Mayor confirmed that Cr May was requesting attendance figures, sales etc.

Cr May confirmed those were the details.

Cr Bonaventura agreed with Cr May that he wanted to see those figures and have an open conversation and honest discussion on the performance in that area. Cr Bonaventura questioned the dramatic drop in visitors and Wifi users at the Sugar Shed from the September/October 2018. Cr Bonaventura assumed that this is a timing error where not many people are going through.

The Mayor stated that it may be seasonal.

CEO stated that it is due to it being a quieter time of year and had asked the DDS to ensure that there were no system outages.

DDS indicated that this was still being investigated and also acknowledged that the drop in Wifi usage coincides with the general drop in visitors experienced.

Cr Bella requested that within the review, the affect the awards won by the Sugar Shed have had on sales and performance, but also would like to see an aggregate total of what Council has spent of preparing and receiving the awards, not only out of the Sugar Shed budget but various other budgets. So as to see what dollars have been contributed towards the Sugar Shed and get a real feel for whether winning these awards are having are positive or economically negative effect overall.

Cr Camm questioned the proposed amendment to the Planning Scheme on the Recreational Vehicle attraction, noting that Council has been very proactive on the RV Strategy. Cr Camm noted in the report that Council was briefed and an internal review was conducted last February/March, but to understand, is that the only action that is progressing. Cr Camm stated that she thought there was further actions around marketing RV Strategy. Cr Camm requested an update to understand what elements of the Planning Scheme were amended to facilitate.

CEO indicated that the DDS would give an update and would provide a more comprehensive document after the meeting.

DDS confirmed the details would be forwarded after the meeting. DDS stated the amendments were being worked on and were close to being finalised but was not sure what parts were being amended. DDS stated that Economic Development (ED) have been considering what actions they take on the RV Strategy to further that.

CEO stated the information will be sent within the next week and a briefing will be organised.

Cr Bonaventura thanked the CEO for recognising his astuteness in relation errors to 10.2 and in 10.3 the Director gets a 100% mark as he found no mistakes. Cr Bonaventura commented on Carols in City held in December. The two-week period that the Chanteuse Carollers roamed the streets of Mackay was very well received and congratulated the staff who arranged those performances.

The Mayor seconded his comments and stated that a lot of great comments were received.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Camm

Seconded Cr Englert.

Cr Camm stated that it was pleasing to see the Development Applications are trending higher than last year across the Department and enquiry level is being monitored by the Department. It shows that the Region is in a recovery mode, which is great to see. And also, the enquiry level around Facilitating Development is still there and consistent but look forward to reviewing the Policy in light of the Priority Development Area (PDA). Cr Camm acknowledged the vast work of ED over the last few months and in particular this Program that the Manager was the Acting Director and so for that Department to continue to breadth of projects around trade, the application for moving forward with the Innovation Hub for GW3 as well as the Study Greater Whitsunday Initiative, and the City Centre Initiatives, it is always a busy time over December and January. Cr Camm requested DDS to pass on her congratulations the Manager and Program, as it was an enormous amount of work, not taking away from other Departments as they are very busy as well but wanted to highlight that Program.

Cr Englert followed on from Cr Camm's comments that the ED were also responsible for the excellent work conducted on the Mountain Bike Strategy and thanked the staff for all their efforts. Cr Englert noted the number of items ED has set up for the Region and noted that on 28th June, the 2019 Australian Mountain Bike Cross Country Olympic will be held here for the first time in North Queensland outside of South East Queensland and a round the UCI International, which is a big step forward for the Region and congratulations to the Department for finishing the Strategy and continuing some economic development programs in that area.

Cr Mann highlighted the focus on safety and no lost time injuries within the high-risk areas. Cr Mann noted the reporting of maintenance activities and attitude of staff from our customers, on

how our staff deal with the requests and the whole department needs to be congratulated on their performance.

CARRIED

10.4 ENGINEERING & COMMERCIAL INFRASTRUCTURE - TRANSPORT & DRAINAGE MONTHLY REVIEW - DECEMBER 2018/JANUARY 2019

Author Director Engineering & Commercial Infrastructure

Purpose

Attached is a copy of the Engineering & Commercial Infrastructure - Transport & Drainage Monthly Review for the period of December 2018/January 2019.

Related Parties

N/A

Officer's Recommendation

THAT the Engineering & Commercial Infrastructure - Transport & Drainage Monthly Review for the period of 1 December 2018 to 31 January 2019 be received.

The Chief Executive Officer (CEO) spoke to the report and provided an overview of the ECI Transport and Drainage Monthly Report for December 2018 to January 2019.

The Mayor noted that it was pleasing to see the Midge Point geobag wall and the Lamberts Beach nourishment process are both finally in operation.

Cr Casey questioned the status of the Dalrymple Road landslip works.

CEO responded that the land has stopped slipping and has not moved for some time. A side track has been completed and the geo-engineers are continuing to assess what needs to be done. It won't be a cheap fix, so Council needs to be confident on the works required and how access will be provided. It is a very complex matter, with works required to the underside, and Council is continuing to work through issues. There is access to the community via the side track and now hopefully coming out of the wet season. But it will be a very technically challenging project.

Cr Bonaventura queried if there is a timeframe around rectification works on Boundary Creek in the Bloomsbury.

CEO responded that there is no timeframe at the moment and the residents do have his direct number if any problems do arise. The residents are very happy with our staff, who are still doing repairs and trying to get access for them. Council is currently working through a number of items, but no timeframes have been allocated as yet.

Cr Bella queried if the side track on Dalrymple Road is located on private land or State land; and approximately how many residents are at risk on the other side of the damage.

CEO stated that he doesn't have an exact number, approximately between 20-40 residents, and that he believes the side track is on State land.

Director Engineering and Commercial Infrastructure (DECI) stated that the side track has been contained within the Road Reserve and the vehicle numbers were between 70-80 per day, suspecting most being return trips, approximately 30-40 properties.

Cr Bella questioned if there was an alternative route that could be taken.

DECI indicated that there was no alternative route available to residents.

Cr May questioned in relation to the wet weather event and monitoring Facebook the number of comments in the road repairs. There is confusion in the community of which roads are Council roads and what are State Controlled roads. Cr May stated that Council roads have held up very well and she thinks that it is result of the investment made over a number of years into resealing program and gravel resheeting on the rural roads. Cr May stated that in previous terms of Council a fact sheet had been released on roads and wondered if it might be time again to do a public education/media release, to raise awareness in the community that some of the roads are not ours, and in particular the ones that fall to pieces.

The Mayor stated that it is an age-old problem.

CEO responded that this could be looked at but need to be mindful to be clear and that Council is not seen to be putting it all back on State. CEO noted that he regularly gets comments from residents in Marian that the main road through that area is horrendous, but it is a State Controlled Road.

Cr Bella suggested that by using the new round-a-bout in Sarina as an example, it may be a way of making it appear more of an information dissemination activity as opposed to pointing the finger at State.

The Mayor stated that they are good suggestions and that questions are received every week on the roads that aren't Council and a dissemination of information in a manner that doesn't point a finger at Main Roads will be looked at.

Cr Camm congratulated the Departments that are across the sand renourishment and geobag repairs at Midge Point and subsequently at Lamberts Beach. Cr Camm suggested that as finalisation of the project and recovery activity whether Council would consider across Departmental participation, a community BBQ at both locations. Midge Point Progress Association are holding their AGM at 2pm Sunday, 24 March and whether Council would consider Councillors attending or if there are any other activities planned, particularly around the natural environment planting, as part of that community event and if Council would consider a similar event for Lamberts Beach.

The Mayor agreed that it was a good suggestion and requested the CEO to take the suggestion onboard.

CEO indicated that Midge Point won't be finished by 24th March, but will make arrangements with the community to hold an event.

Cr Camm noted that the recovery has taken some years and that rarely do we stop and recognise the project and community.

Cr Mann followed-on from Cr Camm's comment and that there was some contentious items at Lamberts Beach and thinks that a BBQ with the community at finalisation of the project would be a good idea.

Cr Bonaventura stated that in Midge Point, he understood that in the recent high tides that some of the geobags had been exposed and damaged and queried if rectification had been conducted.

CEO confirmed that three (3) bags were damaged due to the high tide and stated that they were being replaced this week by the contractor.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Casey

Seconded Cr Bonaventura.

Cr Casey congratulated the Directorate in the tiring times over January and that he had lots of good reports that potholes had been reported and they had been repaired the same day. Cr Casey acknowledged that the drains have been well mowed and the Region had been lucky that we didn't receive the rain on high tides and the drainage have worked, noting the drain in Chain Street was able to work quite effectively again. Cr Casey thanked the staff for their great efforts in some very tiring times in late January.

Cr Bonaventura congratulated the CEO on the water flow at Caping Road Bridge, with the enormous amount of rain the area received in January, it completely filled up the bridge to where there was no flow. Cr Casey, Cr Walker and himself witnessed that a couple of weekends ago while attending the community BBQ for the fires and pleasing to see the CEO arranged to get it cleaned very quickly and in relation to the Boundary Creek problem, where he gave out his number and arranged for rectification works as soon as possible. Cr Bonaventura stated that this gives Council a very good name and indicated that there are residents in the area that are very quick to speak negatively against Council and they have come back to Cr Bonaventura and said that it was excellent, service was great and they very much appreciated the way their issues were attended to give them access back to their properties. Cr Bonaventura reiterated that a big thank you to the CEO and staff who did the works.

CARRIED

10.5 ENGINEERING & COMMERCIAL INFRASTRUCTURE - WATER SERVICES MONTHLY REVIEW - DECEMBER 2018/JANUARY 2019

Author Director Engineering & Commercial Infrastructure

Purpose

Attached is a copy of the Engineering & Commercial Infrastructure - Water Services Monthly Review for the months of December 2018/January 2019.

Related Parties

N/A

Officer's Recommendation

THAT the Engineering & Commercial Infrastructure - Water Services Monthly Review for the period December 2018/January 2019 be received.

The Chief Executive Officer (CEO) spoke to the report and provided an overview of the ECI Water Services Monthly Report for December 2018 to January 2019.

Cr Camm requested an update to be sent after the meeting to Council in regards to the Q-WRAP project and noted there is some finance timing issues but also on the operational side.

CEO stated that the DECI will send the information to the Councillors after the meeting.

Cr Casey noted that the accreditation for the laboratory had been received and questioned when Council move into the new facility, will we have to go through the whole process again or will the accreditation be updated.

CEO responded that accreditation will remain as it is around processes, but there will be a need to check on some things, but experience in this field is that the accreditation remains.

DECI confirmed the accreditation stays and that annual reviews will be conducted to maintain the accreditation, it will just be a transition into the new environment, the processes won't change.

Cr Walker raised concerns on the comments on the damp patches at the Mt Pleasant Reservoir that need to be conducted prior to the expiration of the warranty period.

DECI took the comments on-board as there is three (3) aging tanks on-site and are never 100% water tight, and he will come back to Council after the meeting.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Bella**Seconded Cr Camm.**

Cr Bella stated that he is very happy to see the Eton water softening plant has come online and the decision to go ahead with that plant as opposed to going ahead with the Koumala plant, which had the harder water, was the economically rational decision to take at the time. Cr Bella is looking forward to start on the Koumala water softening plant as it has been the hardest water in the region. That plant and the work being done in the main street of Koumala is making that town a picture.

Cr Camm stated that she will be monitoring, along with other Councillors, in relation to the asset damage incidents that were highlighted in the Executive Summary, as Council continues to focus on safety as an organisation and hopefully everyone is well rested and has come back from their breaks. It is pleasing to see that no one has been injured and noted that the incidents are around reversing vehicles and could have significant ramifications. Cr Camm congratulated the department and those representatives that attended the Water Services Association of Australia benchmarking workshop, picking up the Highly Organised Award and around the first-round data. Cr Camm is continuously impressed with the staff and innovation and diligent way Council takes the information data and utilise it across the water business.

Cr Casey congratulated the Laboratory staff on the conducting 31,000 tests done in January. 31 days in January, removing weekends, the staff have done a wonderful job with the number of sampling they have done on all the water supplies.

CARRIED

10.6 ENGINEERING & COMMERCIAL INFRASTRUCTURE - WASTE SERVICES MONTHLY REVIEW - DECEMBER 2018/JANUARY 2019

Author Director Engineering & Commercial Infrastructure

Purpose

Attached is a copy of the Engineering & Commercial Infrastructure - Waste Services Monthly Review for the period of December 2018/January 2019.

Related Parties

N/A

Officer's Recommendation

THAT the Engineering & Commercial Infrastructure - Waste Services Monthly Review for the period of December 2018/January 2019 be received.

The Chief Executive Officer (CEO) spoke to the report and provided an overview of the ECI Waste Services Monthly Report for December 2018 to January 2019.

Cr Camm raised the issue of budget for the Not-For-Profit Organisations, in particular Lifeline, and dumping of rubbish at their bins. Cr Camm is wondering if there is an opportunity to potentially meet with the organisations and relevant staff to tackle the issues. \$27,000 is budget for Lifeline for waste removal and they have already exceeded their allocation significantly and while Council does that as a service to the community and the organisation. There is a real issue of people dumping, what they may see as recycled or an opportunity for people in need to utilise, where in fact it is just absolute rubbish. It is a longstanding issue, but it would be good to understand with Lifeline, other stakeholders and other regional Councils how they are dealing with this issue.

The Mayor acknowledged that it has been a longstanding issue and Council has held several meetings with Lifeline over it. It is a big problem for Council, the organisations and the community of people using these bins to dump rubbish in, which then contaminates the whole bin, then bin whole bin needs to be taken to the dump. The Mayor suggested that a Round Table discussion be organised with the stakeholders.

CEO stated this has been an ongoing issue for many years. Council sets the budget and Lifeline exceeded their budget in February/March last year and they are aware that they need to pay and that the budget is the budget. CEO noted that every Monday morning you can drive around the city and there are piles next to the bins where they have either gotten into the bin and thrown it out, or people have dumped it next to the bins. CEO stated that the Manager Waste Services spent quite a bit of time with the previous Manager of Lifeline, Lyn around the number of bins around the city, whether fences need to be put up. Lifeline indicated that they preferred not to do that, and possibly there is funding opportunities for them to fence the Shakespeare Street one off to get some control. CEO remarked that it would be a good idea to contact other Councils to see what they are offering or any concessions.

Cr Bella stated that Council need to keep in mind that some of these people are well meaning people that are making errors, and that there are people who are simply just dumping. That dumping is a problem is many private ratepayers on farms in the region and they are responsible for the costs of removal of that illegally dumped matter. The problem with a lot of the illegal dumped situations, is that the contaminated rubbish contains syringes and are almost in every illegal dumping episode. If Council is doing something with Lifeline directly and trying to do something the public to educate them, Cr Bella suggests that Council expand that once again, to make people aware that illegal dumping in not on. The onus is back on the individual whose land it has been dumped on, who is wearing the cost and the danger of cleaning it up.

The Mayor thanked Cr Bella for his comments and agreed on the issues around illegal dumping.

Cr Bonaventura followed on from Cr Camm and Cr Bella's comments that the State notes in their draft Waste Strategy that it costs Councils \$18M per year to dispose of 6,000 tonnes of illegally dumped material. This is a huge impost of cost on Councils around the State. Cr Bonaventura questioned the number of replacement bins and if this figure includes stolen bins. If it doesn't include the number of stolen bins, can the data for the number of stolen bins for the

last three (3) months be provided after the meeting. Cr Bonaventura noted that historically there had been an issue with bins being stolen and would like to know if that is still occurring.

CEO confirmed that stolen and damaged bins is provided as the one figure and asked the DECI to provide these broken down data to Councillors.

Cr Bonaventura stated that there was no significant change in data for the inbound tonnes into the Mackay Recycling Facility (MRF), Council had been worried about a large decrease due to the container refund scheme, and Cr Bonaventura requested a report be brought before Council on the positive or negative results of how Council is going. It may be too early to tell any real effect the container refund scheme it is having on our income.

CEO stated that there has been an improvement in population growth but are unable to tell the difference between what is due to growth/extra material verses what might have been impacted by the container refund scheme and requested more time to assess the data prior to bringing a report back to Council.

Cr Bonaventura thanked the CEO and stated he will be looking forward to the report. Cr Bonaventura noted that finalisation report on contamination levels in recycling bins and asked if that report will be coming to Council as Cr Bonaventura finds it handy to have the true data when discussing contamination issues with residents.

CEO stated that indicated that the report will be circulated to the Councillors when available.

Cr Paton followed-on from Cr Bonaventura's questioning on the container refund scheme and requested a briefing on the whole waste industry now that the State has released their draft Strategy, Waste Levy is commencing soon and how the container refund scheme is tracking.

The Mayor asked Cr Paton to define what is to be covered in the briefing.

Cr Paton stated that he wanted the briefing to cover what changes are coming and how the budget will be affected going forward.

CEO indicated that discussions and lobbying is still occurring with the State Government. There has been movement on what is in and out of the new Waste Levy and within the next couple of months Councils will be more aware of what will be included in the Levy. Council has the internal number on what we think will be affected, but there are grey areas around some things. CEO stated that at the Greater Whitsunday Council of Mayors last week, LGAQ gave a report saying that they expect some wins on lobbying that is being done on some points. CEO requested if a report to Council could be held off for 6-8 weeks to allow the information to be pulled together.

The Mayor stated there are still vast differences in the container deposit scheme example between Townsville and Mackay. Townsville is collecting nearly 4 times refundable deposits compared to Mackay. Council needs to understand if this is normal or what is going on. After the report from LGAQ, there is a lot more discussion to be held around waste.

Cr Paton agreed and wanted the briefing noted for the coming months.

CEO stated that the briefing would be listed for May 2019.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Paton

Seconded Cr Mann (nee Fordham).

Cr Paton stated that this Program has once again, achieved no lost time injuries for month and are really showing they have wonderful safety management across the Program and congratulated the Manager and staff. The budget is showing surplus at this stage and hopefully this can be maintained in the coming months. As CEO noted the increase of waste coming into Hogans Pocket is an encouraging growth indicator has the region, as the majority of the rise was via commercial waste. Cr Paton stated that now the State draft Waste Strategy has been released, he is interested to see what improvements Council can implement.

CARRIED

**10.7 FACILITATING DEVELOPMENT IN THE MACKAY REGION POLICY -
ILLUKA INVESTMENTS PTY LTD - RESIDENTIAL DEVELOPMENT -
RICHMOND HILLS ESTATE - STAGE 5**

Author Senior Economic Development Officer

Purpose

To assess an application under the *Facilitating Development in the Mackay Region Policy*.

Related Parties

- Illuka Investments Pty Ltd
- Vassallo Constructions

Background/Discussion

The proposed development is for Stage 5 of the *Richmond Hills* residential estate located at Grangewood Avenue, Richmond.

Richmond Hills Stage 5 is an extension to the existing Richmond Hills Estate which borders McCready's Creek. *Richmond Hills Stage 5* consists of a 46-lot residential subdivision and construction of a local park adjacent to McCready's Creek. The development includes earthworks, roadworks, sewer, water, stormwater, electrical, NBN and landscaping.

A development application (DA-2013-136) was approved for 56 lots on 28 October 2014 and was later amended to 46 lots on 19 October 2018 (DA-2013-136/A).

Incentive Requests

The applicant requested the following Specific Incentives under Schedule 7 of the *Facilitating Development in the Mackay Region Policy – Residential development in urban areas* (Policy) on 3 October 2018:

- 20-30% concession on infrastructure charges:
 - Infrastructure Charges = \$1,303,451.40
 - Requested concession = \$272,024.64
 - Amount payable = \$1,030,426.76

It is noted that Schedule 7 of the Policy was removed in Version 5 of the Policy which was adopted by Council on 28 November 2018. Given that the application was lodged prior to this date assessment has been undertaken against Version 4 of the Policy which was in effect at the time the application was lodged.

As per Schedule 7, Infrastructure Charges may be reduced by up to 20% of the net charge amount identified on the Infrastructure Charges Notice. Additional reductions are applicable where proposed lot sizes are less than 550m², as outlined below:

- 20% – lots greater than 550m²
- 30% – lots between 450m² and 549m²
- 35% – lots less than 450m²

Council may consider reductions in infrastructure charges beyond these rates for applications that can demonstrate that they will generate significant long-term economic benefits, job creation and have transformative outcomes that will diversify the existing economic base of the region. The Policy is discretionary and seeks to support projects that will deliver the greatest economic benefits to the region.

General Eligibility Criteria

The Policy seeks to attract investment in qualifying development to stimulate growth, diversify and add value to the economy of the Mackay region.

Based on information provided by the applicant, the proposal satisfies the requirements under the General Eligibility Criteria for consideration under Schedule 7 of the Policy.

Criteria	Eligibility
<p>Timing of development Lots are registered within 2 years.</p>	<p>Preliminary site works commenced in December 2018 and construction is expected to be finalised by April 2019.</p> <p>While it is not the Policy's intent to support concessions for developments that have commenced construction, it is proposed this application is considered for concessions based on the following grounds:</p> <ul style="list-style-type: none"> • The applicant submitted their Stage 1 - Expression of Interest on 3 October 2018, prior to the commencement of construction. • The assessment of this application was delayed due to the

	<p>annual review of the Policy and an influx of applications.</p> <ul style="list-style-type: none"> • The development complies with all eligibility criteria. • The consideration of this application is undertaken in good faith at the discretion of Council and does not set a precedent given its unique circumstances and history.
Non-Government Development	Yes
Infrastructure capacity	<p>Offsets are in place for the construction of trunk infrastructure relating to the road, water and parkland networks.</p> <p>In accordance with the Amended Infrastructure Charges Notice, the establishment costs of these works (to be agreed to by Council) are to be offset against the net infrastructure charge amount.</p> <p>As the establishment costs of these works have not been determined, it is proposed that any infrastructure charge concession only be applied to the net charge amount calculated following the subtraction of any offsets.</p> <p>The use of this methodology will ensure that the granting of concessions does not introduce any additional infrastructure costs to Council.</p>

Location Specific Eligibility Criteria – Stage 2

Based on information provided by the applicant, the proposal satisfies the requirements under the Location Specific Eligibility Criteria of Schedule 7 of the Policy:

Criteria	Eligibility
<p>Economic Investment For a reconfiguration of a lot development, the development must create a minimum of 5 additional saleable lots on the same Survey Plan.</p>	<ul style="list-style-type: none"> • 1 into 46 lot residential subdivision • Estimated total capital investment \$4.413 M (including GST) • Estimated construction costs \$3.156 M (including GST) • Based on Council's economic modelling, from a direct injection of \$3.156M (construction costs), flow on economic output will be \$3.728M totalling \$6.884M economic impact. • The applicant has provided additional modelling that proposes the development will result in an average build cost of \$400,000 (including GST) x 46 dwellings, therefore an approximate output of \$18.4M (including GST) during construction phase. • The applicant has indicated they will engage local consultants and utilise 100% local civil contractors. Materials are sourced locally wherever possible.
<p>Employment Generation</p>	<ul style="list-style-type: none"> • Economic modelling indicates the project will generate 7 direct and 11 indirect jobs, totalling 18 jobs during construction. • The applicant's modelling proposes the development will create 18 FTE construction jobs, 4 FTE construction support jobs (suppliers, etc) and 5 FTE project management / supervision jobs during construction

	(approximately six months). Additionally, the applicant predicts the residential building phase will generate 6 FTE jobs per dwelling for the duration of each building contract (4 months) x 46 dwellings in total.
Applicable Area Appropriately zoned land located within the Priority Infrastructure Area.	The development is in an applicable area.
Applicable Land Uses The Policy applies to the Reconfiguration of a Lot or a Material Change of Use for uses that are consistent with the “applicable land uses” listed in the Policy as defined by the relevant planning schemes in effect at the time of application.	The development is for the reconfiguration of a lot.

Business and Regional Benefits

Based on the information provided by the applicant, the new residential development supports increased business activity within the local construction industry, manufacturers and suppliers, and provides additional employment opportunities across various sectors.

The proponent contends the development also will generate long-term jobs to support the increased residential population, and flow-on benefits will be realised at local schools, and increased business activity in shopping centres, commercial precincts and restaurants.

The residential vacancy rate in the Mackay region of 0.9% in September 2018 suggests the need for new housing construction. This development will provide additional supply, potentially assisting housing availability and affordability.

Consultation and Communication

Development Assessment considered and approved the development application through the statutory assessment provisions provided by the *Sustainable Planning Act 2009* and the *Planning Act 2016*. As part of this assessment process Development Assessment consulted with the other relevant sections of Council.

The Director of Development Services has also considered this application and provided approval for the Expression of Interest to progress to a Stage 2 application.

Resource Implications

In accordance with the Infrastructure Charges Notice, the development has a net infrastructure charge of \$1,303,451.40 - less offsets (+ annual adjustments).

The development’s Infrastructure Charges Notice identifies that offsets are applicable for the construction of trunk infrastructure relating to the road, water and parkland networks. The establishment costs of these works (to be agreed to by Council) are to be offset against the infrastructure charges net charge amount of \$1,303,451.40.

It is proposed that infrastructure charge concessions are only applied against the net charge amount calculated following the subtraction of any offsets. The application of this methodology will ensure that the granting of concessions does not introduce any additional infrastructure costs to Council.

As the establishment costs of the offsets has not yet been determined, it is not possible to accurately calculate the net charge amount for which the concessions will be applied against.

Concessions based on the rates provided in Schedule 7 of the Policy would result in reductions as per below:

- 20% concession on 42 lots
- 30% concession on 4 lots

Lots		Net Charge	Concession (%)	Concessions (\$)	Charges Payable
	42	\$1,190,107	20%	\$238,021	\$952,086
	4	\$113,344	30%	\$34,003	\$79,341
TOTAL	46	\$1,303,450		\$272,024	\$1,031,427

The concession amount will reduce following the subtraction of an offset from the net charge amount. The calculation of concessions against the net charge amount following the reduction of offsets eliminates the risk of Council being exposed to additional infrastructure costs.

Risk Management Implications

There is a risk that granting significant concessions can leave Council exposed to similar claims in the future and that a potential infrastructure funding gap could present. These risks are sufficiently mitigated through the following measures:

- An existing development approval is in place and on-site infrastructure requirements have been reviewed as part of the assessment process;
- Approved concessions are dependent on Council not incurring any additional infrastructure costs. The calculation of concessions against the net charge amount following the reduction of offsets eliminates the risk of Council being exposed to additional infrastructure costs;
- Strict timeframes are placed on claiming approved concessions. If the lots are not registered within the recommended timeframe, the concessions will no longer be applicable and 100% of the applicable Infrastructure Charges will be applicable to the development;
- The consideration of this application, regardless of its construction status, is undertaken in good faith and is at the discretion of Council. The development does not set a precedent for other development which has commenced construction;
- Council can review the application of the Policy at any time.

Conclusion

The Policy provides incentives for development that will deliver economic development and growth outcomes in alignment with Council's policy and planning objectives.

The proposed application supports the desired outcomes of Schedule 7 of the Policy and the provision of concessions will facilitate the delivery of the project and the delivery of construction jobs and increased economic output.

Officer's Recommendation

THAT the following Specific Incentives are approved under the Facilitating Development in the Mackay Region Policy for Richmond Hills Stage 5 residential development located at Lot 1 Mackay-Bucasia Road, Rural View and Lot 905 Boveys Road, Richmond for DA-2013-136/A:

- a) Concession of \$272,024 (to be confirmed at time of payment) applied against the net charge amount calculated following the subtraction of any offsets (+ annual adjustments), identified on the Infrastructure Charges Notice for DA-2013-136/A.
- b) The above infrastructure charges concessions are only applicable against the net charge amount calculated following the subtraction of any offsets (+ annual adjustments).

AND THAT the approval of the concessions is dependent on:

- c) The lots being registered by 27 February 2020.
- d) No additional infrastructure costs incurred to Council (including establishment and bring forward costs).
- e) The developer utilising local contractors and suppliers.
- f) The final concession amount will be confirmed at the time of payment in accordance with the following concession rates:
 - 20% concession for lots greater than 550m²
 - 30% concession for lots between 450m² and 549m²

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Camm

Seconded Cr May.

Cr Camm stated that it is very pleasing to see that there is a demand for residential lots in Mackay region. The report outlines the data that the region has been experiencing almost a 1% vacancy rate across the region. Cr Camm noted that when speaking to local industry that there is a high demand for rental properties and that then drives the market for new housing construction. Seeing that the change from one (1) lot to forty-six (46) residential lots bringing potentially 46 new homes across our region, it is fantastic for the construction industry, in particular not just the civil or construction but also local builders and Master Builders and a like, and their members across the region to see new housing development. Cr Camm stated that we know the multiplier effect that has, then impacts on positive economic outcomes for our local retailers and local businesses across the region by supporting those trades. Given that the current investment is in excess of \$3M and is offset from infrastructure charges of \$172,000, it demonstrates on behalf of Council, confidence in the ability of this development to occur and note that there are strict guidelines for the lots to be registered within a twelve (12) month

period. It will be fantastic to see those lots registered and houses beginning construction in 2020. Cr Camm commends the Officers report as well as the application.

Cr Bella noted the Facilitating Development Scheme is just that, to facilitate development, however it is often at the cost to ratepayers. Cr Bella acknowledged that development in a lull facilitating development was necessary, Cr Bella has always been a believer in organic growth of development. Cr Bella also noted that all indicators are that the economy is improving with the waste figures, increase in applications and the vacancy rates. If you take a drive through Paget, you will see an increase in businesses advertising vacancies. Cr Bella stated that at this stage the Facilitating Development Scheme, whilst an adjustment had been done in November, is getting to a point where it is probably not as necessary, development is improving and Council should look towards rationalising the scheme to minimise the cost to ratepayers.

The Mayor stated to Cr Bella that this was not a debate about the Scheme itself, that debate can be had at a later time, it is a time to speak either for or against the report.

Cr Bella stated that at no way was he debating the point, he was stating that he was in favour of this particular development. Cr Bella feels that Council should review it as soon as possible.

CARRIED

10.8 PETITION REPORT - REQUEST FOR A COURT FACILITIES IN SCHAEFER STREET PARK

Author Parks Planning Coordinator

Purpose

To provide Council with officer recommendations in relation to a petition requesting that a basketball half court and netball hoop be installed in Schaefer Street Park.

Related Parties

- Petitioners (as per Attachment 1)

Background/Discussion

Council received a 'Petition for a Basketball Half Court and Netball Hoop at Schaefer Street Park' report at the ordinary meeting on 14 November 2018. At this meeting, Council resolved to:

THAT the petition be received and referred to the Chief Executive Officer for a report to be prepared for consideration by Council's which investigates the issues identified within the petition.

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

Moved Cr Camm

Seconded Cr Casey

In accepting the petition, Council requested that consideration be given to the park's infrastructure and social planning elements that may influence this request. Both aspects have been covered in this report.

In preparing this report, officers have referred to the following:

- Recreational Open Space Strategy for the Mackay Region 2018; and
- Planning Scheme Policy: SC.6.16 Open Space.

Schaefer Street Park

Schaefer Street Park is in West Mackay, and as seen below in Figure 1, enjoys frontage to Schaefer, Gillan and Hunter Streets. The reserve has been developed as a local park. In accordance with the Planning Scheme Policy SC.6.16 Open Space, a local recreation park is intended to provide a short stay (less than 3 hours) outdoor recreation opportunities within convenient walking distance of residences and workers in employment centres. The service catchment of a local park is residents living (or working) within a radius of 400 metres.



Figure 1: Schaefer Street Park.

Schaefer Street Park services the northern parts of West Mackay situated on the western side of Nebo Road. As indicated below in Figure 2, the park is close to the two primary schools operating in the suburb (i.e. Mackay West Primary and St. Francis Xavier). It is also within walking distance of the 'Fourways' service centre at the intersection of Nebo Road and Bridge Road. This area contains the Nick's IGA Supermarket, Australia Post and other retail offerings as well as range of health-related services.



Figure 2: Aerial view showing Schaefer Street Park in relation to nearby primary schools and the Fourways Service Centre. The Proximity of Griffin Street Park is also indicated.

Schaefer Street Park reflects the age and character of West Mackay. The rectangular shaped park is easily accessed and fits into the surrounding urban area. The park has become known for its large shade trees, which contribute greatly to its charm and recreational appeal.

As indicated below in Figure 3, the park contains a selection of play equipment which is divided between two discrete play areas. The play space on the Schaefer Street side of the park caters mostly to toddlers and pre-school aged children. The second play area contains larger-size equipment designed for primarily school aged children. The park also provides access to a small picnic shelter with picnic setting as well as public toilet facilities.

The quality of the playground facilities in terms of 'play value' is low. This is due to the limited amount of equipment remaining in the park and also the age of equipment. In recent years several pieces of the equipment in both play areas has been removed due to safety concerns and has not replaced.



Figure 3: Layout of the park showing the level of embellishment. The size of a half basketball court has been shown to demonstrate the potential impact this feature would have on the park.

Justification for basketball half court and netball hoop

The performance standards for Local Recreation Parks as outlined in Planning Scheme Policy SC.6.16 do not require the inclusion of sport infrastructure such as a basketball court and netball hoop. In addition, none of Council's relevant strategies or strategic planning documents indicate that Schaefer Street Park should be upgraded to include this type of infrastructure or to a higher order park (such as a district recreational park).

West Mackay currently meets the required target in terms of the number of parks with children's playground facilities. In addition to the playground in Schaefer Street Park, the suburb is serviced by the facilities provided in the Botanic Gardens, Col Story Rotary Park and Longair Street Park opposite Parkside Shopping Centre which is on the boundary with South Mackay. Griffin Street Park, which is technically within Mackay's CBD, is also relatively close. In addition to having a fully covered playground, Griffin Street Park also provides access to a half basketball court.

A summary of the provision of informal sporting and exercise facilities currently provided and maintained by Council across the region is provided in Attachment 2. In terms of access to informal sporting and exercise facilities in the immediate area, there is a half court in Griffith Street Park and Kemmis Skate Park is within walking or riding distance from West Mackay. The new facilities afforded in Queens Park (district-level playground) in East Mackay and the half court facilities in South Mackay at Ron Anderson Park would be the next closest. Some commercial facilities are also available in Ooralea. Access to formal sporting clubs and competition-standard sporting facilities are available in the South Mackay

Sports Precinct. Similarly, various recreational opportunities area also available within Mackay's CBD. These should also be considered as part of the overall recreational infrastructure provided within reasonable proximity to residents living in West Mackay.

Griffin Street Park, which is located relatively close to Schaefer Street Park (see Figure 2), contains a half basketball court. This court is not well used. This brings into question the likely use of a similar court in Schaefer Street Park.

Location and design

Figure 3 provides an indication of the size of a standard half-court in relation to the current play areas within Schaefer Street Park. A half court would consume a reasonable portion of the open area available within the park, and will be difficult to accommodate given the mature trees contained within the site assuming that every effort should be made to retain them.

Estimated cost

The cost to install a traditional half court verses a multi-sports half court has been indicated below. In addition to the construction costs, the additional project-related costs including design, project management fee, corporate overheads and contingency (30% at pre-design) has also been calculated to provide an estimated cost to deliver the project.

Description	Construction	Project Costs	Total
<i>Half concrete basketball court including traditional backboard with hoop and line-marking.</i>	\$ 40,600.00	\$ 17,175.00	\$ 57,774.00
<i>Half concrete court with multi-sports end and line-marking.</i>	\$ 65,450.00	\$ 25,872.00	\$ 91,322.00

Recommended Option

Schaefer Street park is a local recreational park and therefore would not ordinarily be expected to contain sporting infrastructure such as a half basketball court and netball hoop. The catchment for Schaefer Street Park is relatively well serviced with this type of infrastructure, with the existing half basketball Court at nearby Griffin Street Park under utilised at present.

It is however noted that the playground equipment at the Schaefer Street Park requires renewal and can be improved to enhance the suitability of the Park as a local recreation park. The slippery slide in the small children's play area was recently vandalised and has been closed to the public as it is dangerous. A 4-way see-saw became dangerous due to corrosion of the springs and was removed earlier in 2018. In previous years other pieces of play equipment has also been removed for similar reasons. Corrosion and damage is present in other pieces of play equipment in the Park. Therefore, it is recommended that Council consider funding the renewal of the playground equipment within Schaefer Street Park as part of the 2019/20 budget process.

Consultation and Communication

There has been no consultation with residents regarding the proposed renewal of playground equipment at Schaefer Park. Should Council wish to proceed with improving this equipment, PE&S recommend that consultation is undertaken with nearby residents and those involved in the petition in relation to what improvements are undertaken.

Resource Implications

Funding is being considered in the 2019/2020 budget for renewal of the existing aged play equipment.

Risk Management Implications

The project presents few potential risks for Council in proceeding with the renewal of the playground equipment.

Risks with proceeding with the installation of a new half court would include resistance from neighbouring residents who may oppose the development, the setting of a precedent that Council is willing to install half court facilities in local recreational parks and that, like the court in Griffin Street, another facility is developed that receives minimal use.

Conclusion

Construction of a half court in Schaefer Street Park cannot be justified in light of the purpose of the park as a local recreational park, in accordance with Planning Scheme Policy SC.6.16 Open Space, and the availability of other similar infrastructure nearby. However, the existing playground equipment should be renewed with a view to catering to the recreational needs of older children and ensuring the Park provides more appropriately for surrounding residents' needs.

Officer's Recommendation

THAT Council considers the renewal of playground infrastructure in Schaefer Street Park as part of the 2019/20 budget process or future budgets.

AND THAT the principal petitioner and all signatories to the petition be advised that a half basketball court and netball hoop will not be installed in Schaefer Street Park at this time, but that consideration will instead be given to improving the existing playground equipment as part of the 2019/20 budget process.

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

Cr May questioned in relation to the Policy, how does Council capture in that policy the change demographics in a particular area. Cr May fully supports that Council needs a policy to guide our park investments, but then there is a changing demographics occurring and the request has come from residents that live in that area. How do Council balance that up.

The Mayor stated that maybe that is a policy review, noting the policy is only twelve (12) months old and that a review could be warranted and for the review to look at demographics or individual areas. The Mayor requested the DDS to comment.

DDS stated that the Planning Scheme Policy looks at the level of services in the areas that feed into parks, and also there in the Recreational Open Space Strategy which is the mechanism that states which parks should to be allocated in terms of their status and have further embellishments as a result. DDS stated that the Strategy will be monitored and reviewed to keep it up to date with community needs.

The Mayor stated that the Councillors would like to be involved in this review and requested the DDS to provide a timeline for this review.

DDS stated that at this stage the Strategy doesn't lie within her Department but will raise with Strategic Leadership and Performance Team (SLPT).

Cr Camm extended upon Cr May views that a review is timely, but also around the trending change of what was suitable for play equipment 10-15 years ago and what young people today in how they engage in play and by our own admission in the report Council outlines there is very little play value in that park. Cr Camm stated that the Open Space Strategy outlines a level of service, but doesn't take into account the reality of an 11 year old boy that has requested this petition, with his friends and neighbours, in the reality of what Council has recommended a half court in a location in Griffin Street, which if you have walked from Schaffer Street to Griffin Street, it is a very long walk along a major Bruce Highway connection of Nebo Road and also the demographics of Griffin Street park which is right outside of university student accommodation. Taking into account the social elements of this report and it is a sound report for the data we have, contextualising that for the community. Cr Camm questioned if Council can review the policy to have a community overlay, because the reality check of the report in a community context is missing the mark.

The Mayor agreed that they are linked well, a policy review based on other strategies as well.

Cr Englert stated that there needs to be within the Policy, the previous Director discussions held around demographics and that Council reaction time could be a whole generation to a demographics change, to make up our mind. Cr Englert stated that he thinks policy should have ability to reactivate, as demographics can happen quite quickly.

The Mayor commented that Council needs to be careful about that, as it doesn't have enough money to react to all the requests that come forward. The Mayor commented the policy change to be more evident and reflecting the change in the community.

Cr Bella commented that in regards to this review that Council keeps in mind the things such as what a petition is really and that doesn't automatically give people the right to receive consideration more than others but it should enable those people to receive fair consideration along side other requests and other needs of a similar level. Basically it should be a request to be considered, not a request to be considered ahead of anyone else and thinks that objectivity in everything that Council does in looking at the demographic, the availability, the accessibility and all the like, are things that should be part first. Cr Bella stated that Council should not be mistake volume for numbers.

CEO commented that this is the challenge for officers with the current policy, that Council isn't stating that the request is a bad idea, it's the framework that officers have to make decisions around. This has shown Council that it is a fair request, the policy is good policy and it has been supported but it has shown that there is gaps and improvements need to be made. CEO agreed that this one wasn't on our priority list without the petition because we didn't think it was a high priority using the framework that we've been approved to use. The park was listed to be done, but it has only been brought forward to be done because of the petition. This doesn't mean that it is wrong, it means that Council needs to look at different facts as mentioned such as demographics. CEO acknowledged that the policy needs to be reviewed to take into account demographic. CEO stated that it is about Council keep agile and keeps on top of making those improving and incorporating the framework.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Camm

Seconded Cr Englert.

Cr Camm thanked the petitioner for bringing this to the attention of Council and while it can't be approved, it will be considered as a budget request, it has allowed an open discussion that sometimes policy is looked through just one lens of services levels without taking consideration to reality of the community need or community demographic that exists and Council ability to be able to respond in an agile way. Cr Camm looks forward to potentially as part of the budget process, understanding a little more about how our Accessible Community's Policy interfaces with our Open Spaces Policy to ensure Council is achieving really good outcomes that meet the current and future community needs when it comes to sport and recreation and in particular the high demand for half basketball courts around our community.

The Mayor noted that basketball is fastest growing sport.

Cr Camm stated that maybe Council needs to thank the Meteors and Meteoretts for their influence across the community.

CARRIED

10.9 PETITION - CLOSURE OF WALKWAY - SEABREEZE COURT TO SLADE POINT ROAD VIEW

Author Director Engineering & Commercial Infrastructure

Purpose

To respond to the Council received Petition from residents on 7 January 2019 regarding a request to close a section of footway running from Seabreeze Court to Slade Point Road based on concerns regarding criminal and anti-social activities and general maintenance concerns.

Related Parties

N/A

Background/Discussion

A Petition was received by Council on 7 January 2019 and formally received at its 23 January 2019 Ordinary Meeting. Following receipt of the Petition by Council, investigations into the reported issues have been undertaken.

The subject footpath acts as a shared footway/bikeway linkage from Seabreeze Court to Slade Point Road servicing a limited residential area of Slade Point essentially limited to Seabreeze Court and Finch, Petrel and Rosella Streets. The footpath/bikeway is a low order local access within the hierarchy.

The area in question acts as a combined footway (1.5m wide) and drainage easement, with a 450 RCP drainage line installed within the subject area and was constructed circa 1998. Photos of the site are appended to this report.



The content of the Petition references a number of issues but essentially covering the following issues:

- Criminal and anti-social activities
- Walkway width, standard and defects
- Maintenance frequency and rubbish deposition

In regard to the issues raised please note the investigation outcomes as follows:

- Regarding issues associated with the complaints received of a similar nature to Council no written correspondence can be located although Customer Requests

regarding maintenance and repair of the area have been received and actioned in the past.

- Council has approached Queensland Police Service (QPS) regarding the suggested criminal activity and the response received is as follows:

“The Officer in Charge, Mackay Station has made inquiries with the Slade Point Police Beat Officer, Acting S/C BIGGS. The officer states that the walkway is heavily used by members of the community and, to his knowledge, has not been drawn to his attention as a potential crime hotspot.

While applicants for the petition have raised a number of issues relating to the walkway, criminal activity does not appear to be a valid contributing factor which would cause its closure.”

- Council Maintenance Regime - Condition inspections are carried out on a 9-month frequency based on road hierarchy and maintenance undertaken in line with current intervention standards including mowing on a one (1) month cycle.
- Standard of Infrastructure – Inspection of the connection indicated it is of a similar width and nature of footways of similar age and no significant defects were observed. As part of future network upgrade, it is nominated to be upgraded to shared footway standards but given its hierarchy this would not be expected for a significant period of time
- Functionality as part of Footpath/Bikeway Network – Closure of the connection would remove some functionality within the network at this location by diverting flow via Petrel Street to Slade Point Road. The impact will mainly be to Seabreeze Court residents. From the network perspective this impact would be minimal, however, it is noted there are many of these types of walkways that exist across the region and the purpose is to both provide improved pedestrian access and to support drainage infrastructure.

Based on the investigation, the options available to Council are:

- Closure of footway area by fencing on both ends – through traffic would cease. It is also suggested that there would be some minor additional maintenance impacts on Council for inspection and mowing as access would be via a gate. Estimated cost for the fencing and gate would be in the order of \$3,500.
- Leave open and installation of solar or mains power bollard lighting – it is suggested that this may deter the “criminal” activity being referenced. Maintenance activity by Council would remain an operational cost at the same intervention level and frequency, however, there would be some minor impact for maintaining the site. The costs would be in the order of \$5,500 for the solar lighting installation.
- Make no changes to the current situation with recommended action for residents to escalate any inappropriate behaviour to Queensland Police Service.

Discussions on the options and issues have been undertaken with the Chief Petitioner and it appears that the options indicated will not satisfy the concerns unless full closure occurs. The Chief Petitioner expressed a stated widely held view that the “criminal”/anti-social behaviour would continue without the proposed closure. No alternative options discussed addressed the concerns.

Consultation and Communication

Discussion has occurred with the following Council officers.

- Director Engineering & Commercial Infrastructure
- Manager Technical Services
- Manager Civil Operations
- Manager Parks, Environment and Sustainability
- OIA, Mackay Queensland Police Service

A meeting was held on site with the Chief Petitioner to confirm the issues raised and to flag potential solutions to address the concerns.

Whilst there were 25 signatures on the Petition these were mainly from Seabreeze Court and any option to close off the walkway would likely need to have wider engagement with impacted residents within the catchment that access the walkway or else negative feedback would be likely from other residents.

Resource Implications

The option of installing solar lighting bollards is likely to be around \$5,500 based on the installation of four solar bollards.

The estimated cost for the full closure option with fencing and a gate cost in the order of \$3,500.

The cost for either option is not significant and could be covered under the normal operating budget.

The maintenance interval for this walkway is in line with other similar walkways so it is not recommended to increase the level of maintenance over and above the current levels of service. As a result, there are no increased maintenance costs expected. The walkway is also inspected for unevenness so if any defects were identified that met our intervention levels then these would be addressed.

Risk Management Implications

Subject to the outcome of considerations, the main risk appears to be reputational in either not addressing the Petitioner requests or potentially upsetting other residents that utilise the walkway for pedestrian access.

Conclusion

The residents' Petition focuses on “criminal” and anti-social behaviour. The most successful way to address this issue is to engage with Queensland Police Service when this activity is occurring.

Whilst the option for the walkway to remain open with increased lighting does not meet the Chief Petitioner's expected outcomes, it is believed to be the best outcome to mitigate risk of unruly behaviour and still allow pedestrian access to the wider catchment.

Officer's Recommendation

THAT the Council note the outcomes of previous investigations undertaken which consider those matters raised by the residents' Petition and approve the following actions:

- Advise Petitioners that the Council proposed action is to install solar powered lighting within the walkway to address the concerns raised and confirm that the existing maintenance program will remain in place.
- That the Principal Petitioner be advised of these outcomes.

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

Cr Casey queried that due to the lighting to be installed that the residents along the lane will need to be engaged prior to the installation.

The Mayor commented it is critical that community involvement is required with everything Council does.

CEO stated that it is a low level solar lighting, not at a high intervention level. The lights are low level solar and are being installed so not to cause an issue for the residents.

Cr Mann commented that the petitioner raised maintenance issues and wanted the CEO to confirm that nothing has been reported through Council's Call Centre and customer request system.

CEO confirmed that as part of the investigation, the officer conducted a search in the Customer Request system and found no complaints had been received. CEO confirmed that officers have inspected the site and the feedback received is that the footpath is okay. The mowing and maintenance of it will be addressed and confirmed that no complaints to Queensland Police Service (QPS) and there have been no requests for works within our Customer Request system.

Cr Mann commented that the Senior Constable Biggs has been consulted and she has attended Slade Point Neighbourhood Watch meetings with him where he has highlighted various areas in the region that might be a problem and that lane has never been highlighted. Cr Mann is really pleased that he says there isn't an issue and Council should encourage residents to report issues if that is the case.

Cr Englert questioned a photo attached to the report that shows a garden bed that is on the side of the walkway or did some else build it, is it protruding on the walkway as it does in the photo. Is the footpath design meet its original design.

The Mayor requested the DECI to comment.

DECI confirmed which photo Cr Englert was indicating to. DECI stated that he will investigate and come back to Councillor with the information. DECI presumed that the grade of land required a retaining wall and Council has built that as part of the footpath. Footpaths have now been changed to a Shared Pathway and is wider, and Council is going back and renewing them. This would be part of a legacy when the footpath was built.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Mann (nee Fordham)

Seconded Cr Paton.

Cr Mann commended the officers for the report as it has been very thorough in the short amount of time it has taken to come back to Council. The officers have gone to the trouble of consulting with the petitioner and while the petitioner indicated that none of the options would satisfy what's required. Cr Mann commented that while there could be antisocial behaviour, residents need to report this as a deterrent. Cr Mann thinks that by closing the lane it would be an inconvenience to other people and would open a whole different problem again. Cr Mann stated that the solar lighting at a low level as suggested might go some way to making residents feel more reassured and is very happy with the report

CARRIED

10.10 LGAQ REQUEST IN REGARD TO FEDERAL ASSISTANCE GRANTS

Author Director Engineering & Commercial Infrastructure

Purpose

Council has received correspondence from the LGAQ requesting Council resolve a motion to approach local Federal Government representatives and to provide correspondence supporting a request for the Federal Government to restore the Federal Assistance Grant (FAG) to equivalent to 1% of taxation revenue.

Related Parties

N/A

Background/Discussion

Correspondence from the LGAQ was received on 8 February 2019 requesting a formal Resolution of Council to support its campaign to restore the level of the FAG grant funding to Local Governments to 1% of taxation revenue as well as Council approaching local Federal Government representatives in regard to a similar action being undertaken.

Local Government has been receiving financial assistance from the Commonwealth since 1974/1975.

Under the provisions of the Local Government (Personal Income Tax Sharing) Act 1976, Local Government in 1976/1977 received the equivalent of 1.52% of net personal income tax collections in the previous year. This increased to 1.75% in 1979/1980 and 2% in 1980/1981.

State Government Grants Commissions (LGGCs) were established in 1977/1978 to determine the intra-state distribution of financial assistance.

The rationale for the Personal Income Tax Sharing (PITS) arrangement for the States and Local Government was primarily related to Vertical Fiscal Imbalance (VFI) rather than to Horizontal Fiscal Equalisation. The distribution of grants to each State Government sector has been an equal per capita amount since 1989/1990 in part reflecting this VFI intent even though the grants were distributed on the basis of fiscal equalisation within each State.

The Hawke Government dropped this tax sharing arrangement, arguing that the economy could not afford tax sharing with the States and Local Government. Instead, the Government increased Local Government assistance in 1985/1986 by the change in the consumer price index and an additional 2% growth factor over the 1984/1985 level.

As part of the changes introduced in the Local Government (Financial Assistance) Act 1986, the 1986/1987 grants were to be increased by the greater of either the 1985/1987 level of assistance adjusted for inflation or the % change in general purpose payments to the States.

It was not until introduction of the Local Government (Financial Assistance) Act 1995, that real terms per capita funding increase was introduced. Indexation was paused for 2014/2015 to 2016/2017 but has now been reinstated.

From 1991/1992 road funds have become untied grants under FAG and were distributed by LGGCs as the Identified Road Grant (IRG).

The fiscal equalisation component of FAG is referred to as the General Purpose Grant (GPG).

The IRG portion of FAG in Queensland is not allocated on fiscal equalisation principles but uses Council-controlled road length for 62.85% of the grant and Council population for the balance portion of 37.15%

Overall FAG grant quantum has reduced to 0.55% of overall net personal income tax collection with Councils' grant for 2018/2019 being GPG \$1,556,603, IRG \$1,312,770 and totalling \$2,896,373.

While not a significant portion of total revenue, ongoing reductions in real terms in this value continue to require Council rate-payers to fund larger portions of overall revenue required.

With larger emphasis by governments of all levels on asset management it is suggested that Council support the LGAQ campaign for increased grant fund allocations.

Consultation and Communication

- Chief Executive Officer
- Executive Officer
- Director Engineering and Commercial Infrastructure

Resource Implications

Ongoing reductions in real terms in this value continue to require Council rate-payers to fund larger portions of overall revenue required

Risk Management Implications

Nil

Conclusion

Council has been requested to support the LGAQ/ALGA campaign for reinstatement of the FAGS grant component to 1% of overall net personal income tax collection and to lobby local federal representatives for their support.

No objection appears to exist to restrict these actions and it is recommended they should be supported.

Officer's Recommendation

THAT the Council note the correspondence received from LGAQ and:

- Resolve to support the campaign to reinstate FAG grant value to 1% of overall net personal income tax collections by the Federal Government; and
- That Council approach local Federal Government elected members to reinforce its support for the LGAQ campaign and request assistance.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Casey

Seconded Cr Walker.

CARRIED

10.11 ADOPTION OF COUNCIL POLICIES

Author Manager Governance & Safety

Purpose

To present the following Council Policy for consideration and adoption:

1. 063 - Clearances to Water and Sewerage Assets Policy;

Related Parties

There are no identified related parties.

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

The Clearances to Water and Sewerage Assets Policy has been reviewed as part of the policy review process. Amendments have been from a quality perspective with no change to the content of the 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 the policy will not require additional resources beyond those currently budgeted.

Risk Management Implications

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

Conclusion

It is recommended that Council adopt the following Policy:

1. 063 - Clearances to Water and Sewerage Assets Policy;

Officer's Recommendation

THAT Council adopt the following Policy:

1. 063 - Clearances to Water and Sewerage Assets Policy;

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Bella

Seconded Cr Walker.

CARRIED

11. CORRESPONDENCE AND OFFICERS' REPORTS:**12. RECEIPT OF PETITIONS:****13. TENDERS:****13.1 MRC 2019-060 - EXPRESSION OF INTEREST - SURFING WAVE POOL COMPLEX**

File No MRC 2019-060
Author Executive Officer

Purpose

To present to Council a report demonstrating the benefit of calling Expressions of Interest (EOIs) for the construction and operation of a surfing wave pool facility, as per section 228 (3) of the *Local Government Regulation 2012*.

Related Parties

N/A

Background/Discussion

The vision of a wave pool complex has been raised by Councillors as a potential major facility development for the Mackay region that has the potential to bring substantial social and economic benefits to the community. A business/feasibility case was prepared in 2017/18 and provided some information on the benefits and costs of a surfing wave pool for Mackay.

The potential benefits include:

- creating enduring direct and indirect employment opportunities
- increasing tourist visitation numbers and encouraging longer stays in the region
- stimulating additional investment in the regional economy
- enhancing the liveability of the region for residents by providing another family friendly activity
- increasing the diversification of the regional economy

The vision for the surfing wave pool complex is a world-class facility that offers a leading-edge recreation and sporting experience for tourists and residents alike.

- The complex would provide for surfing and associated water-based activities in a safe family-friendly environment.
- The preferred location would be easily accessible and be complementary to its surroundings.
- The complex would be enhanced by ancillary facilities such as car-parking, food and drink outlets, landscaping, and toilet and change-room amenities.
- The size, layout, operations and technologies used for the project should be appropriate to the needs of the Mackay community.
- The financial business model would be financially sustainable and the most cost-effective for the ratepayers of Mackay.

The development of wave pool facilities is still relatively new in Australia and therefore information about usage, effective business models, capital and operational costs, is very limited. In addition, there are a range of types and sizes of wave pool designs using different technologies and providing different user experiences. This lack of information makes financial modelling difficult, a problem compounded by the variety of wave pool designs available. In addition, any feasibility analysis needs to take into account the variable factors that are location-specific such as population, geography, planning controls, transport infrastructure etc.

Therefore, in order to identify the options most appropriate for the Mackay region is considered prudent to commence with an EOI process.

The EOI process, as prescribed under the *Local Government Regulation 2012(Regulation)*, provides Council with the opportunity to call an EOI and then to invite tenders to be submitted from the shortlisted EOI respondents. This enables a very high level and broad consideration to

be given to all options, which would then be narrowed following the review of the EOI submissions based upon items such as:

- The appropriateness of the design, type and scale of facility proposed
- The capacities and capabilities of the proponent
- The financial sustainability of the proposed business model and its related financial costs

There is no requirement or commitment for Council to continue to the tender phase. The EOI stage is an effective way to identifying potential models of interest without respondents being required to prepare detailed tender submissions.

Consultation and Communication

Discussions have been held with the Mayor and Councillors leading to the listing of the Surfing Wave Pool Facility as one of Mackay Regional Council's 'shovel-ready' projects.

Resource Implications

There are no material resource implications for the EOI phase. Calling of the EOI itself, and the assessment of submissions, will be undertaken in-house. Should Council decide, following assessment of the EOI submissions, to progress to the tender stage, there may be a requirement to allow for costs within future budgets for external expert assistance.

Risk Management Implications

The EOI process in itself poses no financial risk to Council's as it does not commit the Council to any future funding. The issuing of the EOI will assist Council in ensuring only those respondents who have the experience and capacity to deliver a surfing wave pool complex suitable for the Mackay region will be shortlisted.

Conclusion

The calling of EOIs would be in the public interest as it is considered the most cost-effective way to identify the most appropriate option and is a good way of attracting potential private sector partners without major resource implications for both the Council and the respondents

Officer's Recommendation

THAT Expressions of Interest are called for EOI – Surfing Wave Pool Facility, as per section 228 (3) of the *Local Government Regulation 2012*, noting that doing so is considered to be in the public interest

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

The Mayor stated that it very good to see now in an EOI and congratulated the internal staff for putting together a very good document.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Gee

Seconded Cr Camm.

Cr Gee stated that this is a bold idea and assumed approving this won't be too hard as it is only an information gathering process, and when opportunity knocks - knowledge is power.

Cr Camm congratulated Cr Gee on his tenacity and as he said it's a bold idea and the world has been built on bold ideas and again to congratulate Cr Gee. He has been like a dog with a bone with this and has not let it go and has all Councillors convinced to say wave pool at least three (3) times when they are out and about. Cr Camm stated that the Sarina Sugar Shed was a bold idea years ago, which Cr May will attest to that and look forward to receiving the expressions of interest and congratulations to Cr Gee to get to this stage.

CARRIED

14. CONSIDERATION OF NOTIFIED MOTIONS:

15. PUBLIC PARTICIPATION:

16. LATE BUSINESS:

Cr May stated that herself, Cr Mann and the Coordinator of Sarina Sugar Shed will be attending the Australian Tourism Awards where the Sugar Shed has been nominated for the Food Tourism Award.

Cr Mann followed-on from Cr May's comments that the staff and volunteers from the Sugar Shed will be hoping that we bring home the Award. Cr Mann stated that they are also taking time to inspect the mountain bike track at Derby and some other points of interest in Davenport.

Cr Mann stated that it was Teal Ribbon Day today, raising awareness for those who have lost their lives to Ovarian Cancer and know that Trudy Crowley lost that battle, and her foundation have gone on to do really good work in this arena. The days is to remember Trudy and her contribution as well as remembering everyone who is suffering from ovarian cancer and continuing their battles.

Cr Bella thanked the large number organisations and people, listed below, for their contributions over the last few weeks with the floods. The support and donations received has been tremendous and overwhelming. Cr Bella thanked the CEO for making contact with the Mayors and CEOs of the affected Local Governments and stated that the offer of assistance

was very well received and appreciated. Cr Bella raised that he is packed and will be returning to the region to assist with fencing of paddocks.

Thanked all the people mentioned and all that he has forgotten for their generosity. Cr Bella noted that it is important to keep minds on the area and on the recovery of these regions. Cr Bella stated that people need to remember that the drought isn't going away and that a lot of assistance is needed throughout Queensland and other States for a long time to come.

- Koumala CWA and residents - donated baked goods
- Camilla Offshore Bank - staff and residents
- Third Ground Coffee Shop - cash donation
- Charities - Blaze Aid, Sisters of the North, St Vincent De Paul, Drought Angels,
- Private Offering fuel money
- Hi-way Produce
- Cattle King
- Department of Agriculture and Fisheries - Jim Fletcher and Dan Stamper

17. CONFIDENTIAL REPORTS:

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

Confidential Item	Reason for Meeting Closure
<ul style="list-style-type: none"> • ITEM 17.1 - MRC ORGANISATIONAL STRUCTURE CHANGE - ASSET MANAGEMENT 	b) industrial matters affecting employees
<ul style="list-style-type: none"> • ITEM 17.2 - ENGINEERING & COMMERCIAL INFRASTRUCTURE (ACQUISITIONS) AND DEVELOPMENT SERVICES MONTHLY LEGAL REPORT - 1 DECEMBER TO 31 JANUARY 2019 	f) starting or defending legal proceedings involving the Local Government g) any action to be taken by the Local government under the Planning Act, including deciding applications made to it under that Act. h) other business for which a public discussion would likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.
<ul style="list-style-type: none"> • ITEM 17.3 - APPROVED SPONSORSHIP UNDER THE INVEST MACKAY EVENTS AND CONFERENCE ATTRACTION PROGRAM - 1 DECEMBER TO 31 JANUARY 2019 	c) the Local Government's budget

<ul style="list-style-type: none"> • ITEM 17.4 - APPROVED CONCESSIONS UNDER THE FACILITATING DEVELOPMENT IN THE MACKAY REGION POLICY - 1 DECEMBER - 31 JANUARY 2019 	c) the Local Government's budget
<ul style="list-style-type: none"> • ITEM 17.5 - DRAFT MEETING MINUTES - WATER & WASTE ADVISORY BOARD MEETING - 18 NOVEMBER 2018 	h) other business for which a public discussion would likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage
<ul style="list-style-type: none"> • ITEM 17.6 DRAFT MEETING MINUTES - TRANSPORT & DRAINAGE ADVISORY BOARD MEETING - 8 NOVEMBER 2018 	h) other business for which a public discussion would likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage

Moved Cr Casey

Seconded Cr Walker.

CARRIED

11:31 am - The meeting be closed to the public.

THAT the meeting be reopened to the public.

Moved Cr Casey

Seconded Cr Camm.

CARRIED

11:43 am - The meeting was reopened to the public

17.1 MRC ORGANISATIONAL STRUCTURE CHANGE - ASSET MANAGEMENT**Council Resolution**

THAT Council adopts the amended organisational structure with Asset Management reporting under the Engineering & Commercial Infrastructure Department.

FURTHER THAT Council receive a Briefing within six months regarding assessment of the outcomes of the change as well as outcomes from a review of future resourcing and other requirements for Asset Management within Council.

Moved Cr Camm

Seconded Cr Casey.

CARRIED

17.2 ENGINEERING AND COMMERCIAL INFRASTRUCTURE (ACQUISITIONS) AND DEVELOPMENT SERVICES MONTHLY LEGAL REPORT - 1 DECEMBER 2018 - 31 JANUARY 2019**Council Resolution**

THAT the report be received.

Moved Cr Bonaventura

Seconded Cr Mann (nee Fordham).

CARRIED

17.3 APPROVED SPONSORSHIP UNDER THE INVEST MACKAY EVENTS AND CONFERENCE ATTRACTION PROGRAM - 1 DECEMBER 2018 - 31 JANUARY 2019**Council Resolution**

THAT the sponsorship approved under the Invest Mackay Events and Conference Attraction Program are noted.

Moved Cr Walker

Seconded Cr Gee.

CARRIED

17.4 APPROVED CONCESSIONS UNDER THE FACILITATING DEVELOPMENT IN THE MACKAY REGION POLICY - 1 DECEMBER 2018 - 31 JANUARY 2019

Council Resolution

THAT the concessions approved under the Facilitating Development in Mackay Region Policy are noted.

Moved Cr Camm

Seconded Cr Mann (nee Fordham).

CARRIED

17.5 DRAFT MEETING MINUTES - WATER & WASTE ADVISORY BOARD MEETING - 18 NOVEMBER 2018

Council Resolution

THAT the Minutes of the Water and Waste Advisory Board Meeting dated 19 November 2018 be received.

Moved Cr Paton

Seconded Cr Bonaventura.

CARRIED

17.6 DRAFT MEETING MINUTES - TRANSPORT & DRAINAGE ADVISORY BOARD MEETING - 8 NOVEMBER 2018

Council Resolution

THAT the Minutes of the Transport & Drainage Advisory Board Meeting dated 8 November 2018 be received.

Moved Cr Casey

Seconded Cr Paton.

CARRIED

18. MEETING CLOSURE:

The meeting closed at 11:44 am.

19. FOR INFORMATION ONLY:**19.1 DEVELOPMENT APPLICATION INFORMATION - 1 JANUARY - 31 JANUARY 2019****Development Applications Received**

App. No.	Code / Impact	Address	Applicant	Description	Officer
DA-2010-214/B	Code	22/30 Southgate Drive PAGET	All Metal Solutions	Other Change - Material Change of Use - Extension to Existing Industrial Premises (All Metal Solutions & HMA Group)	Josephine McCann
DA-2015-73/A	Code	L 4 Mia Mia Connection Road MIA MIA	Mark A Deguara and Linda J Deguara	Change Application (Minor) - Boundary Realignment - 4 Rural Lots into 4 Lots	Helle Jorgensen Smith
DA-2018-167	Code	503 Mackay-Habana Road NINDAROO	Mary Vella	Tradeable Development Rights - Boundary Realignment 4 Rural Lots into 4 lots	Helle Jorgensen Smith
DA-2018-37/A	Code	22-24 John Vella Drive PAGET	Super Jars Pty Ltd	Change Application (Minor) Medium Impact Industry (LPG Storage and Handling Facility)	Leah Harris
DA-2018-54/A	Code	L 168 Hill End Road GLENELLA	Magpies Sporting Club Limited	Change Application (Minor) Outdoor Sport and Recreation (Staged Sporting Facilities)	Josephine McCann
DA-2019-2	Code	211 Cowans Road BLOOMSBURY	Peter S Fuller and Michael J Fuller and Pauline Trappes	Boundary Realignment - 2 Rural Lots into 2 Lots and Access Easement	Josephine McCann
DA-2019-3	Code	296 Milton Street PAGET	Fleet Crew Pty Ltd	Outdoor Sales	Brogan Jones
DA-2019-4	Code	43 Jardine Drive ERAKALA	Urban Trend Construction	Dwelling House (Setback Relaxation <10m)	Darryl Bibay
DA-2019-5	Code	49 Jardine Drive ERAKALA	Urban Trend Construction	Dwelling House (Setback Relaxation <10m)	Darryl Bibay
DA-2019-6	Code	60-62 Pugsley Street WALKERSTON	Wayne D Peoples and Jan M Peoples	3 Rural Residential Lots into 5 Lots	Darryl Bibay

Development Applications Entering Decision Making Period

App. No.	Code / Impact	Address	Applicant	Description	Officer
DA-2010-214/B	Code	22/30 Southgate Drive PAGET	All Metal Solutions	Other Change - Material Change of Use - Extension to Existing Industrial Premises (All Metal Solutions & HMA Group)	Josephine McCann
DA-2018-151	Code	92 Glendaragh Road GLENELLA	JB Farming Pty Ltd	Dwelling House	Helle Jorgensen Smith
DA-2018-159	Code	2 Andergrove Road ANDERGROVE	QLD United Earthworks Pty Ltd	Combined Application - Material Change of Use - 18 x 3 Bedroom Townhouses (6 stages) and Reconfiguration of a Lot - 4 residential lots into 18 lot Community Management Scheme by Standard Format Plan	Helle Jorgensen Smith
DA-2019-3	Code	296 Milton Street PAGET	Fleet Crew Pty Ltd	Outdoor Sales	Brogan Jones
DA-2019-4	Code	43 Jardine Drive ERAKALA	Urban Trend Construction	Dwelling House (Setback Relaxation <10m)	Darryl Bibay

Development Applications Finalised

App. No.	Code / Impact	Address	Applicant	Description	Officer
Approved Subject to Conditions					
DA-2011-243/B	Code	10 Deborah Court ANDERGROVE	Andev Holdings Pty Ltd	Change Application (Minor Change) - 2 Urban Residential Lots into 42 Low Density Residential Lots - (Karwin Park Estate - Stage 1A, 1B, 2A & 2B)	Dennis O'Riely
DA-2017-18/A	Code	L 13 Owen Jenkins Drive SARINA BEACH	TF Thompson Business Trust	Change Application - Caravan Park (14 sites)	Brogan Jones
DA-2018-106	Code	L 602 Diesel Drive PAGET	FKP Mackay Turf Farm No 1 Pty Ltd	Reconfiguring a lot - 1 Industrial Lot into 2 Lots	Brogan Jones
DA-2018-138	Code	L 3 Bruce Highway MOUNT OSSA	Adam N Tibballs and Leanne M Ball	Dwelling House (Secondary Dwelling)	Darryl Bibay
DA-2018-14	Code	21 Milne Lane WEST MACKAY	Costiera Pty Ltd	Multiple Dwelling Units (5)	Leah Harris
DA-2018-144	Code	L 5 Yakapari-Seaforth Road MOUNT JUKES	Shannon E Pace	Boundary Realignment 3 Rural lots to 2 Lots	Brogan Jones
DA-2018-145	Code	10 Florence Street EIMEO	Rodney F Birch	Dwelling House (Outbuilding)	Helle Jorgensen Smith
DA-2018-153	Code	127-133 Connors Road PAGET	Bridgestone Earthmover Tyres Pty Ltd	Medium Impact Industry	Darryl Bibay
DA-2018-162	Code	L 117 Owen Jenkins Drive SARINA BEACH	Meaghan T Thompson and Darren G Thompson	Reconfiguration of a Lot (6 Access Easements)	Brogan Jones
PDA-2018-3	Code	93 Victoria Street MACKAY	Rowan D Kemp and Taija D Kemp	Indoor Sport & Recreation (Fitness & Dance Studio)	Dennis O'Riely
Application Created in Error					
DA-2019-1	Code	22/30 Southgate Drive PAGET	All Metal Solutions	Other Change - Existing Approval General IndustryMedium Impact Industry Expansion(All Metal Solutions & HMA Group)	Josephine McCann

19.2 DEVELOPMENT APPLICATION INFORMATION - 1 DECEMBER - 31 DECEMBER 2018

For Council information only - no decision required.

Development Applications Received

App. No.	Code / Impact	Address	Applicant	Description	Officer
DA-2011-243/B	Code	10 Deborah Court ANDERGROVE	Andev Holdings Pty Ltd	Change Application (Minor Change) - 2 Urban Residential Lots into 42 Low Density Residential Lots - (Karwin Park Estate - Stage 1A, 1B, 2A & 2B)	Dennis O'Riely
DA-2016-71/A	Impact	L 4 Running Creek Road OAKENDEN	Desmond M McCallum	Change Application (Other) Caravan Park and Food & Drink Outlet	Darryl Bibay
DA-2017-18/A	Code	L 13 Owen Jenkins Drive SARINA BEACH	TF Thompson Business Trust	Change Application - Caravan Park (14 sites)	Brogan Jones

DA-2018-156	Code	539 Eversleigh Road ALLIGATOR CREEK	Barry A Gray	Dwelling House (Outbuilding)	Josephine McCann
DA-2018-157	Code	10 Polly Crescent RICHMOND	AAA Building Consultants	Dwelling House (Outbuilding)	Josephine McCann
DA-2018-158	Code	296 Hansens Road TE KOWAI	Endurance Sheds Mackay	Dwelling House (Outbuilding)	Darryl Bibay
DA-2018-159	Code	2 Andergrove Road ANDERGROVE	QLD United Earthworks Pty Ltd	Combined Application - Material Change of Use - 18 x 3 Bedroom Townhouses (6 stages) and Reconfiguration of a Lot - 4 residential lots into 18 lot Community Management Scheme by Standard Format Plan	Helle Jorgensen Smith
DA-2018-160	Code	294 Pinevale Road PINEVALE	Michael A Sarich and Delwyn M Sarich	Boundary Realignment – 2 Rural Lots into 2 Lots	Josephine McCann
DA-2018-161	Code	L 81 Carranya Road HABANA	R & F Steel Buildings Mackay	Dwelling House and Outbuilding (Extractive Resources and High Impact Activities Overlay)	Brogan Jones
DA-2018-162	Code	L 117 Owen Jenkins Drive SARINA BEACH	Meaghan T Thompson and Darren G Thompson	Reconfiguration of a Lot (6 Access Easements)	Brogan Jones
DA-2018-164	Impact	L 7 Holts Road GLENELLA	Terrain Solar	Renewable Energy Facility	Brogan Jones
DA-2018-165	Impact	L 2 Sarina Beach Road SARINA BEACH	Della C Brooks	Material Change of Use - Preliminary Approval (Impact) for Undefined Use 'Sarina Beach Eco Village' Structure Plan and Preliminary Approval Variation Request to regulate land as if located in the Open Space, Tourism and Township Zones	Dennis O'Riely
DA-2018-166	Code	349 Glenella-Richmond Road RICHMOND	David J Borg	Reconfiguring a Lot - Boundary Realignment - 2 Rural Lots into 2 Lots	Brogan Jones
PDA-2018-2	Code	1-3 Industrial Street MACKAY	Cal Super Pty Ltd	Indoor Sport & Recreation	Dennis O'Riely
PDA-2018-3	Code	93 Victoria Street MACKAY	Rowan D Kemp and Tajja D Kemp	Indoor Sport & Recreation (Fitness & Dance Studio)	Dennis O'Riely

Development Applications Entering Decision Making Period

App. No.	Code / Impact	Address	Applicant	Description	Officer
DA-2018-149	Code	L 424 Walsh Avenue SEAFORTH	NBN Co Limited	Telecommunications Facility	Brogan Jones
DA-2018-85	Code	6 Hilda Court NORTH MACKAY	Stephen L Wallace and Dorne E Wallace	1 Urban Residential Lot into 2 Lots (Superseded Planning Scheme)	Brogan Jones

Development Applications Finalised

App. No.	Code / Impact	Address	Applicant	Description	Officer
Approved Subject to Conditions					
DA-2005-334/D	Code	7 Production Drive PAGET	Plankton Pty Ltd	Change Application (Minor) Reconfiguration of 3 Lots to create 39 industrial lots (High Impact)	Brogan Jones
DA-2017-25/A	Code	7A Stony Creek Road ETON	Anthony S Pullen	Change Application (Minor) - 1 Rural Residential Lot into 3 Lots	Helle Jorgensen Smith

DA-2017-58/A	Code	17 Holts Road BEACONSFIELD	Australasian Conference Association Ltd	Change Application (Minor) Educational Establishment - Extensions (Stages 2 & 3)	Helle Jorgensen Smith
DA-2018-120	Code	2/23872 Peak Downs Highway ETON	Mark A Grech and Hayley M Grech	Dwelling House (Outbuilding)	Helle Jorgensen Smith
DA-2018-123	Code	21 Pugsley Street WALKERSTON	Aaron R Derbin	Dwelling House (Outbuilding)	Darryl Bibay
DA-2018-128	Code	46 Donohues Road ERAKALA	Matthew J Lawton and Alison M Lawton	Boundary Realignment 2 Rural lots into 2 Lots	Helle Jorgensen Smith
DA-2018-129	Code	14 Commercial Avenue PAGET	Premise Engineering	High Impact Industry - Expansion	Brogan Jones
DA-2018-132	Code	25 Lloyd Street WEST MACKAY	Danielle M Cahill and Martin P Cahill	Dwelling House - (Airport Environs Overlay)	Darryl Bibay
DA-2018-133	Code	1/15 Wrights Road GLENELLA	AAA Building Consultants	Dwelling House (Outbuilding)	Helle Jorgensen Smith
DA-2018-140	Code	2040 Maraju-Yakapari Road THE LEAP	Michael P Stablum	Boundary Realignment – 2 Rural Lots into 2 Lots	Kevene Albert
DA-2018-143	Code	30 Moohins Road HABANA	Anthony P Vella	Tradeable Development Rights - Boundary Realignment - 3 Rural Lots into 3 Lots	Darryl Bibay
DA-2018-147	Code	42 Stellajeon Crescent ALLIGATOR CREEK	Moggys Industries Pty Ltd	Dwelling House (Outbuilding - Overheight)	Kevene Albert
DA-2018-148	Code	L 2 Brooks Road KUTTABUL	Titan Homes Queensland Pty Ltd	Dwelling House (Outbuilding Over Height)	Josephine McCann
DA-2018-157	Code	10 Polly Crescent RICHMOND	AAA Building Consultants	Dwelling House (Outbuilding)	Josephine McCann
DA-2018-89	Code	13 Michelmores Street PAGET	Australian Industrial Property Holdings Pty Ltd	Warehouse (Extension of Existing Facility)	Darryl Bibay
PDA-2018-1		36 Wood Street MACKAY	Katie L Foxley- Conolly	Local Heritage Place - Internal Building Works (Building Works assessable against the Planning Scheme)	Dennis O'Riely
Application Withdrawn					
DA-2018-107	Code	L 495 Stockroute Road BAKERS CREEK	Stockroute Road Farming Pty Ltd	1 Emerging Community Lot into 2 lots and Access Easement	Leah Harris

19.3 BUILDING STATISTICS - 1 JANUARY - 31 JANUARY 2019

Description	Total January 2019	Total Value of Proposed Works	Average Proposed Floor Area (m2)	Total January 2018	YTD
New building or structure	84	\$17,587,214	162	68	84
Change of building classification	2	\$352,000	28	0	2
Demolition	4	\$155,550	N/A	3	4
Repairs, alterations, additions	21	\$1,984,973	203	22	21
Swimming pool and/or pool fence	11	\$933,611	N/A	0	11
Relocation or removal	0			1	0
Totals	122	\$21,013,348	390	94	122

Class	Description	Total January 2019	Total Value of Proposed Works	Average Proposed Floor Area (m2)	Total January 2018	YTD
Class 1A	A single dwelling being a detached house, or one of a group of two or more attached dwellings, each being a building, separated by a fire-resisting wall, including a row house, terrace house, town house or villa unit	58	\$14,517,424	179	39	58
Class 1B	A boarding house, guest house, hostel or the like with a total area of all floors not exceeding 300m2, and where not more than 12 people reside, and is not located above or below another dwelling or another Class of building other than a private garage	0			0	0
Class 2	A building containing 2 or more sole-occupancy units each being a separate dwelling	1	\$86,350	0	0	1
Class 3	A residential building, other than a Class 1 or 2 building, which is a common place of long term or transient living for a number of unrelated persons. Example: boarding-house, hostel, backpackers accommodation or residential part of a hotel, motel, school or detention centre	1	\$9,238	111	0	1
Class 4	A dwelling in a building that is Class 5, 6, 7, 8 or 9 if it is the only dwelling in the building	0			0	0
Class 5	An office building used for professional or commercial purposes, excluding buildings of Class 6, 7, 8 or 9	1	\$350,000	1	1	1
Class 6	A shop or other building for the sale of goods by retail or the supply of services direct to the public. Example: café, restaurant, kiosk, hairdressers, showroom or service station	0			1	0
Class 7A	A building which is a car park	0			1	0
Class 7B	A building which is for storage or display of goods or produce for sale by wholesale	0			1	0
Class 8	A laboratory, or a building in which a handicraft or process for the production, assembling, altering, repairing, packing, finishing, or cleaning of goods or produce is carried on for trade, sale or gain	2	\$2,839,834	1,840	0	2
Class 9A	A health care building, including those parts of the building set aside as a laboratory	0			0	0

Class 9B	An assembly building, including a trade workshop, laboratory or the like, in a primary or secondary school, but excluding any other parts of the building that are of another class	2	\$1,149,000	270	1	2
Class 9C	An aged care building	0			0	0
Class 10A	A private garage, carport, shed or the like	44	\$1,494,450	80	44	44
Class 10B	A structure being a fence, mast, antenna, retaining or free standing wall, swimming pool or the like	12	\$547,052	7	4	12
Class 10C	A private bushfire shelter	0			1	0
Sundry	Demolition residential/commercial/industrial, class n/a, class s/s	1	\$20,000	N/A	3	1
Totals		122	\$21,013,348	2,487	96	122

19.4 BUILDING STATISTICS - 1 DECEMBER - 31 DECEMBER 2018

Description	Total December 2018	Total Value of Proposed Works	Average Proposed Floor Area (m2)	Total December 2017	YTD
New building or structure	84	\$11,883,723	132	93	1,163
Change of building classification	0			0	7
Demolition	1	\$35,300	N/A	7	26
Repairs, alterations, additions	9	\$629,979	123	12	351
Swimming pool and/or pool fence	15	\$581,069	N/A	0	103
Relocation or removal	0			0	7
Totals	109	\$13,130,071	254	112	1,657

Class	Description	Total December 2018	Total Value of Proposed Works	Average Proposed Floor Area (m2)	Total December 2017	YTD
Class 1A	A single dwelling being a detached house, or one of a group of two or more attached dwellings, each being a building, separated by a fire-resisting wall, including a row house, terrace house, town house or villa unit	22	\$5,350,900	198	38	556
Class 1B	A boarding house, guest house, hostel or the like with a total area of all floors not exceeding 300m2, and where not more than 12 people reside, and is not located above or below another	1	\$76,000	0	0	2

	dwelling or another Class of building other than a private garage					
Class 2	A building containing 2 or more sole-occupancy units each being a separate dwelling	0			0	0
Class 3	A residential building, other than a Class 1 or 2 building, which is a common place of long term or transient living for a number of unrelated persons. Example: boarding-house, hostel, backpackers accommodation or residential part of a hotel, motel, school or detention centre	0			0	0
Class 4	A dwelling in a building that is Class 5, 6, 7, 8 or 9 if it is the only dwelling in the building	0			0	0
Class 5	An office building used for professional or commercial purposes, excluding buildings of Class 6, 7, 8 or 9	4	\$3,928,500	654	1	19
Class 6	A shop or other building for the sale of goods by retail or the supply of services direct to the public. Example: café, restaurant, kiosk, hairdressers, showroom or service station	1	\$75,000	85	2	53
Class 7A	A building which is a car park	0			0	1
Class 7B	A building which is for storage or display of goods or produce for sale by wholesale	4	\$103	412	0	15
Class 8	A laboratory, or a building in which a handicraft or process for the production, assembling, altering, repairing, packing, finishing, or cleaning of goods or produce is carried on for trade, sale or gain	1	\$66,510	0	0	13
Class 9A	A health care building, including those parts of the building set aside as a laboratory	0			1	1
Class 9B	An assembly building, including a trade workshop, laboratory or the like, in a primary or secondary school, but excluding any other parts of the building that are of another class	0			1	21
Class 9C	An aged care building	0			0	1
Class 10A	A private garage, carport, shed or the like	57	\$2,486,084	84	52	797
Class 10B	A structure being a fence, mast, antenna, retaining or free standing wall, swimming pool or the like	17	\$911,932	0	15	174
Class 10C	A private bushfire shelter	1	\$31,000	0	1	1
Sundry	Demolition residential/commercial/industrial, class n/a, class s/s	1	\$35,300	N/A	3	21
Totals		109	\$12,961,329	1,431	114	1,675

Confirmed on Wednesday 27 February 2019

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MAYOR

APPENDIX / ATTACHMENTS

**Mackay Regional Council
Visual Arts Advisory Committee (VAAC)
11 February 2019 at Artspace Mackay**

MINUTES

Attendance: Tracey Heathwood (Chair); Bern Howlett; Glenda Hobdell; Leonie Wood; Alicia Stevenson; Kathryn Smith (minutes);

Apologies: Cr Justin Englert; Cathy Knezevic; Angela Hays

The meeting opened at 1.38 pm

Acknowledgement of Country – Tracey Heathwood opened the meeting with an Acknowledgement to Country.

Two new members, Glenda Hobdell and Leonie Wood, were introduced and warmly welcomed to the Visual Arts Advisory Committee (VAAC). Their selection and appointment was done in accordance with the process outlined within the VAAC Terms of Reference, and builds upon the current expertise of the VAAC members.

ITEM	COMMENTS	ACTION
1. Minutes of the previous Meeting	The Minutes of the meeting held on 17 September 2018, having been previously distributed, were accepted as a true and accurate record. Moved: Bern Howlett Seconded: Tracey Heathwood	
2. Matters arising	There were no matters arising.	
3. Correspondence	Tracey Heathwood tabled an email received from Donna Robinson, who has decided not to re-nominate for the VAAC. Donna has been a member since the committee's inception and her input has been much appreciated. Tracey has replied to Donna on behalf of Artspace Mackay and Mackay Regional Council expressing appreciation for Donna's participation over past years. Tracey advised the tenure on the committee is two years with an option for existing members to re-nominate. Tracey advised that terms of reference (TOR) are available and has provided an electronic link to the TOR as well as the new Collection Development Plan. Tracey explained this is a very helpful tool in assisting with the collection and priority areas moving forward.	Tracey Heathwood to print a copy of the Collection Development Plan for Leonie Wood.

ITEM	COMMENTS	ACTION
<p>4. 2019 Artspace Exhibitions, Activities and Events Overview</p>	<p>Tracey presented an overview of 2019 Artspace Exhibitions, Activities and Events. A supply of booklets with the information from January to June 2019 was provided to committee members. Exhibitions and activities post June 2019 will be detailed later - summary below:</p> <ul style="list-style-type: none"> • 12/7-13/10: Kit Webster, <i>Phaseshift</i> - an immersive installation based on a pendulum, with projections and digital media. • 30/8 - 24/11: Violent Salt, - an exhibition being curated especially for Artspace by two guest curators, featuring some works from the Artspace collection, all Australian artists. This exhibition will then go on tour throughout Australia and Artspace staff are looking forward to the experience which this will bring. • 30/8 - 13/10: <i>Grandma's Garden</i> Glen Skien drawings from the MRC Art Collection, which tells the story of one of Mackay's original South Sea Islanders indentured labourers. This ties in with ASSI Recognition Day celebrations in August. • 18/10 - 19/1: Reasonable and Necessary - printmaking exhibition, on tour from Artel Brisbane, a printmaking collective who work with people with severe physical and intellectual disabilities. Looking to have a special performance by Crossroad Arts for the opening. • 29/11-23/2: Nika Nakamura-Mather - a Japanese artist now based in Brisbane - creates works with special timbers from Japan. • Ongoing: Speed Date the Collection - a creative look at artists' books from the collection. This is a popular program with participants and also the volunteers who facilitate the program. • Ongoing: Kits Art Club • Ongoing: BMA Kidspace Activities 	<p>Any promotion of Artspace exhibitions and events in the community by VAAC members is appreciated.</p>

ITEM	COMMENTS	ACTION
<p>5. Acquisition Proposal: Printbank Mackay Exquisite Corps</p>	<p>The committee confirmed there are no conflicts of interest with this item. Information had been emailed to the committee ahead of the meeting and Tracey spoke to this. Printbank Mackay are wishing to donate this work and the same process needs to be followed as with acquisitions which are purchased. Printbank Mackay is a long standing local group and have been supported by Artspace in the past. The donation would be a good way of continuing the relationship and does meet collection priorities, being a collaborative artists' book by a local group of artists. The work is of cultural significance and will have broad appeal.</p> <p>The committee discussed the details and noted this is a generous gesture of Printbank. The work is created in a way that will be easy for people to understand the concept. This will also be an interesting inclusion for programs such as Speed Date the Collection.</p> <p>Tracey feels there is a place for this in the collection and is happy to recommend the acquisition.</p>	<p>Paperwork to be completed and signed in accordance with the acquisitions procedure.</p>
<p>6. Public Art Proposal: Slade Point Neighbourhood Watch</p>	<p>The VAAC unanimously agreed to accept the acquisition of Exquisite Corps from Printbank Mackay.</p> <p><i>Leonie Wood declared a conflict of interest with this proposal being a member of the Slade Point Neighbourhood Watch Committee and left the meeting at 2.15 pm.</i></p> <p>Tracey explained the background to public art proposals, whereby from time to time Artspace are asked to make recommendations on draft public art proposals which involve council properties. Sometimes community groups submitting proposals also apply for funding through RADF. There is a rigorous process to be followed for each application. The role of the VAAC is to consider the aesthetics of the proposed work. This proposal is to enable Stage 3 of the Power Pole Project to take place, to continue decorating power poles along Mackay Slade Point Road with appropriate artwork. Ergon owns the power poles and they have approved the poles which can be used. The committee reviewed the proposal and agreed that the artwork is in keeping with the earlier stages of this project and unanimously agreed to this proposal.</p> <p><i>Leonie Wood returned to the meeting (2.20 pm)</i></p>	<p>Tracey Heathwood to advise the group of the positive decision.</p>

ITEM	COMMENTS	ACTION
<p>7. Public Art Proposal: MRC Gordon White Library</p>	<p>Tracey tabled a public art proposal recently received from council's Gordon White Library. The proposal is to create a mural/artwork on the wall in the Gordon White Library Community Courtyard. Funding has been donated by the Friends of the Libraries. The theme would acknowledge the Indigenous people of our region and after a selection process, an Indigenous artist has been identified by the Libraries as having an appropriate style and understanding of the project. The idea is to involve four Indigenous students from Pioneer and North Mackay State High Schools. Tracey has met with the Library staff to further explore this proposal.</p> <p>Tracey raised concerns about some of the detail and these were discussed. It had been proposed to have the artwork printed on vinyl and the technicalities of this were considered. It was noted it would be important to engage a printer with the ability to produce a quality long-lasting finished product.</p> <p>Tracey provided examples of a similar artwork at PCYC which still looks good after 5 years exposed to weather and this gave some reassurance. The committee would be happy to approve, with some considerations to be put to the submitters:</p> <ul style="list-style-type: none"> • consideration be given to the surface that the original work is painted on as this will impact the final print. • consideration be given to the terms of engagement of the Indigenous students. • the names of each student involved to be acknowledged on the plaque at the conclusion of the project. • the artist to be asked to draft a design concept for VAAC to review. 	<p>Tracey to meet with the Library staff to discuss the concerns and considerations raised by the VAAC.</p> <p>Tracey to forward the artist's concept to the VAAC.</p> <p>Tracey to update the VAAC following further discussions and communication to be continued by email.</p>
<p>8. General Business</p>	<ul style="list-style-type: none"> • Glenda Hobdell asked how far ahead the Gallery calendar is booked and Tracey advised that there are already several bookings for 2021. • A big event in 2020 will be the Libris Awards. 	

ITEM	COMMENTS	ACTION
9. Date of next meeting	The VAAC meets quarterly, usually on a Monday at 1.30 pm. It is expected the next meeting will be around late May / early June - date to be arranged.	Meeting request to be forwarded.
10. Close of meeting	The meeting closed at 2.50 pm	



Strategic Financial Report

> January 2019

Executive summary

Council has forecast an operating surplus of \$421K for the financial year.

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000
Total operating revenue	271,276	271,683	239,327	240,723	1,396
Total operating expenses	270,796	271,262	148,292	145,990	(2,302)
Operating surplus / (deficit)	482	421	91,035	94,733	3,698

Council is currently reporting an operating surplus \$3.7M above year to date estimates for January. This is primarily the result of higher than forecast revenue from fees and charges, in addition to lower than expected YTD expenditure on materials and services. Detailed analysis does not indicate any notable savings within this amount, rather showing that the variance to amended budget is indicative of the timing of expenditure.

All revenue and expense streams have been closely reviewed as part of the December budget review. Proposed adjustments will be presented to Council, with the result recognised in a future report.

Capital project expenditure is currently achieving 51% of the total approved budget. At month end, \$70M had been expended YTD and was made up of \$68.3M capital expenditure together with \$1.8M of associated operational expenditure. Capital expenditure to January amounted to 94.8% of the forecast YTD budget.

Figures reported are accurate as at the date of publication and are cumulative year to date which may include adjustments for revenue or expenses accrued from prior accounting periods. Amounts disclosed, are rounded to the nearest thousand (\$000) unless otherwise stated. Consequently, rounded balances in the categories may not add to the reported totals.



Kylie Lamb
Director Organisational Services

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1 Significant risks

Risk	Likelihood	Consequence	Treatment	Financial impact
Legal Expenses	Possible	Expenditure on appeals has the potential to be larger than budget	This will be addressed in the December budget review	\$300K included in the budget review and this will be monitored

2 Exceptions noted in Progress at a Glance by Program

Program	Comment
Nil to report	

3 Budget analysis – Consolidated

3.1 Income Statement

Income Statement for the period ending 31 January 2019

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000
Rates, levies and charges	215,723	215,723	212,622	212,937	315
Fees and charges	16,057	16,159	10,304	10,884	580
Rental income	1,298	1,275	834	846	12
Interest income	5,774	5,774	3,120	3,128	8
Sales contracts and recoverable works	6,614	8,050	3,542	3,760	218
Other recurrent income	5,970	6,150	3,598	3,738	140
Grants, subsidies, contributions and donations	19,842	18,552	5,306	5,430	124
Total operating revenue	271,278	271,683	239,327	240,723	1,396
Employee benefits	79,624	79,616	46,053	46,244	191
Materials and services	104,406	104,872	52,820	50,188	(2,632)
Finance costs	10,009	10,015	5,106	5,327	221
Depreciation and amortisation	76,758	76,758	44,314	44,231	(83)
Total operating expenses	270,796	271,262	148,292	145,990	(2,302)
Operating surplus / (deficit)	482	421	91,035	94,733	3,698
Grants, subsidies, contributions and donations	36,576	35,590	17,257	18,246	989
Other capital revenue	0	110	110	249	139
Capital expenses	2,787	2,749	1,588	794	(794)
Total capital revenue and expenses	39,363	38,449	18,955	19,290	335
Net result	39,845	38,870	109,990	114,023	4,033

% YTD Variance from YTD Budget

YTD Variance favourable of budget
YTD Variance unfavourable, between 0% and 5% of YTD Budget
YTD Variance unfavourable, more than 5% of YTD Budget

3.2 Operational revenue and expenditure

As at 31 January, the YTD operating surplus is exceeding amended budget estimates by \$3.7M. This is largely due to higher than forecast revenue from fees and charges, in addition to the timing of expenditure for materials and services. Extensive review of revenue and expense streams has occurred as part of the December budget review process, with approved adjustments to be included in a future report. Council remains on track to achieve the forecast operating surplus ~\$400K predicted at 30 June.

Trend analysis will continue, as the financial year progresses, to ensure true variances are identified and recognised in the budget.



Revenue

Revenue from fees and charges is currently exceeding year to date forecasts, particularly in the areas of MECC events, plumbing inspection fees and bulk water sales where revenue has surpassed early estimates.

Rates and charges for the second billing of the financial year have been generated during the month, for issue in February. Rates and charges income is reporting a favourable \$315K variance to YTD budget and is largely the result of community water usage exceeding forecasts for the first half of the year. Some timing differences attributable to state rebates are also noted within this category.

Sales contracts and recoverable works income is also tracking favourably at month end, with revenue from MiWater Sales and Marketing and septic waste removal exceeding YTD forecasts.

Noting some variances across Council, all other revenue streams are tracking on or close to budget.

Expenses

Total operating expenses are reporting lower than forecast at period end, namely due to a favourable variance in materials and services of \$2.6M YTD. This variance is partially attributable to lower than forecast expenditure on contract payments and repairs and maintenance, however small variances are evident across Council. This is not believed to represent true savings at this time, with expenditure expected to be realised in a future report.

Finance costs and employee benefits are both reporting over forecast at the end of the period. Minor variances in employee benefits expenditure are noted across Council. Most notably, a variance of \$500K, attributable to W4Q grant funded projects, where the expenditure budget has typically been allocated to materials and services.

Depreciation and amortisation is reporting close to YTD estimates.

3.3 Capital expenditure

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000
Capital expenditure ^	129,538	132,893	71,854	68,279	(3,575)
Donated assets	4,000	4,000	820	823	3
Loan redemption	13,404	13,398	6,853	6,713	(140)

^ as depicted in the below graph:

Capital expenditure is reporting slightly under year to date forecasts at the end of the period, reflecting 94.8% completion of the YTD budget. It is noted that this amount includes accrued expenditure for work completed in the month.

Capital projects expenditure for the period totals \$70M and is made up of \$68.3M capital expenditure plus \$1.8M operational expenditure. This represents 49% of the total revised capital projects budget and 51% of the capital expenditure component.

Delivery of the FY2019 capital program remains a significant focus for Council and will continue to be closely monitored. Adjustments identified through the December budget review process will be included in a future report.

Cumulative capital expenditure



4 Balance Sheet

4.1 Statement of financial position

Statement of Financial Position as at 31 January 2019

	Annual Original Budget \$000	Annual Revised Budget \$000	Actual \$000
Current assets			
Cash and cash equivalents	166,763	161,262	41,702
Investments	0	0	125,000
Trade and other receivables	22,036	21,408	111,354
Other assets	0	0	306
Inventories	2,645	2,401	2,447
Non-current assets classified as held for sale	1,358	843	843
Total current assets	192,802	185,914	281,652
Non-current assets			
Investments	3,897	3,644	3,644
Trade and other receivables	1,450	1,450	1,450
Property, plant and equipment	3,287,923	3,296,890	3,285,873
Intangible assets	5,268	5,428	3,438
Total non-current assets	3,298,558	3,307,412	3,294,405
Total assets	3,491,360	3,493,326	3,576,057
Current liabilities			
Trade and other payables	25,131	10,168	17,546
Borrowings	14,258	14,250	7,065
Provisions	39,528	40,494	40,494
Other liabilities	1,255	1,623	(5,010)
Total current liabilities	80,172	66,535	60,095
Non-current liabilities			
Borrowings	132,703	132,835	146,704
Provisions	14,103	14,315	14,464
Total non-current liabilities	146,806	147,150	161,168
Total liabilities	226,978	213,685	221,263
Net community assets	3,264,382	3,279,641	3,354,794
Community equity			
Retained surplus	2,016,557	2,003,411	2,078,564
Asset revaluation surplus	1,247,825	1,276,230	1,276,230
Total community equity	3,264,382	3,279,641	3,354,794

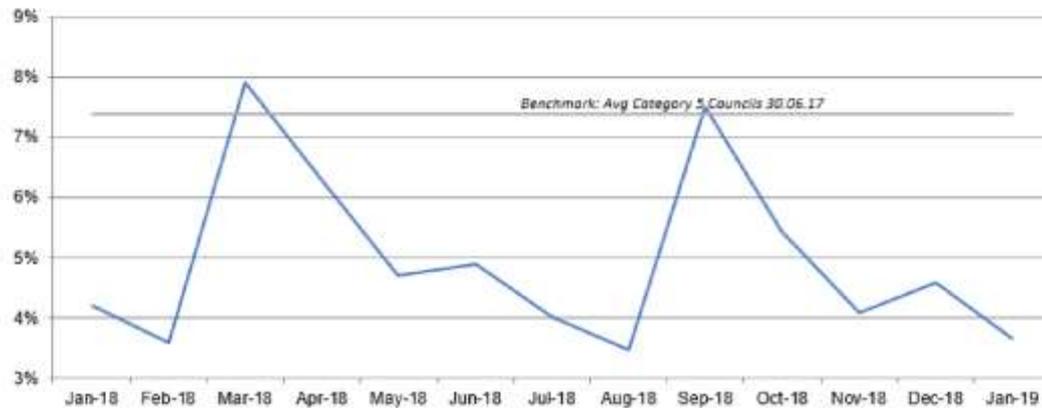
4.2 Receivables

Rates, levies and charges revenue represents near to 80% of Council's revised revenue budget for the financial year. Council is constantly reviewing its collection process to ensure rates are collected efficiently and effectively, whilst being cognisant of individual circumstances. Collection action is continuing, both with external collection agency actions and monitoring of in-house payment schedules.

	Total Overdue \$000	Current year 2018/2019 \$000	1 year 2017/2018 \$000	2 years 2016/2017 \$000	> 3 years \$000
Total rate arrears	7,894	3,918	2,158	1,118	700

Rates and charges for the second billing of FY2019 have been generated during the period. These will be issued to ratepayers during February and due for payment in March.

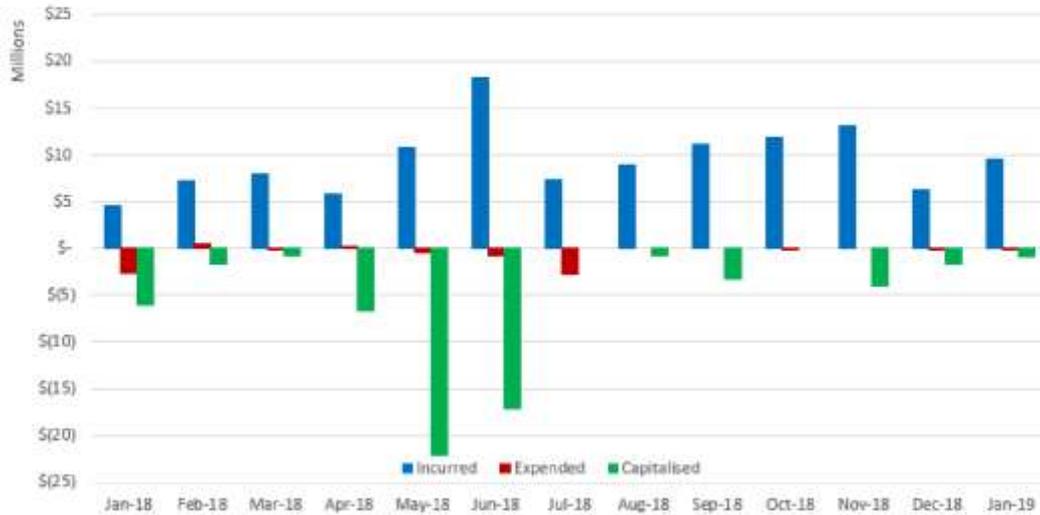
Trend rate arrears %



4.3 Property, plant and equipment

	Annual Original Budget \$000	Annual Revised Budget \$000	Actual \$000
Opening balance as at 1 July	3,256,946	3,262,200	3,262,200
Net additions (including WIP) and contributed assets	106,636	110,349	68,191
Depreciation	(75,659)	(75,659)	(43,685)
Write off / disposed	0	0	(833)
Revaluation	0	0	0
Transfers to other asset classes	0	0	0
Closing balance	3,287,923	3,296,890	3,285,873

Work in progress (WIP) movement



^ Incurred; represents capital expenditure for the construction or acquisition of assets transferred to WIP. These assets are incomplete and are non-depreciating. Capitalised; refers to additions to property, plant and equipment in MRC's asset register during the financial year. Expended costs are those transferred from WIP and will not be capitalised.

5 Cash Flow

5.1 Statement of cash flows

Statement of Cash Flows for the period ending 31 January 2019

	Annual Original Budget \$000	Annual Revised Budget \$000	Actual \$000
Cash flows from operating activities			
Receipts from customers	245,221	249,564	136,312
Payments to suppliers and employees	(183,780)	(200,383)	(102,527)
Interest income	5,774	5,774	3,305
Non-capital grants, subsidies, contributions and donations	19,812	19,012	5,430
Borrowing costs	(9,731)	(9,738)	(5,008)
Net cash inflow from operating activities	77,296	64,229	37,512
Cash flows from investing activities			
Payments for property, plant and equipment	(105,538)	(108,782)	(68,279)
Payments for investments	0	0	20,000
Other capital income	0	0	249
Other capital expenses	0	0	(60)
Proceeds from sale of property, plant and equipment	2,787	2,750	1,687
Capital grants, subsidies, contributions and donations	32,576	31,590	17,433
Net cash outflow from investing activities	(70,175)	(74,442)	(28,970)
Cash flows from financing activities			
Repayment of borrowings	(13,404)	(13,398)	(6,713)
Net cash outflow from financing activities	(13,404)	(13,398)	(6,713)
Net increase / (decrease) in cash and cash equivalents	(6,283)	(23,611)	1,829
Cash and cash equivalents at beginning of the period	173,046	184,873	39,873
Cash and cash equivalents at end of the period	166,763	161,262	41,702

5.2 Cash and cash equivalents

Council's cash and cash equivalents are subject to a number of internal and external restrictions that limit amounts available for discretionary or future use. At the end of the reporting period, approximately \$130M was maintained in various reserves for management purposes with a high proportion of these funds constrained for specific purposes.

Council maintains an investment portfolio diversified across a number of investment types and maturity lengths and is reviewed regularly to maximise performance and minimise risk. Council currently has \$125M invested with financial institutions other than QTC. Maturity of these investments is scheduled between February and October 2019.

Current investments continue to perform well against the market, with each investment type returning well above the benchmark of Ausbond Bank Bill Index plus 0.50%, at the end of the reporting month.

	January	12 Month Comparative
Council Portfolio	2.77%	2.73%
AusBond Bank Bill Index	1.95%	1.84%

Closing cash and cash equivalents balance



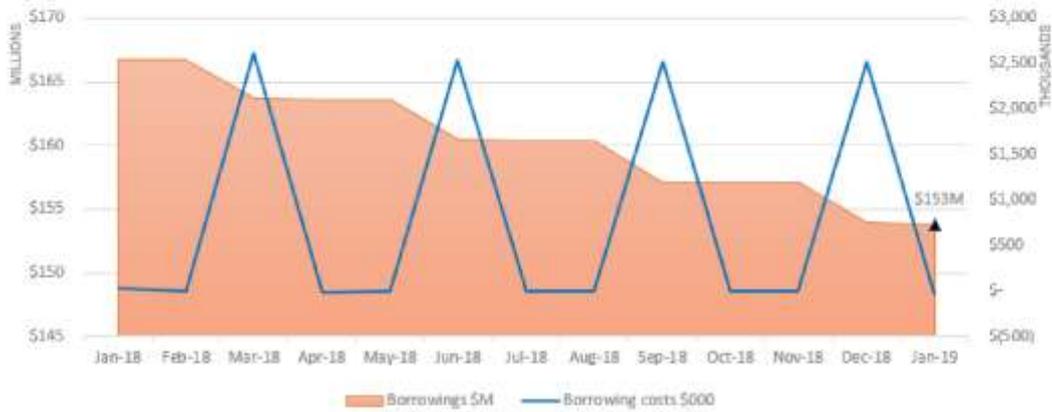
	Actual \$000	Percentage of Portfolio
AAA to AA-	100,000	60%
A+ to A	5,000	3%
A- to BBB+	20,000	12%
Total investments in term deposits	125,000	75%
QTC	38,607	23%
Other financial institution	3,307	2%
Total cash at call	41,914	25%
Total investment portfolio	166,914	100%

All institution ratings referenced are Standard and Poors.

5.3 Borrowings

Loan borrowings are an important funding source for local government. They reflect that the full cost of infrastructure should not be borne entirely by present-day ratepayers but be contributed by future ratepayers who will also benefit.

Borrowing costs associated with the debt balance, are recognised when the principal payments are made on a quarterly basis. At the end of the December quarter, MRC had \$153M in loan borrowings outstanding. In line with the council debt policy, no new borrowings are forecast in the current financial year.



6 Financial analysis

6.1 Key performance indicators

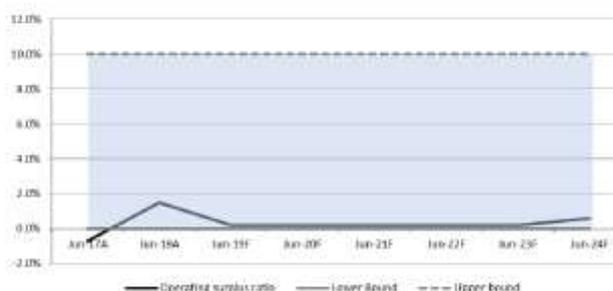
Ratio	Description	Target	FY2017	FY2018	Revised Budget FY2019	January FY2019
Operating surplus ratio (%)	Extent to which operating revenues covers operating expenses (excludes capital items)	0% - 10%	-0.7%	0.5%	0.2%	39.4%
Interest coverage ratio (%)	Extent to which operating revenues cover net interest expense	0% - 5%	2.4%	2.0%	1.6%	0.9%
Net financial liabilities ratio (%)	Extent to which net financial liabilities can be serviced by operating revenues	< 60%	17.3%	11.4%	10.2%	-27.3%
Current ratio	Extent to which current assets cover current liabilities	Between 1 and 4	3.3	2.6	2.8	5.1
Asset sustainability ratio (%)	Extent to which the infrastructure assets are being replaced/renewed	> 90%	49.3%	59.0%	83.6%	65.6%
Capital expenditure ratio (times)	Extent to which capital expenditure exceeds depreciation.	> 1.1 times	0.85	1.17	1.50	1.54

Results within targets indicate that financial risks are being effectively managed. Year to date results are indicative of business timing in the delivery of the annual budget and are anticipated to return to revised budget levels by the end of the financial year. Noting, the operating surplus ratio, net financial liabilities ratio and current ratio are all currently showing variances due to the recent generation of rates and charges for the second billing of the financial year.

The asset sustainability ratio being consistently below target is reflective of the relative new age of Council's asset base, following a period of high growth and a sustained period of NDRRA repairs. This means the requirement to spend significant funds on renewals at this stage is relatively low but will be monitored in the future to ensure spend is sufficient.

Operating surplus ratio %

A percentage between 0% and 10% over the long term means Council is expecting to generate healthy levels of revenue with an ability to fund proposed capital expenditure and / or debt repayments.



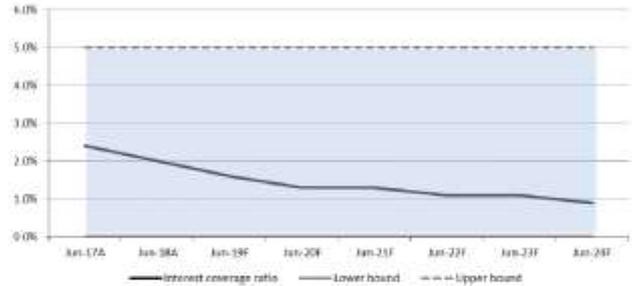


Strategic Financial Report > January 2019

Interest coverage ratio %

This ratio measures the extent to which operating revenues are committed to funding interest expense.

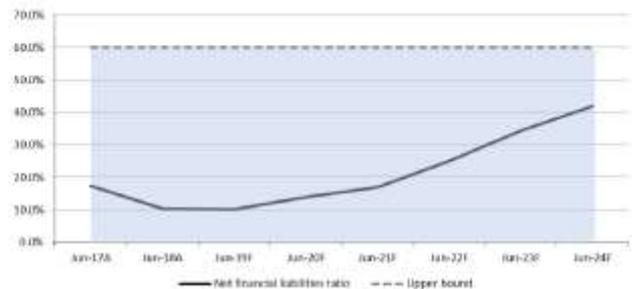
It is noted that MRC is expected to remain within target bounds indicative that the financial risk is being effectively managed.



Net financial liabilities ratio %

This ratio measures Council's ability to fund its net financial liabilities from recurrent revenue.

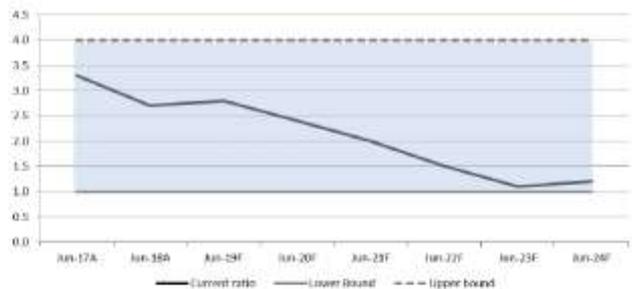
It is noted that MRC is expected to remain within target bounds indicative that the financial risk is being effectively managed.



Current ratio

The current ratio is a good indicator of Council's liquidity and ability to meet short term obligations.

If the current ratio is too high over a sustained period, this may indicate the council may not be efficiently using its current assets or its short-term financing facilities and may also indicate problems in working capital management.

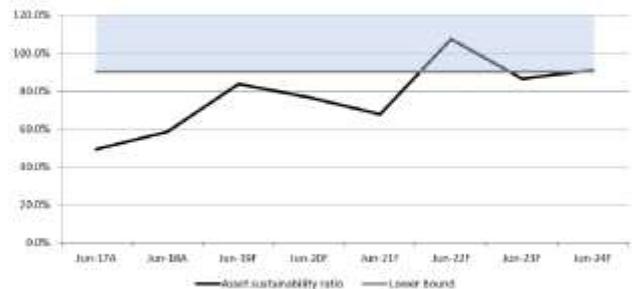


Asset sustainability ratio %

This ratio is calculated based on the planned capital expenditure on the renewal of assets.

MRC is confident that although it does not reach the set target in the first few years of Councils' Long Term Financial Forecast, it does contribute to sustainable asset replacement over the long term.

This ratio is also reflective of the relative new age of MRC's asset base following a period of high growth and a sustained period of NDRRA repairs. This means the requirement to spend significant funds on renewals at this stage is relatively low, but will be monitored to ensure future spend is sufficient.



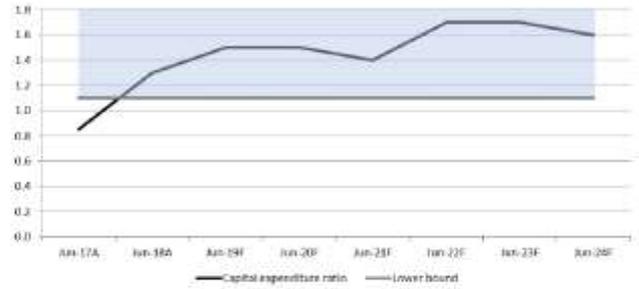


Strategic Financial Report > January 2019

Capital expenditure ratio (times)

This ratio measures the extent to which annual capital expenditure is covered by annual depreciation. A ratio above 1.1 indicates investment in long term asset growth beyond current existing levels.

This ratio indicates that council is willing to invest more than depreciation into expanding its assets base for the life of the adopted Long Term Financial Forecast.



7 Budget analysis - Commercial businesses

7.1 Water Services

Income Statement for the period ending 31 January 2019

	Annual Original Budget	Annual Revised Budget	YTD Budget	YTD Actual	YTD Variance
	\$000	\$000	\$000	\$000	\$000
Operating revenue	92,678	92,826	81,192	82,528	1,336
Operating expenses	39,157	39,160	20,856	20,026	(830)
Earnings before interest, depreciation, dividend and tax	53,521	53,666	60,336	62,502	2,166
Finance costs	5,043	5,051	2,561	2,585	24
Depreciation	25,882	25,882	14,955	14,955	0
Earnings before dividend and tax	22,596	22,733	42,820	44,962	2,142
Dividend and tax	22,896	22,896	13,356	13,356	0
Operating surplus / (deficit)	(300)	(163)	29,464	31,606	2,142
Total capital revenue and expenses	2,600	2,600	1,897	2,114	217
Net result	2,300	2,437	31,361	33,720	2,359

% YTD Variance from YTD Budget

YTD Variance favourable of budget
YTD Variance unfavourable, between 0% and 5% of YTD Budget
YTD Variance unfavourable, more than 5% of YTD Budget

Operating revenue is reporting \$1.3M above YTD estimates for the period. This is largely the result of water consumption revenue for the first billing of the financial year exceeding forecasts. Further favourable variances to YTD budget are attributable to revenue from MiWater Marketing and Operations, septic waste receipt, sewerage recoverable works and bulk water sales.

Expenditure is lower than forecast at month end in materials and services and employee costs. A small unfavourable variance is noted on YTD finance costs. It is anticipated that expenditure will reach forecasts as the financial year progresses.

A favourable variance is noted in total capital revenue and expenses. This is largely attributable to revenue from capital grants and subsidies tracking higher than forecast for the period.

7.2 Waste Services

**Income Statement
for the period ending 31 January 2019**

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000
Operating revenue	26,720	26,724	24,615	24,931	316
Operating expenses	17,968	17,962	9,406	8,838	(568)
Earnings before interest, depreciation, dividend and tax	8,752	8,762	15,209	16,093	884
Finance costs	1,057	1,057	541	647	106
Depreciation	2,083	2,083	1,008	1,008	0
Earnings before dividend and tax	5,612	5,622	13,660	14,438	778
Dividend and tax	4,428	4,428	2,583	2,583	0
Operating surplus / (deficit)	1,184	1,194	11,077	11,855	778
Total capital revenue and expenses	0	0	0	75	75
Net result	1,184	1,194	11,077	11,930	853

% YTD Variance from YTD Budget

YTD Variance favourable of budget
YTD Variance unfavourable, between 0% and 5% of YTD Budget
YTD Variance unfavourable, more than 5% of YTD Budget

Higher than forecast interest revenue and waste disposal fees are partially offset by the timing of state rebates and lower than forecast transfer station income.

Total operating expenses are reporting less than budget, primarily from lower than forecast materials and services. This is partially offset by finance costs reporting slightly higher than budget, following recognition of unwinding expenditure associated with landfill provisions. Employee costs are also reporting slightly over forecasts. It is expected that expenditure will achieve forecasts as delivery of the budget progresses.

A favourable variance is noted on capital revenue and expenses and relates to grant funding received to assist with the implementation costs associated with the introduction of the Queensland Government's waste levy.



Organisational Services

Monthly Review

> December 2018 - January 2019

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1. EXECUTIVE SUMMARY

This report is for the Organisational Services Department for the period December 2018 to January 2019.

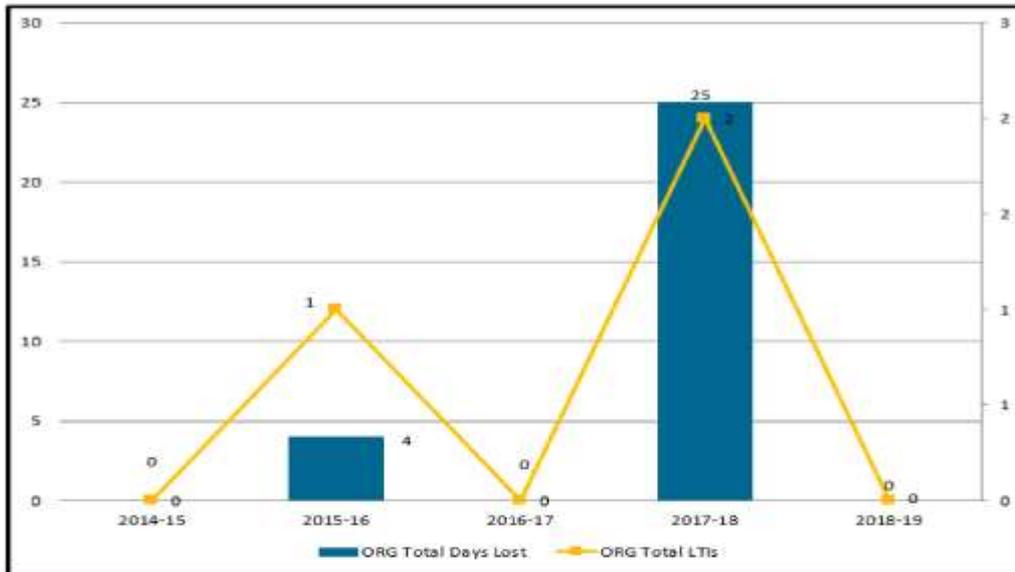
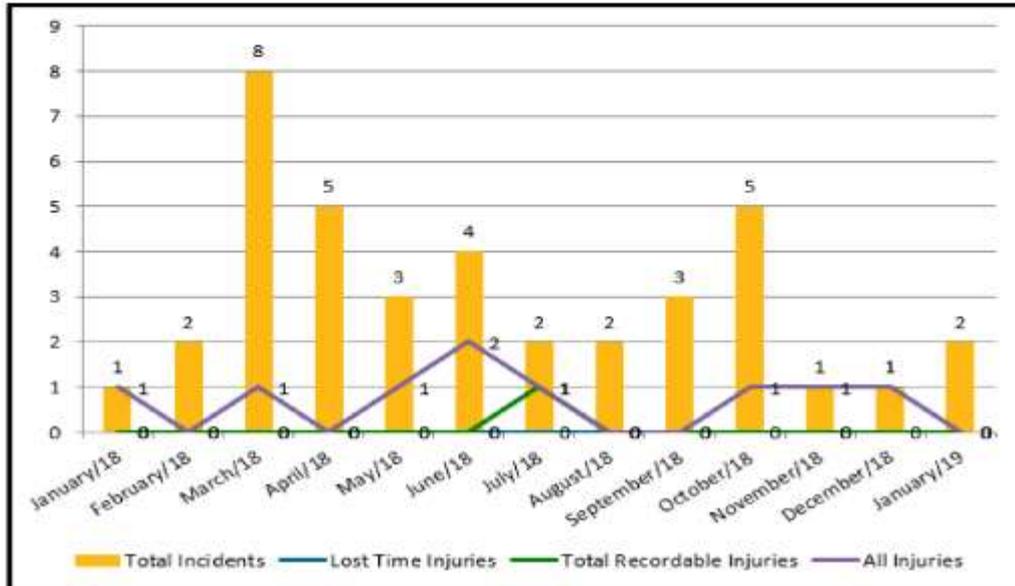
- It is pleasing to report that Organisational Services continues to report no major injuries or incidents for our staff for the year. We are currently extending our focus on safety to contractors with new procedures being developed.
- December budget review is finalised and will be included in future financial reports. Council continues to predict an operating surplus of approximately \$400K. Preparation of the 2019/20 budget is well underway.
- Several new staff members have joined the People and Culture team to assist in progressing a number of strategies and initiatives. These include workforce planning, health and wellbeing and volunteer strategies.
- Asset Management continues to gain momentum with a draft asset management development plan being developed for review.
- Some fine weather in January saw the attendance numbers at the Lagoon increase dramatically from December.
- Delivery of the capital program remains on track



Kylie Lamb
Director Organisational Services

2. SAFETY

2.1 Incidents and Injuries



Two injuries to a member of the public were reported in January:

- A child reported to have chipped teeth whilst using play equipment at Blue Water Lagoon.
- A child's head hit the pool deck while talking to their parent poolside. First aid was provided.

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

Department	2013-14		2014-15		2015-16		2016-17		2017-18		2018-19	
	LTI	Days Lost										
Assets												
Finance	1	4										
SSC					1	4						
Procurement & Plant									1	17		
Property Services												
Governance & Safety									1	8		
Office of the Mayor & CEO												
Organisational Services	1	4	0	0	1	4	0	0	2	25	0	0

Glossary

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

2.2 Key Activities

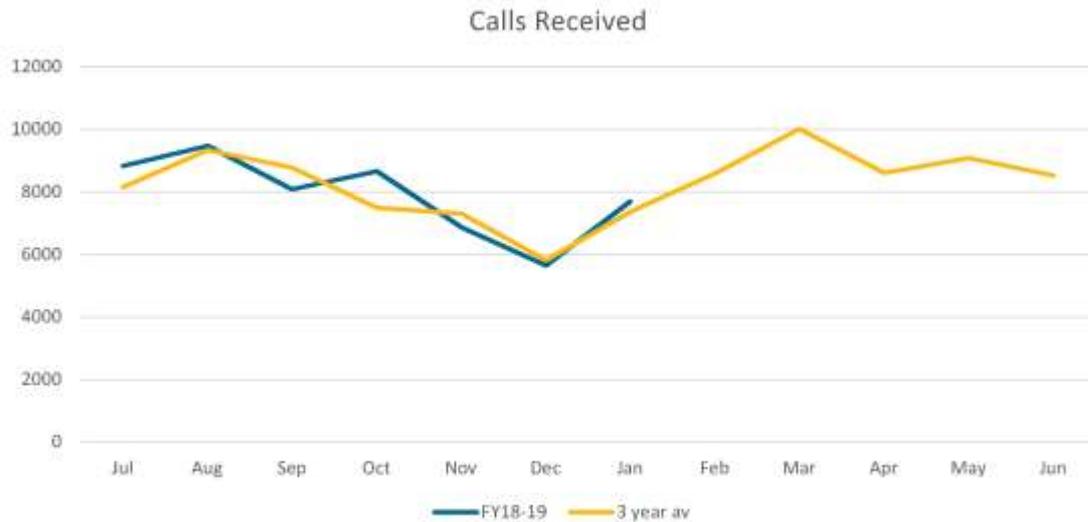
- The review and amendment of WHS procedures is continuing, as part of 'THE HUB' project.
- In consultation with Capital Works Department, continued review of WHS aspects of contractor management; including the development of a draft procedure. MRC is now seeking legal opinion to confirm that we are meeting our legislative obligations appropriately before progressing to consultation and implementation.
- Developed an internal WHS audit schedule and associated tools for 2019-2021.
- Fifty-seven staff members attended training sessions on working near overhead powerlines – a corrective action identified following an incident.
- Investigated and reported on critical incidents – including identifying appropriate corrective actions for implementation.
- A networking forum was conducted for our Health and Safety Representatives and Deputies. This was an opportunity to bring the team together to discuss current safety performance and to identify suggested improvements and initiatives to safety at MRC.
- Other activities include procedure reviews, safety observations and interactions, and attendance at pre-start meetings and toolbox talks.

3. CUSTOMER SERVICE

3.1 External Customer Services

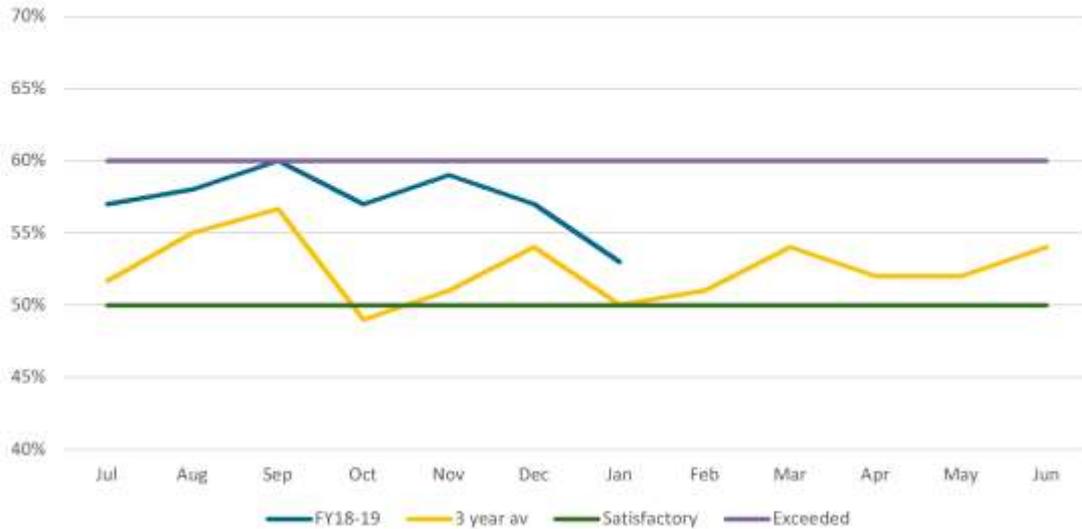
KPI	KPI Description	Target			Result
		Red (Under KPI)	Green (Met KPI)	Blue (Exceed KPI)	
First Contact Resolution (FCR)	The percentage of external customer enquiries that are resolved at the first point of contact.	< 50%	50-60%	> 60%	53%
Grade of Service (GOS)	The percentage of customer calls that are answered within 60 seconds across the SSC team.	< 80%	80-85%	> 85%	87%
Abandoned Calls	The percentage of customers that abandon their call before being served.	> 6%	4.5-6%	< 4.5%	3%
External Customer Satisfaction	A measure of customer satisfaction as reported by the end of call survey	< 80%	80-85%	> 85%	96%
Customer Request Completion	Service requests resolved within corporate standard timeframes	< 80%	80-85%	> 85%	92%

KPI Graphs and Commentary



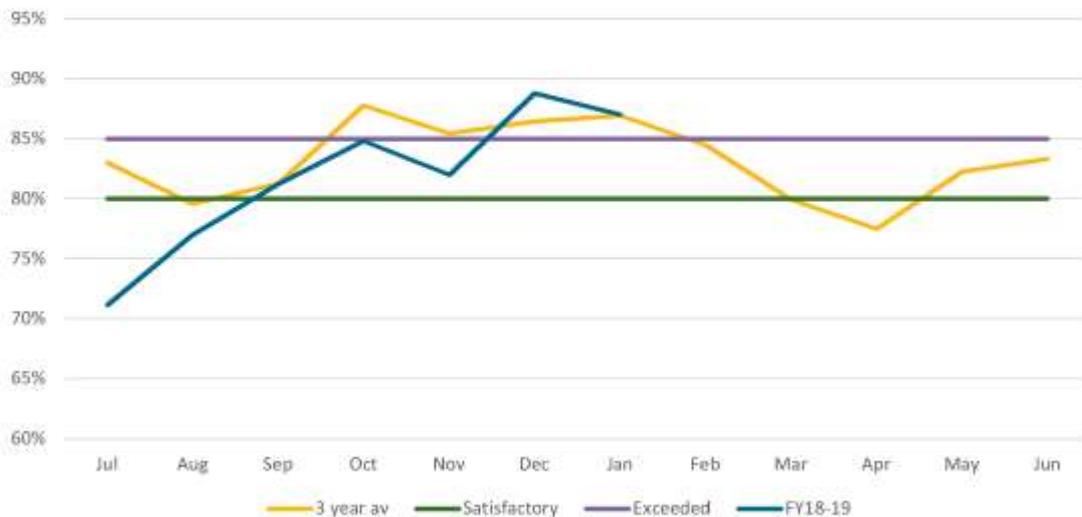
First Contact Resolution: FCR results remained consistent with 53% of customer queries resolved at first contact in January, and 57% in December.

First Contact Resolution

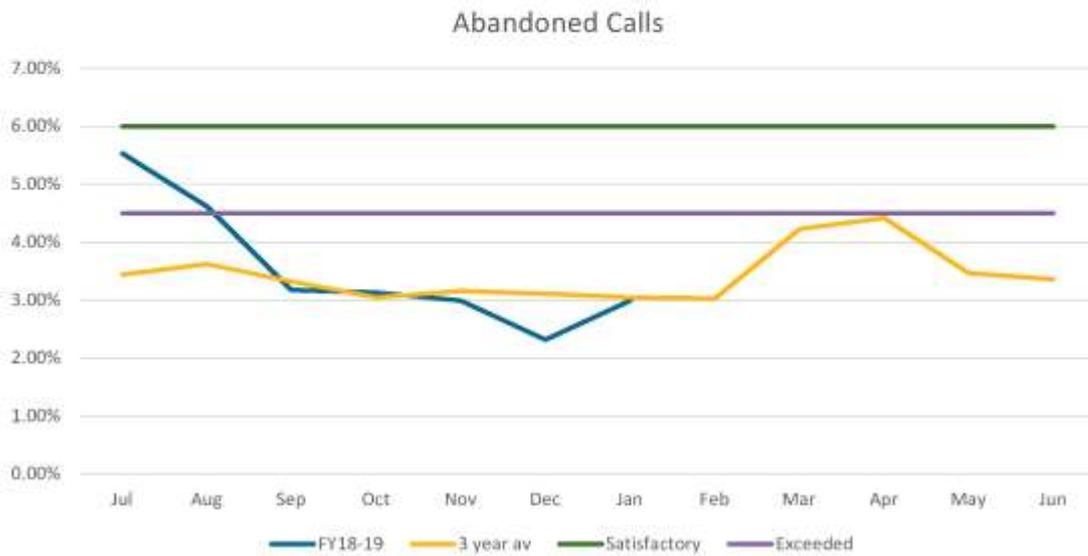


Grade of Service: A total of 7706 calls were received in January reporting period, averaging 366 calls per day, remaining consistent with December's average of 358 per day.

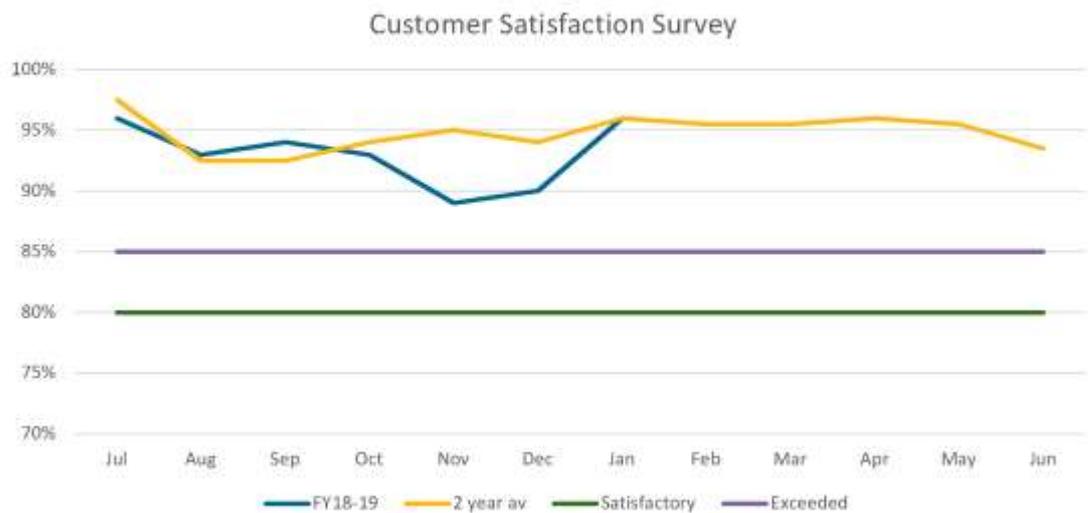
Grade of Service



Abandoned Calls: Abandoned calls increased from 2.32% in December to 3% (248 calls) in January across the combined queues. For the main MRC queue, the abandoned call rate was 2% (73 calls). The call back take-up rate continues to remain low at 0.04%, with an Average Speed of Answer at 91 seconds.



External Customer Satisfaction: Survey volumes represent 96% of the overall contact centre calls received for the month of January (271 surveys).



Customer Request Completion: Lodged requests for SSC remain consistent averaging 35 per day and resolve times continue to exceed targets at 92% resolved within standard timeframes. Lodged requests for MRC have increased from 164 in December to 175 in January and with on-time resolution moving from 72% in November to 73% in the January reporting period.

	Lodged	Resolved within SLA
MRC Total	3685	73%
SSC	733	92%

MRC Top 5 Pathway requests Lodged January 2019	Volume	% of total requests
Replace Wheelie Bin	377	9.7%
Repair Wheelie Bin	219	5.6%
Change of mailing address	175	4.5%
Water – Leak (Public Area)	151	3.9%
Roads – General	140	3.6%

3.2 Aquatic Facilities

Attendance Figures:

Facility	December 2018	January 2019
Bluewater Lagoon	21950	32831
Memorial Pool	3854	1096
Pioneer Pool	4029	1078
Mirani Pool	1990	1551
Sarina Pool	3171	3330

Note: All attendance figures are provided by operators

Bluewater Lagoon

Note: All photos supplied by operator



Aboriginal and Torres Strait Islander men from the Aboriginal and Torres Strait Community Health Service Mackay (ATSICHS) are participating in a 10-week aqua aerobics program at the Bluewater Lagoon. Sue Attard of Aqua with Sue holds sessions for the program each Wednesday in the top pool at the Bluewater Lagoon. For further information contact ATSICHS on 1800 817 773.



Bluewater Lagoon hosts the LRC running club every Saturday morning and several club members got into the spirit of Australia Day on their run on 26 January by dressing in green and gold. For more information about the LRC go to the LRC Facebook page.



The top pool at the Bluewater Lagoon is the ideal location for stand-up paddle board (SUP) yoga with the *Paddling Yogi* – Tanya Kingsman. For more information see the Paddling Yogi Facebook page.

Mirani

Note: All photos supplied by operator

Mirani Club swimmers attended Ayr Sprint Carnival on the 14 January. Swimmers attempted to qualify for state times. The day was a success as swimmers achieved times and personal best times.



Mirani State Swimmers attended a specialised 3-day training camp with Coach Donna Davie at the Glenden Swim Centre. The swimmers thoroughly enjoyed the opportunity of being mentored and coached by an ex-international swimmer.

Mirani Club Juniors attended the Cannonvale Short Course Carnival 26/01/2019 & 27/01/2019. Most of the juniors achieved great Personal bests and had an enjoyable weekend.



Mirani Swimming Club hosted a Vorgee Swim Australia Swim Camp at Mirani Swimming Centre. The Camp was hosted by Swim Coach Shawn Crow with special guest Olympian Jack McLachlan. He proved very popular with all the swimmers, giving advice and stories of his experiences both in and out of the pool. Swimmers from Mirani Swimming Club, Mackay Cyclones, Moranbah Highlanders, Glenden Swimming Club, Cannonvale Cannons, Whitsunday Swim Club, Pioneer Swimming Club and Mackay Swimming Academy attended the clinic. Coaches Robert Davie, Liz Akins (Mirani), Leanne Pokarier (Mackay Cyclones), Jacinta (Whitsunday), Fiona (Moranbah) helped coach the clinic.

It was a great weekend and a fantastic opportunity for regional kids to have coaches and a swimmer of such high calibre. It was very rewarding to see the Mirani Swimmers taking majority of the Clinic awards.

3.3 IT Support

Internal Service Metrics

KPI	KPI Description	Target			Result
		Red (Under KPI)	Green (Met KPI)	Blue (Exceed KPI)	
Incident Resolution	Percentage of incidents resolved within corporate standard timeframes	80%	80-85%	85%	74%
Service Request Resolution	Percentage of service requests resolved within corporate standard timeframes	80%	80-85%	85%	80%
Internal Customer Satisfaction Survey	IT email survey - % of customers whose experience met or exceeded expectations	75%	75-84%	85%	98%

Note: Resourcing levels within Information Services in support of service and incident requests are short of key resources and service desk skill sets due to natural attrition. Well established plans have halted slightly from unexpected challenges during the recruitment process. Despite these challenges backlog and WIP continues to be well maintained.



Internal Customer Satisfaction: A total of 348 surveys completed in the month of January, achieving an overall rating of 97.7% that either met or exceeded expectation and representing 49% of the overall requests received.

Information Services Satisfaction Survey – January 2019

January 2019 Survey		Rating %
1	How would you rate the level of customer service received? (Timely updates, follow through, helpfulness, communication skills)	88.89%
2	Was your request completed within a reasonable timeframe? (If not please state expectation in comments section please.)	88.03%
3	Was your support request completed to your satisfaction?	83.19%

January 2019 Survey Results	Below Expectations	Met Expectations	Exceeded Expectations	Not Assigned*	Totals	
# of Responses	8	121	219	0	348	* Not assigned excluded
Overall Rating	2.3%	34.8%	62.9%	N/A	97.7%	

Applications Availability

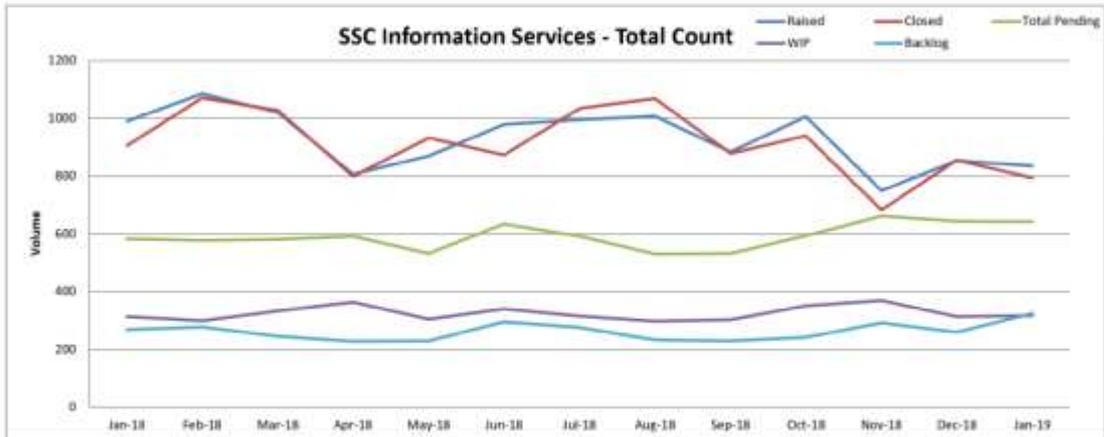
KPI	KPI Description	Target			Result
		Red (Under KPI)	Green (Met KPI)	Blue (Exceed KPI)	
Tier 1 Systems	Refer to the table under 'KPI Commentary' section below for detail on which systems are included in each tier.	< 98%	98-99%	> 99%	>99%
Tier 2 Systems		< 98%	98-99%	> 99%	>99%
Tier 3 Systems		< 98%	98-99%	> 99%	>99%

KPI Commentary

Incident and Service Request Metrics: The volume of incidents raised increased slightly this month, from 701 in December to 713 in January.

The ICT Operations team continue to achieve good closure rates with 95% of service requests closed in January.

The below graph identifies the Raised Vs Closed and Pending requests, along with WIP and backlog.



Definitions:

WIP – complex support requests that are within service level agreements and simple support requests open on day of raising.

Backlog – complex support requests that have exceeded service level agreements and simple support requests remaining unresolved after day of raising.

Applications Availability: The below table shows which corporate applications are considered tier 1 and 2. All other systems not specifically noted are considered tier 3.

	Tier 1	Tier 2	Tier 3
	ECM	 Aurora	 Manage Engine
	Finance One	 Bruce	
	Email	 Mandalay	
	GIS		
	Internet		
	Kiosk_Chris21		
	Pathway		
	Assetic		

3.4 Key Activities

Activity	Program	Comments						
Productivity	SSC	<ul style="list-style-type: none"> • Congratulations to the Payment Services team for implementing 5 ideas during the month of January. The improvements have resulted a move away from reliance on paper copies which has streamlined processes. • Work has commenced between SSC and Health & Regulatory Services to move to paperless processes. <table border="1"> <tr> <td>New Ideas</td> <td>1</td> </tr> <tr> <td>In Progress Ideas (currently)</td> <td>20</td> </tr> <tr> <td>Implemented Ideas during the month</td> <td>7</td> </tr> </table>	New Ideas	1	In Progress Ideas (currently)	20	Implemented Ideas during the month	7
New Ideas	1							
In Progress Ideas (currently)	20							
Implemented Ideas during the month	7							
Business Process Management	SSC	<ul style="list-style-type: none"> • The Office of the Mayor and CEO undertook Promapp training In January, exceptional feedback was received for both the initiative and training delivery. • Stage 4 of the roll out is well underway, an additional eight Process Champions have been appointed. MRC now has a total of 30 Process Champions. • A focused effort over the past month has resulted in over half of the out of date processes being reviewed and updated. Great work by all involved. • Overall MRC has 497 published process, work is progressing on publishing the outstanding 379 unpublished processes. 						
Electronic Payslips	SSC	<ul style="list-style-type: none"> • Almost 70% of staff previously receiving paper payslips have made the switch to electronic means. 						

Productivity Dashboard Snapshot as at 31 January

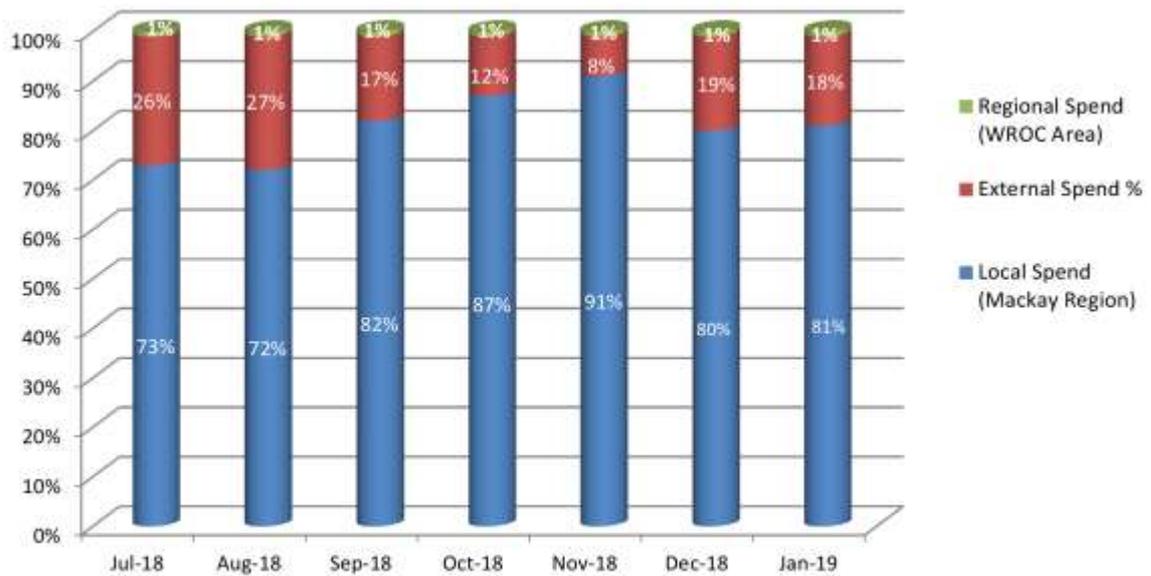


3.5 Procurement Services

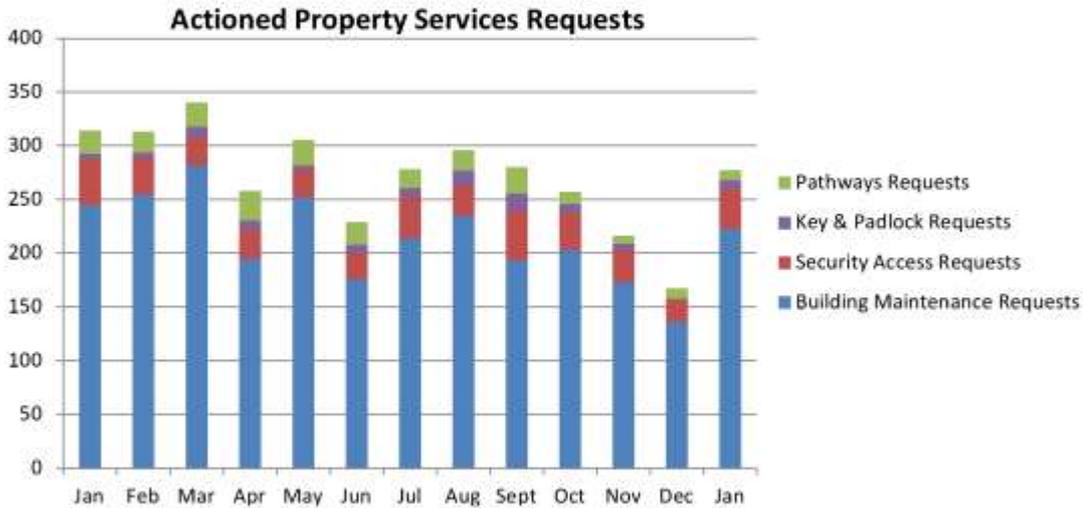
Activity	December 2017	December 2018	January 2018	January 2019
Purchase Orders (PO) Raised	623	629	727	629
Line Items in POs	1737	1745	1880	1620
POs Received	572	809	796	853
Line Items in POs Received	3378	3276	3271	2973
Invoices Processed	2353	2322	3235	3338
Request for Quotes Issued	5	9	8	10
Tenders Issued	0	3	7	6
Tenders Awarded	9	8	1	0
Quotes Awarded	10	8	8	8

Area	Monthly Amount December 2018	Monthly % December 2018	Monthly Amount January 2019	Monthly % January 2019	FYTD Amount	FYTD %
Local Spend (Mackay region)	\$12,353,979	80%	\$6,343,192	81%	\$96,810,776	80%
Regional Spend (WROC area)	26,848	1%	\$6,039	1%	\$242,601	1%
External Spend	\$3,036,534	19%	\$1,386,958	18%	\$23,676,171	19%

Area Monthly Spend %



3.6 Property Services



Note: Smaller figures are reported for the month of December due to a higher number of larger projects being undertaken over the month and the holiday break.

Breakdown of Building Maintenance Requests Actioned - December 2018	Volume	% of total requests
Miscellaneous	41	30.15%
Electrical	30	22.06%
Repairs	27	19.85%
Plumbing	24	17.65%
Air Conditioning	7	5.15%
Safety & Legislation	7	5.15%

Of the total number of Building Maintenance Requests received for the month of December (136), the top 3 requests related to;

- Miscellaneous (majority relating to cleaning, consumables and security)
- Electrical
- Repairs (majority relating to fixtures, fittings, doors, locks and hardware)

Breakdown of Building Maintenance Requests Actioned - January 2019	Volume	% of total requests
Miscellaneous	70	31.39%
Repairs	54	24.22%
Plumbing	43	19.28%
Electrical	31	13.90%
Air Conditioning	15	6.73%
Safety & Legislation	10	4.48%

Of the total number of Building Maintenance Requests received for the month of January (223), the top 3 requests related to;

- Miscellaneous (majority relating to cleaning, consumables and security)
- Repairs (majority relating to fixtures, fittings, doors, locks and hardware)
- Plumbing

4. PEOPLE AND CULTURE

4.1 Key Activities

Activity	Comments
Organisational Culture	<ul style="list-style-type: none"> MRC held the Annual Christmas Party on 6 December 2018 along with the annual Employee Awards presentations. 50 staff received various awards and over one hundred were nominated. Staff also raised a significant amount of money which was donated to employees and their families who have suffered significant adversity in 2018. These donations were presented by the Mayor at a morning tea in January and were gratefully received by the nominated recipients. Strategic monthly themes for the various OD strategies have been developed to allow more organised planning and alignment of OD activities throughout the coming year.
Health and Wellbeing	<ul style="list-style-type: none"> Health & Wellbeing Officer, Rachel Stewart-McLean started in her new 0.6FTE role on 7 January 2019. The results of the Health & Wellbeing survey have been collated and will be presented to SLPT in February. SLPT have indicated support for the fitness program, Fitness Passport to be progressed for MRC employees as a H&WB initiative.
Diversity and Inclusion	<ul style="list-style-type: none"> MRC, as members of the Diversity Council of Australia and Pride in Diversity, is planning a number of initiatives and surveys for staff as part of raising awareness of inclusion issues particularly for demographic groups that are <i>hidden</i> in the workplace, such as LGBTI++ employees Quotes for Unconscious Bias training have been sourced with training dates planned for later in February.
Workforce Relations	<ul style="list-style-type: none"> Workplace Relations Advisor, Emma Nicholson started in her new role on 10 December 2018. Planning for Enterprise Bargaining has commenced with the new Certified Agreement expected to commence in July 2020. A number of major investigations have been concluded in early 2019.
Learning and Development	<ul style="list-style-type: none"> Advertising for traineeships and apprenticeships closed in December and successful applicants were shortlisted in January for the assessment centre taking place on 6 & 7 February 2019. The diversity, number and quality of applications was improved from previous intakes. MRC are currently collating nominations for some of our trainees/apprentices to enter the Queensland Training Awards.
Leadership and Development	<ul style="list-style-type: none"> The MRC-RIN mentoring program was commenced and opened for applications in December with the launch event for the program held on 5 February. There are 20 matched pairs from MRC and the RIN network allowing for engagement with the wider business networks across Mackay. Planning for the <i>Elev8</i> leadership program is continuing, ready for pilot workshops in 2019. A change in provider has delayed the implementation.

<p>Workforce Capability</p>	<ul style="list-style-type: none"> PILOT for workforce capability framework will commence 18 February 2019 with P&C, Tech Services and Health and Regulatory Services. Feedback will be collated and necessary changes made to process before rolling out to rest of business.
<p>Volunteers</p>	<ul style="list-style-type: none"> Caitlin Davies commenced as HR Advisor – Volunteers on 7 January 2019. Her role will develop the framework and policies supporting the engagement of volunteers across the whole of MRC.
<p>PROJECT: Mackay Regional Skills Investment Strategy</p>	<p>Aligning local training to local workforce skills needs in the Mackay Region</p>  <ul style="list-style-type: none"> Project on schedule and meeting KPIs. Positive feedback from Dept of Employment, Small Business and Training (DESBT) on Quarter 1 reporting requirements. Mackay Local Reference Group scheduled to meet 4 February 2019. Key feedback from local businesses; <ul style="list-style-type: none"> Employers in the region are having difficulty focusing on VET / RSIS as potential current skill need solutions. Their ability to workforce plan greater than 6-12 months is lacking. Industries have also highlighted the inability to obtain funding for their current workforce (employees no longer meet the criteria for Certificate 3 Guarantee (C3G)). Small business finds understanding and accessing VET funding difficult. RTO capability to meet local industry need is lacking.

4.2 Staff Contingent

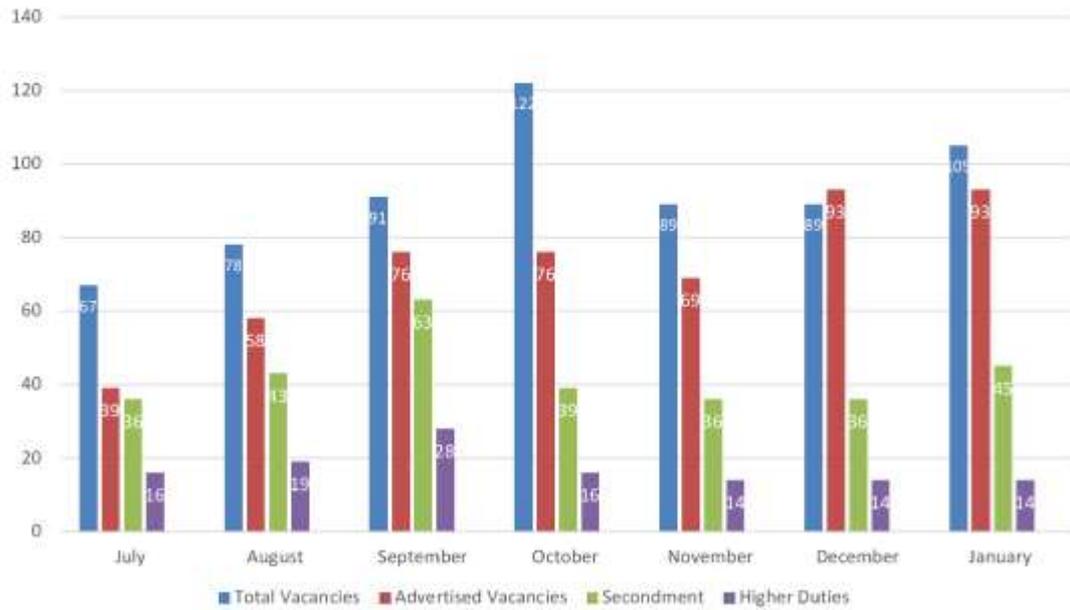
Status	OMC	ECI	DS	CCS	OS	CW	TOTAL	Prev. Month
Full Time	6	298	164	111	165	66	810	805
Part Time	0	5	6	31	39	0	81	77
Apprentice/Trainees	1	5	8	3	9	0	26	30
Temp	0	10	9	15	22	8	64	59
Casual	1	4	12	80	2	3	102	110
TOTAL EMPLOYED	8	322	199	240	237	77	1083	1081
Active Recruitment	1	22	26	18	20	6	93	76
TOTAL	9	344	225	258	257	83	1176	1157

*Stats current as of 31 January 2019

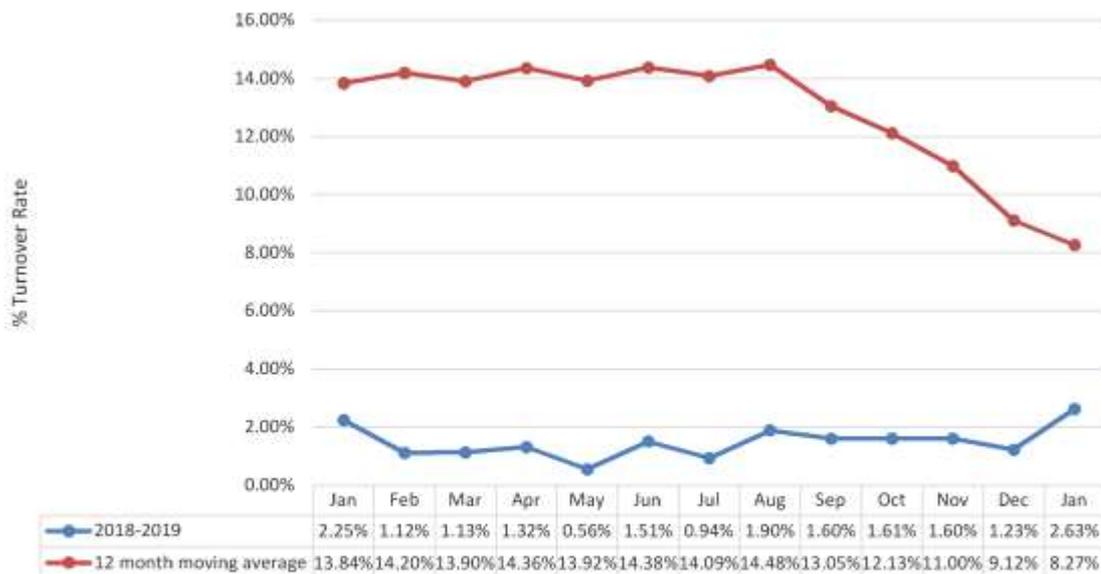


- Total vacant positions: 105
- Total number of positions filled in December 15 and January 42.

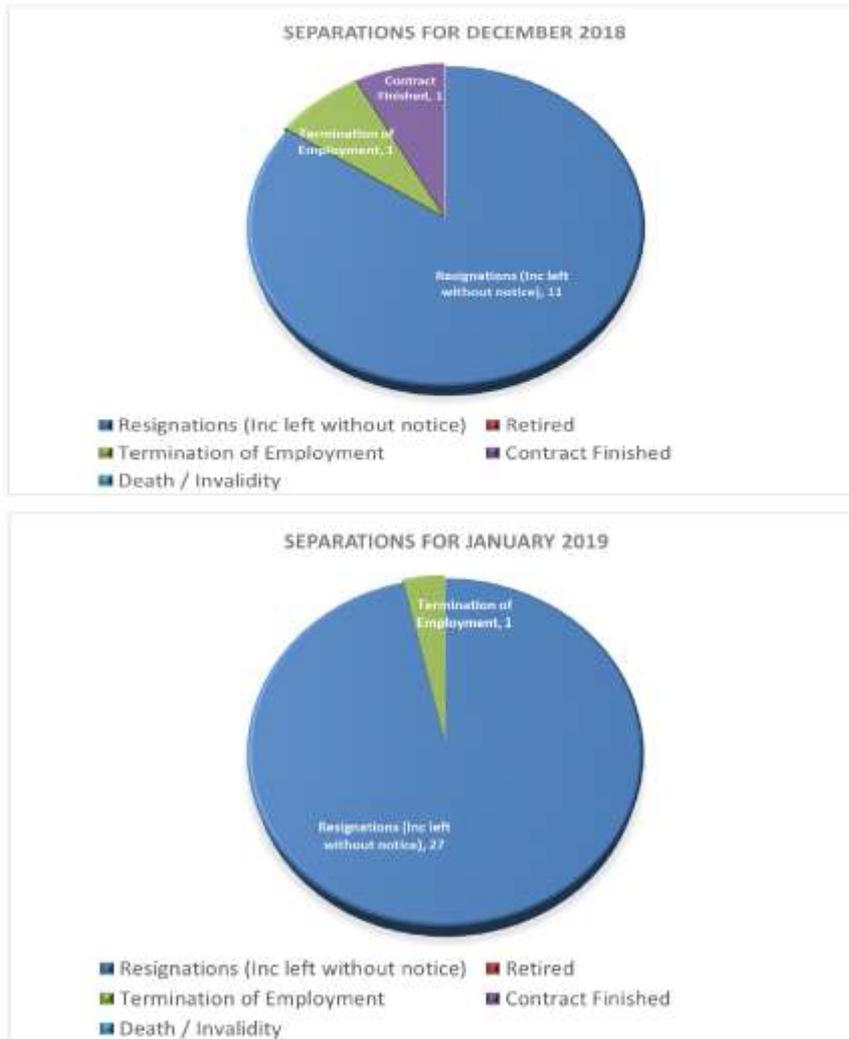
Monthly Position Occupancy



- As of 31 January, there were 93 positions across Council that were actively being recruited to either through external or internal recruitment and selection processes. The total current vacant positions are 105. Total vacant positions may differ from active vacancies due to positions on hold, higher duties/secondments or requisitions yet to be received by Recruitment.



- 12 month moving average turnover was 8.27 % as at 31 January 2019.
- Monthly turnover 2.63% as at 31 January 2019



- A total of 13 employees departed MRC in the month of December 2018 and 28 in January 2019.

5. FINANCIAL PERFORMANCE

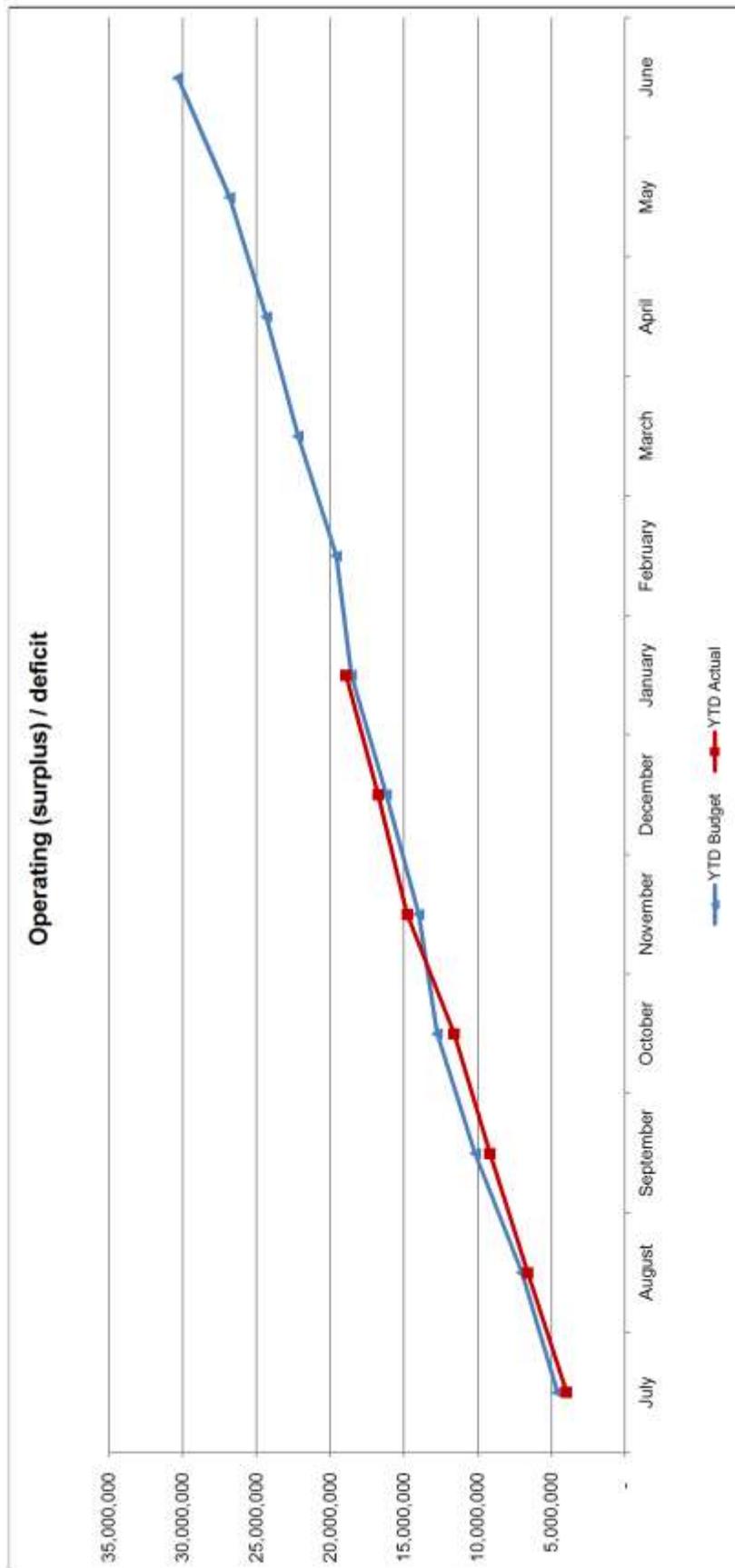
5.1 Key Activities

Activity	Program	Timeframe	Comments
Budgets & LTFF	Finance	●	The 2019/20 budget and long term financial forecast processes are proceeding in accordance with planned timelines.
Statutory Reporting	Finance	●	The monthly Strategic Financial Report for December was presented to Council in January.
Valuations	Asset Management	●	Valuation Inspections complete for FY2019.



5.2 Program Financial Position

Financial Performance Report		Organisational Services				% YTD Variance of YTD Budget	
Period Covered: 1 July 2018 to 31 January 2019							
	Revised Budget	YTD Budget	YTD Actual	YTD Variance			
3.01 - Organisational Services Management	453,032	252,071	188,162	(63,909)	Expenses tracking behind expectations with some savings identified		
3.02 - People & Culture	2,615,181	1,397,844	1,005,324	(392,521)	Q3 and Q4 activities are planned as a part of the gap in YTD expenditure.		
3.03 - Financial Services	2,702,789	1,221,886	1,132,555	(89,331)	Expenses tracking behind expectations at month end, mainly in the areas of audit fees and printing and stationery. This is a timing issue.		
3.04 - Procurement & Plant	(3,672,136)	(2,142,962)	(2,179,730)	(36,769)	On track.		
3.06 - Governance & Safety	3,399,611	2,529,694	2,502,681	(27,014)	On track.		
3.07 - Asset Management	1,217,118	644,025	547,395	(96,630)	Savings in wages through vacancies which will be addressed in the Q2 budget review		
3.11 - Property Services	8,338,306	4,406,664	4,674,462	267,799	Scheduled maintenance work ahead of estimated timeframe, plus additional costs associated with water leak at the Dome (possible insurance proceeds to offset)		
3.16 - Works For Queensland Round 2 Funding Project	181,296	996,039	1,921,774	925,735	Delivery of W4Q works ahead of forecast		
7.01 - Shared Services Centre Management	2,977,706	1,536,016	1,408,467	(127,548)	Wage savings through vacancy and timing of expenditure different to forecast		
7.02 - Shared Services Centre Employees	8,122,108	4,686,311	4,681,715	(4,596)	On track.		
7.03 - Shared Services Centre Information Services	4,001,780	3,051,523	3,046,637	(4,885)	On track.		
Operating (surplus) / deficit	30,336,790	16,579,112	18,929,442	350,330	Most programs tracking on budget, noting W4Q works are ahead of forecast		



6. BUSINESS IMPROVEMENT

6.1 Business Improvements

Description	Program	Comments
Enterprise Risk Management (ERM) Review	G&S	Consideration of operational risks and how these are managed across Council is progressing. A review will be underway in the coming months.
Corporate Performance Planning Project	G&S	The draft policy and supporting decision tree intended to guide a corporate approach to the development, implementation, monitoring and review of strategies has been endorsed by SLPT. The Policy will be presented to Council for adoption in the coming months. Draft Business Plans (21) for 2019-2021 were complete in January. The supporting 12-month Action Plans are nearing completion as at the end of January.
Safety Systems Streamlining Project	G&S	Improved rigour around the review of safety documents is now evident with the implementation of a structured review schedule, that has time and resources assigned. Loading of safety documents to the Hub from individual work areas is approximately 50% complete.
Contractors' safety performance monitoring and reporting	G&S	This project which was initiated in January aims to identify opportunities to improve the monitoring and analysis of contractors' safety performance. Research and industry benchmarking will be undertaken in February with a view to presenting options to SLPT in March.
Insurance Review Project	G&S	The evaluation of tenders for MRC's Insurance Coverage (except workers compensation) commenced in December and is expected to be finalised in Feb 19. The new Insurance Coverage Administrative Policy was approved by the CEO/SLPT on 23 January 2019.
Stale Cheques Process Review	SSC	Improved process which adheres to auditory requirements when managing stale cheques.
Administration of Invoices	SSC	The original process involved double handling and printing of electronic documents. Invoices are now managed in their electronic form, saving time, money and resources.
Reduced payment runs	SSC	Payment runs have been reduced from two to one payment runs each week. This change reduces pressure on supporting teams and supports all stakeholders in managing various levels of required approvals.
Validation of cheque runs	SSC	Inconsistencies were identified across the various cheque runs, the process has been standardised, increase robustness of the checking process.
Reimbursements	SSC	All staff and petty cash documentation are now electronically submitted to the accounts payable team. This change has significantly reduced the time taken to manage this process.

7. PROJECTS

7.1 Internal Projects

OPEX Projects

Project	Program	Comments
Maintenance Management System	AM	A trial has commenced with civil operations using assetic as the maintenance management system. The trial is limited to civil work associated with patching roads after water maintenance is performed. Feedback from this trial will inform larger maintenance strategies with full mobility implementation to follow.

7.2 Capital Projects

Project	Phase	Project % Completion	Comments
Plant Replacement Program	Construction	46%	Some deliveries have been delayed due to rain on regional resources, however a majority of larger plant items now delivered.
Paget Depot Workshop Extension	Construction	15%	Works scheduled to start 18 February.
Bluewater Quay Café-new amenities and storage.	Awarded	98%	Some weather-related delays on the project during December and January. Toilets were handed over on the 21 December and have been in use since. Grow wall to be installed, again delayed due to weather.
Administration Building Refurbishment	Awarded	80%	Electrical rough in complete, smoke detectors repositioned, Extra cable tray for future IT upgrade has been installed, New ceiling system will be completed 8 February. Painting starting 11 February. Job expected to be completed on the 22 February.
Renewable Energy – Small Scale Solar	Installation	40%	As at the end of January, 4 sites operational. 4 sites installed waiting for connection approval. Paget Waste, Sarina STP (ground mount), Mackay Sth STP (ground mount) & Paget Depot starting February.
MECC Fire Panel Integration	Construction	95%	Final testing to be completed during February.
MECC Lighting Upgrade	Procurement	90%	Remaining lights arriving end of February
Dome Chiller Replacement	Construction	90%	Chiller is operational. Some minor works to complete in February

8. REGULATORY COMPLIANCE

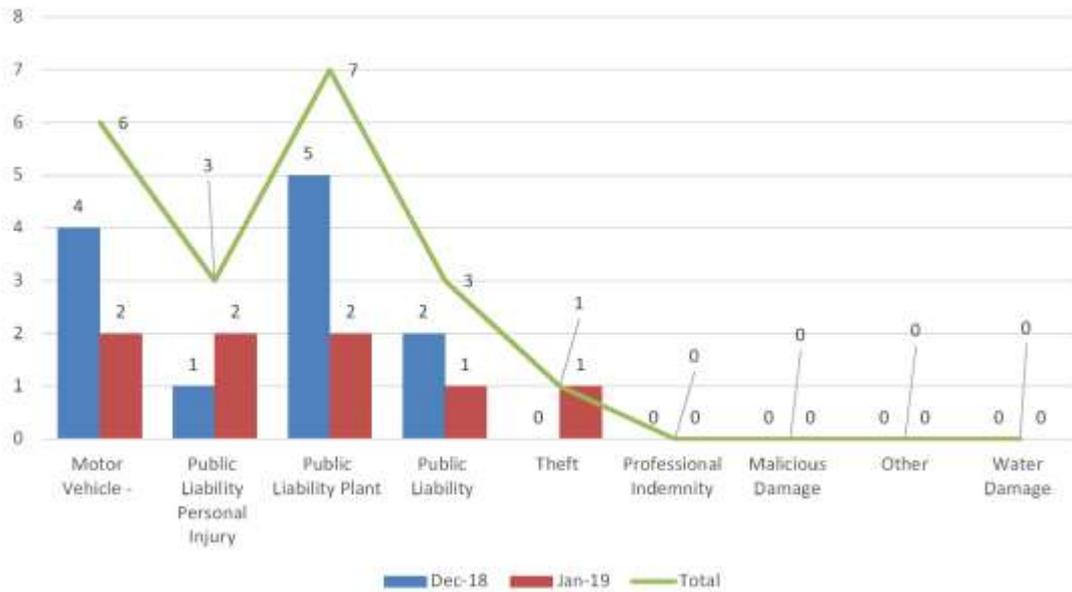
8.1 Financial Compliance

Description	Program	Timeframe
Manage capital and operational budgets to achieve the benchmark Local Government financial sustainability ratios, including the operating surplus, net financial liabilities, and asset sustainability ratios. Measure: Completion of Long Term Financial Forecast including applicable ratios	Finance	●
Provide relevant and useful information to Council, stakeholders and clients. Measure: Production of monthly strategic financial reports	Finance	●
Provide relevant and useful information to Council, stakeholders and clients. Measure: Number of high risk audit issues	Finance	●

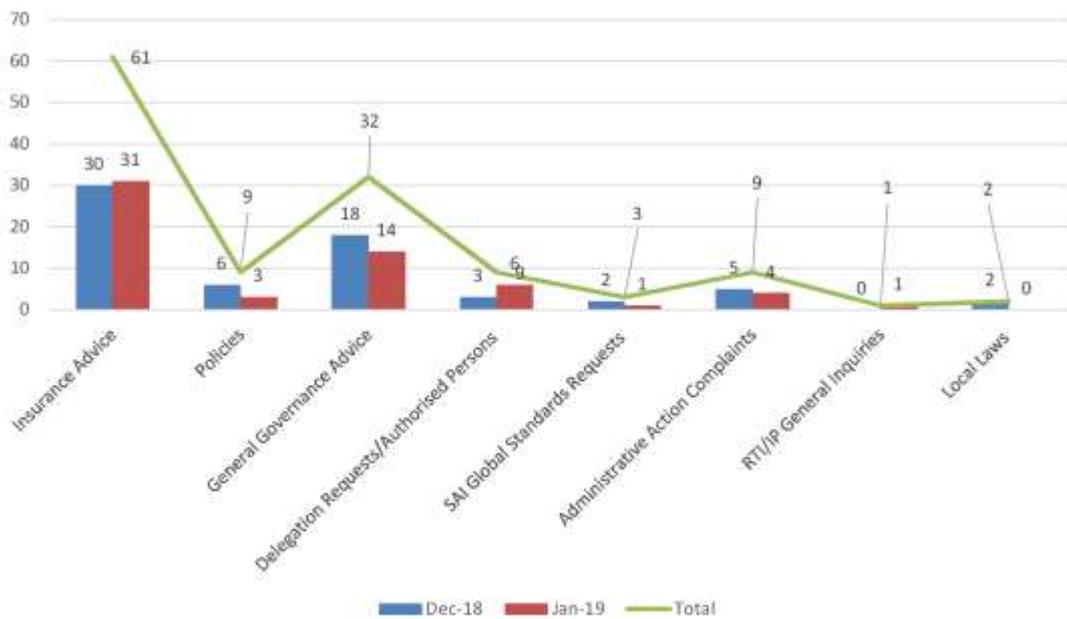
8.2 Corporate Governance

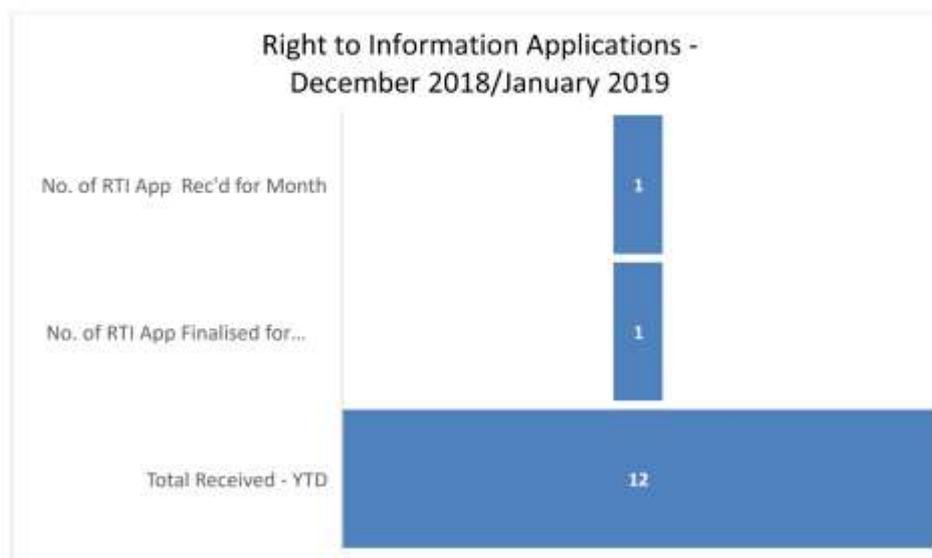
Activity	Program	Comments
Policy Reviews	G&S	<u>December:</u> 2 Council policies were presented to Council for adoption; <u>January:</u> 14 policies were prepared and presented to SLPT for approval; A complete review of all policies was undertaken to ensure that MRC captured the Belcarra Reforms comprehensively. As a result, several new policies were developed and others amended following a brief to Council
Corporate Governance Investigations	G&S	9 administrative action complaints were received and forwarded to the relevant programs for investigation in December; 7 administrative action complaints were received and forwarded to the relevant programs for investigation in January. Corporate Governance undertook 3 Pin Reviews in December and 1 second appeal review in January.

Insurance Claims Received - December 2018/January 2019



Governance General Inquiries - December 2018/January 2019





8.3 Internal Audit

Internal Audit Reviews Underway	Status	Comments
Accounts Payable	Completed	
Management of Agency Contract Staff/ Labour Hire	Completed	
Water Charges Concessions for Concealed Leaks	In Progress	Review scheduled for completion by end of February.
Cyber Security – Follow Up of 2017 Review	In Progress	This is an ongoing review in which a specialist external auditor is providing advice on the effectiveness of actions taken to address previous audit recommendations in this area.

Other Internal Audit Activity	Comments
Audit Committee	Audit Committee met on 14 December 2018. The next Audit Committee is scheduled for 11 April 2019.
Preparation of Internal Audit Plan for 2019/2020	Work has commenced to assess and identify reviews for next year's plan.

9. LAND & BUILDINGS

9.1 Building Maintenance

Description

Works have been completed in relation to the Dudley Denny City Library water leak. This includes carpet and floor repairs, as well as electrical rectification. Minor repairs to ceilings in DDCL to be finalised. Photos below of damage to DDCL and The Dome complex.



Foodspace Cafe timber floor has been sanded back and re-coated over the holiday shutdown.



All entrance tiles to Gordon White Library have been replaced with R11 non-slip Vitra outdoor tiles and replacement of tac tiles near steps.



Ceiling has been replaced and re-levelled within the Health and Regulatory Services office at 42 Wellington Street.

Convention Centre kitchen has undergone renovations, painting, tiling and plastering work.

Entertainment Centre has had the VSD and case replaced on the air conditioning unit.

Convention Centre chiller units have all had sensors replaced.

Sarina Depot Administration building air-conditioning leak has been rectified.

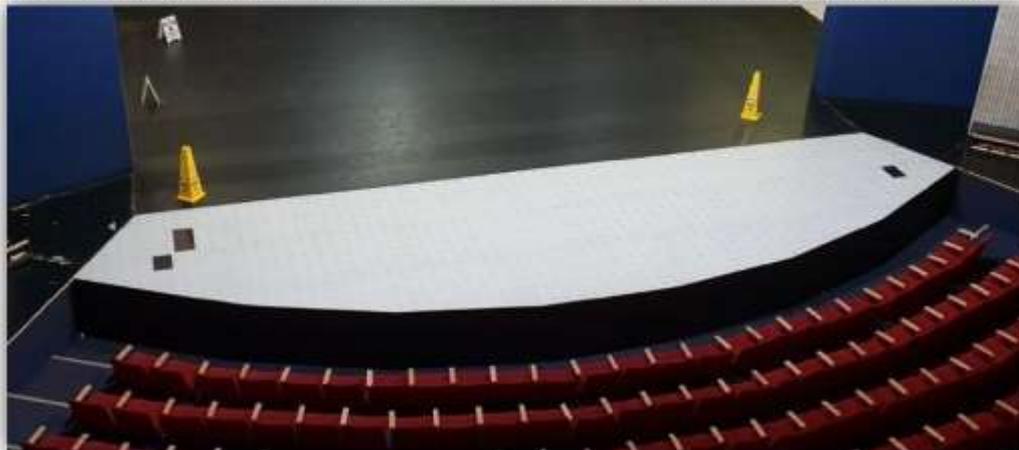
Artspace ceiling patches have been repaired and painted.

Rectification work from emergency light testing was completed over the Christmas break.

Replacement of a leaking split system at Mirani Admin building was completed over the Christmas break.

Property Services store rooms have been cleaned out and had new shelving installed over the shutdown period.

Entertainment Centre stage floor orchestra pit and the wings of the stage have all been replaced and painted.





Pressure cleaning of concrete outside Foodspace Cafe has been completed.

Pressure cleaning of windows at the Jubilee Community Centre has been completed.

Pressure cleaning of building at the Sarina Field of Dreams was completed on Boxing Day

Bakers Creek Community Hall has had a new poly water service line installed, routed around concrete slab.

Senior Citizens Hall 1 – basin taps have been serviced, leaking urinal cistern has been repaired, female toilet cistern has been repaired, urinal flush sensor in men's toilet has been replaced.

Female toilets off the main foyer at Jubilee Community Centre have been jetted to clear tree roots.

Entertainment Centre north foyer level 1 male toilets urinal flush solenoid has been replaced.

Greenmount Homestead – loose power board has been made safe by adding in new posts.

Tommy Webster Community Hall – blockage cleared at outlet side of grease trap.

Mirani Depot Office AC drain pipe was repaired to stop leak.

New float valve installed on hot water urn at Foodspace Café.

42 Wellington Street female toilets, new toilet seat bolts on one cubicle and service to each other cubicle.

New lane ropes have been purchased and installed at the Memorial Pool.



Convention Centre waterless urinals have been serviced.
Mirani Council House – shower/bath drain pipe rectified and gutter leak was investigated and rectified.
Tommy Webster Community Hall has received a new flush system solenoid on the urinals.
<p>Paget Depot wash bay has undergone a configuration change to make it more user friendly and more cost effective to maintain. Cable trays have been added as well as new pumps.</p> 
Sarina Depot – Burst poly pipe outside toilets has been repaired
Mackay Mt Basset Animal Centre – roof and gutter clean and roof leak rectified
All council Depot ice machines/drink fountains have had a yearly filter replacement

9.2 Land & Tenure

Description
<p>Available tenure for community organisations: -</p> <ul style="list-style-type: none"> • Promotion of sharing facilities and grounds with likeminded organisations are always recommended in the first instance. • Vacant Land: - <ul style="list-style-type: none"> ○ Bovey Street, North Mackay ○ Heaths Road, Glenella (low lying) <p>Rural land of various sizes, average of 20kms distance from Mackay city centre.</p>
<p>Encroachments:</p> <p>Agreements reached:</p> <ul style="list-style-type: none"> • Newbury-Mt Vince Road

<p>Agreements being negotiated: -</p> <ul style="list-style-type: none"> • Ocean Avenue, Slade Point • Edmunds Avenue, Bucasia • Grasstree Beach Road, Grasstree Beach
<p>Freehold properties currently listed for sale, as a result of the freehold land investigations: -</p> <ul style="list-style-type: none"> • Lot 1 Vellas Road, Mirani - in negotiation • Lot 3 Vellas Road, Mirani - in negotiation
<p>Weekly meetings established with The Dome Property Managers to discuss marketing, prospective tenants and maintenance issues.</p> <p><u>Current Status:</u></p> <p>Tenancies occupied – 2, 5, 6, 8, 11,12,13 and 14</p> <p>Tenancies that have proposals by interested parties – 4, 9, 10 & 6c</p> <p>Tenancies vacant – 3 and 7</p> <p>Temporary agreement put in place for Tenancy 3.</p>
<p>The Land & Road Use Committee agenda included the following requests for comments (both Dec & Jan): -</p> <ul style="list-style-type: none"> • 0 x road issues • 8 x land issues.
<p>Property Matters</p> <ul style="list-style-type: none"> • Native Title investigations on State land • 3 x fencing matters
<p>Lease Matters</p> <ul style="list-style-type: none"> • Position advertised for Commercial Lease & Property Officer • Continuing working with VMX on their agreement to lease • Lease inspections/discussions held with: <ul style="list-style-type: none"> ○ Mackay & District Senior Citizens Association ○ Mt Tyson Holdings - land at Bloomsbury ○ Presentation to Council on new community leasing policy ○ Tender for three sites (Casey Ave, Bridge Rd & Walkerston) were advertised ○ Middle Creek Dam community consultation for proposed new calendar for 2019 ○ Discussions held (internally) regarding the future usage of Mirani Hall • Telecommunication enquiries: <ul style="list-style-type: none"> ○ No new enquiries, dealing with existing queries



Development Services

Monthly Review Report

December 2018 & January 2019

Executive Summary

DEVELOPMENT SERVICES

During December and January, a significant amount of work was undertaken to progress the Mackay Waterfront Priority Development Area (PDA) project. This project is tracking well and is an exciting and transformative project for Mackay. Public notification of the development scheme for the PDA finished in December and submissions are currently being reviewed. The PDA Advisory Committee held its first meeting in December and is already adding significant value to the PDA process. The Mackay Waterfront Masterplan, which will establish the vision for the public realm, is well progressed.

Development applications slowed over the Christmas period, but are expected to increase for the remainder of the financial year and remain on track to meet financial year forecasts. A large number of applications under the Facilitating Development in the Mackay Region Policy were received prior to Christmas to take advantage of the transition period following the adoption of version 5 of the Policy. This shows increased development activity, with the majority of these applications for residential development.

December and January were busy months for the economic development program, with marketing activity aimed at revitalising the City Centre focused on Christmas and New Year's Eve and work undertaken to finalise the draft Mountain Bike Strategy. Implementation of the Mackay Region Recreational Fishing Strategy continued, and the voluntary Code of Practice for the net-free zone launched on 30 January.

Rainfall received during December and January resulted in challenging conditions and an increased workload for Parks crews. Despite these challenging conditions, the staff have worked hard to maintain service levels in this area and will take advantage of finer conditions to bring the region's parks back up to standard.



Aletta Nugent
Director Development Services



Mountain Bike Community Session at Eungella Community Hub

Development News 12/2018 & 01/2019

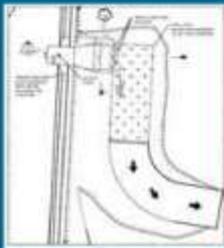
Updates on Significant Developments Currently Being Assessed by Council

APPLICATION LODGED

DA-2018-159

2 Andergrove Road, Andergrove

The application proposes the development of 18 multiple dwelling units over four existing lots. The properties are located at the corner of Bedford Road and Andergrove Road, with access to the units from Petrea Court.



APPLICATION LODGED

OW-2019-1

Victor Creek Reserve, 183 Seaforth-Port Newry Road, Seaforth

Carpark extensions with proposed works including roadworks, earthworks and clearing vegetation.

APPLICATION APPROVED

DA-2018-14

21 Milne Lane, West Mackay

The approved application proposes the construction of five multiple dwelling units.



APPLICATION APPROVED

OW-2018-35

2 Sugarfield Place, Ooralea

Sugarfields Estate, Stage 6 (1 lot into 15 lots) with approved works including roadworks, stormwater, water infrastructure, drainage work, earthworks, sewerage infrastructure, landscaping and signage.



Monthly Safety Review

Summary

Six injuries to a MRC staff member were reported in December 2018 and January 2019:

- A worker hit and injured their elbow while entering a narrow concrete monument / grave.
- A worker was stung by wasps multiple times when whipper snipping.
- A worker injured their back when they slipped on wet ground while taking down a canopy.
- A worker hit their upper thigh with a hedger blade, resulting in a minor laceration.
- A worker who was brush cutting bruised their fingers when a stone flicked up and hit their hand.
- A worker felt some discomfort in their back after whipper snipping.

Fifteen incidents involving asset damage were reported in December 2018 and January 2019:

- While unloading a mower from a trailer, the trailer detached from the tow vehicle.
- A non-staff member's vehicle was damaged when a rock flicked up from a whipper snipper.
- A tractor was towing out bogged mower. The D-shackle on the mower moved and hit / damaged the mower windscreen.
- While mowing a road verge, the mower flicked up a stone, damaging the windscreen of a parked MRC vehicle.
- A metal fencing bracket in long grass was flicked up by a mower, hitting and breaking the depot office window.
- While mowing alongside a road, the windscreen shattered.
- While mowing alongside a road, the mower hit a pedestrian barrier, resulting in damage to a light fixture on the mower.
- While mowing the street verge, the mower threw a stone and damaged a non-staff member's vehicle.
- After whipper snipping and mowing, noticed damage to MRC vehicle's window.
- The electrical wire of the flashing light on top of a mower was damaged after the mower hit a tree branch.
- While raising the side deck of a mower, the deck struck and damaged the mower door.
- While slashing the road reserve, the slasher hit and damaged a small green electrical pillar that was in long grass.
- A mower struck and damaged a water meter that was in long grass.
- When exiting a depot compound, the tool box on the back of a truck struck a gate post.
- A non-staff member vehicle and a MRC trailer collided while travelling through a roundabout.

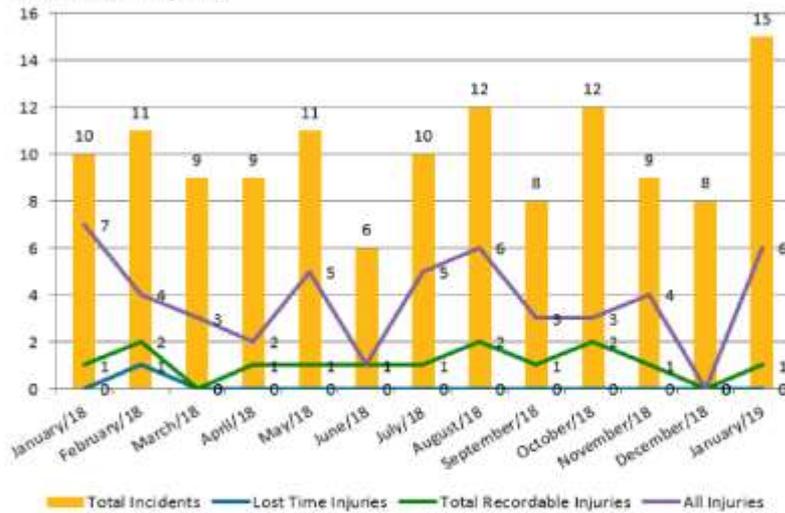
Two near miss incidents were reported in December 2018 and January 2019.

- A contractor jarred their shoulder when they stepped in a hole on uneven ground.
- While spraying using a handheld pack, chemical leaked from top of pack onto pant leg.

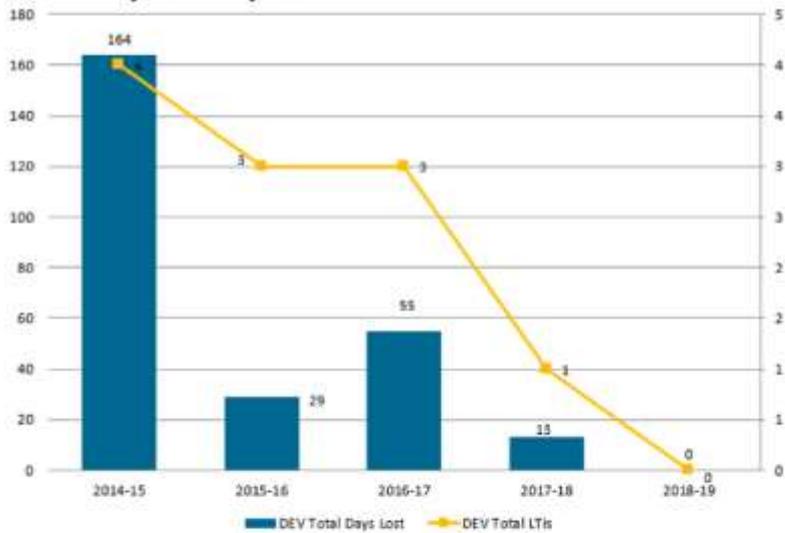
Each incident is investigated, and appropriate corrective measures implemented to reduce future risks.

Mackay REGIONAL COUNCIL Development Services Monthly Review December 2018 & January 2019

Incidents and Injuries



Lost Time Injuries & 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
Development Engineering										
Development Assessment										
Parks, Environment & Sustainability	4	164	3	29	3	55	1	13		
Strategic Planning										
Economic Development & Tourism										
Development Services	4	164	3	29	3	55	1	13	0	0

Financial Report

The Development Services budget has been impacted in December and January by vacancies in key roles across a number of program areas. New strategic planning projects are being commenced in the first quarter of 2019 which will reduce the budget variance in this area.

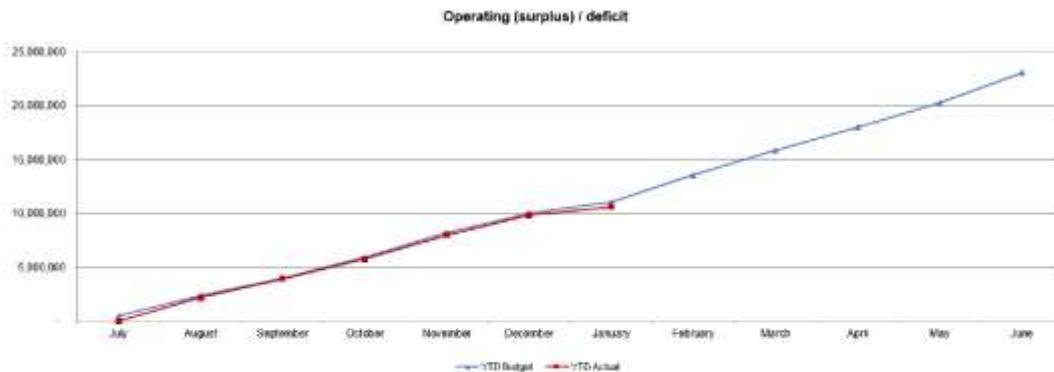
The Development Assessment program is tracking well, despite the year to date figures being slightly below forecasts. It is expected that this gap will close with additional applications anticipated before the end of the financial year. Development contributions for stormwater infrastructure have been much higher than forecast giving rise to a surplus in the Development Engineering budget.

The budget variance for Economic Development & Tourism is due to some expenditure not occurring evenly across the financial year and also additional costs associated with the operation of the Sarina Sugar Shed. The program's budget however remains on track for this financial year.

Operating Results	YTD budget	YTD actual	Variance	Status
Development Services Management	228,793	150,023	(78,770)	●
Strategic Planning	852,952	657,036	(195,916)	●
Development Assessment	(47,819)	(34,130)	13,689	●
Development Engineering	109,488	(68,080)	(177,569)	●
Economic Development & Tourism	660,277	836,793	176,516	●
Parks, Environment & Sustainability	9,237,181	9,081,181	(156,000)	●
TOTAL OPERATIONAL	11,040,872	10,622,823	(418,049)	●

Legend
● YTD Variance favourable of budget
● YTD Variance unfavourable, between 0% and 5% of YTD Budget
● YTD Variance unfavourable, more than 5% of YTD Budget

Operating Results

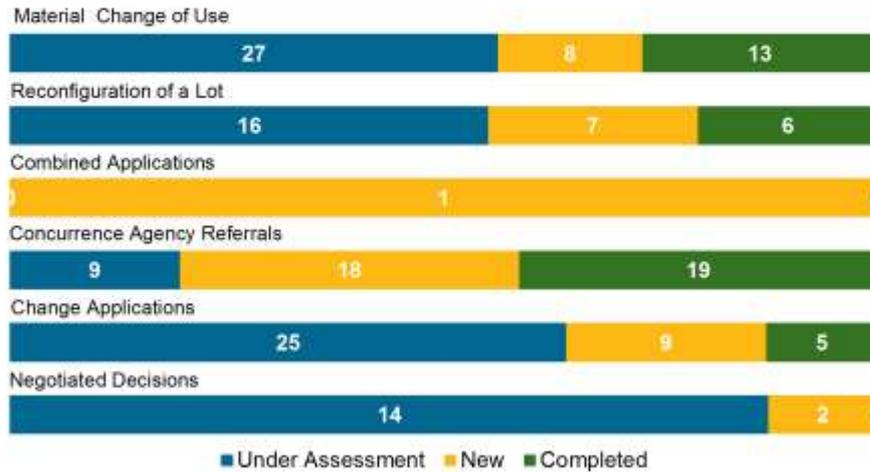


Review of Operations

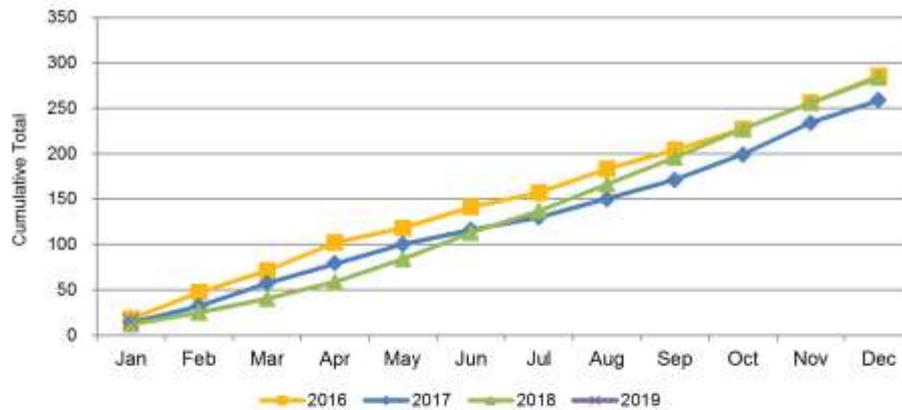
- On Track
- Potential Issue
- Definite Issue

DEVELOPMENT ASSESSMENT

Volume of Operations



Cumulative Number of Approved Development Assessment Applications

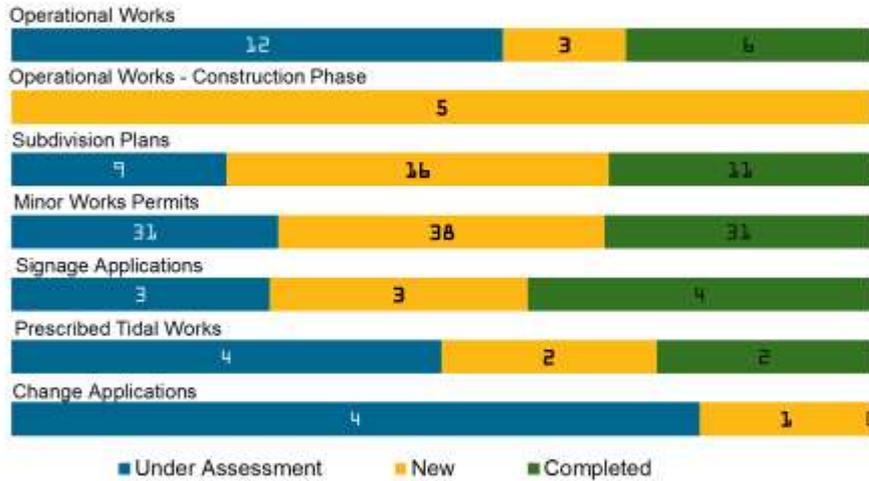


Development Assessment Performance Against Legislative Timeframes

Application	Status	% Decided
MCU Code (85% in 40 Days)	●	92% decided in 40 days.
MCU Impact (50% in 40 Days)	-	No Impact Assessable MCU applications decided in reporting period.
ROL (85% in 40 Days)	●	100% decided in 40 days.
Concurrence Agency (85% in 10 Days)	●	94% decided in 10 days.

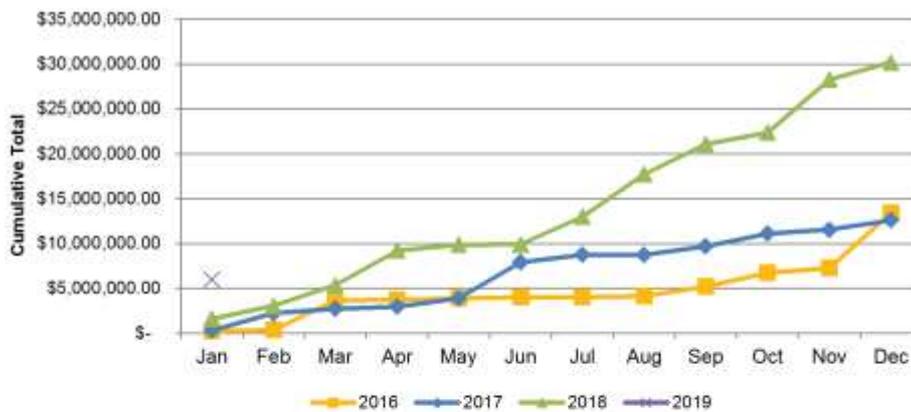
DEVELOPMENT ENGINEERING

Volume of Operations



Cumulative Value of Approved Operational Works

Six Operational Works applications were approved in December 2018 and January 2019 with a total value of works of \$1,928,759.00 for December and \$5,957,982.00 for January.



Development Engineering Performance Against Legislative Timeframes

Application	Status	% Decided
Minor Works (85% in <20 Days)	●	100% decided in 20 days.
Signage Applications (85% in <20 Days)	●	100% decided in 20 days.
Operational Works (85% in 40 Days)	●	83% decided in 40 days. OW-2018-40 was decided in 53 days as Council agreed to the applicant's request to extend the decision period.
Plan Sealing (85% decided in 20 days without action notice)	●	100% decided in 20 days without Action Notice.

STRATEGIC PLANNING

Regional and Local Area Planning		
Projects	Status	Description / Update of Project
Sarina Town Centre Revitalisation Study	●	Technical report to support the development of a business case progressing.
Mackay Region Industrial Land Provision Study	●	Long term study to consider development and infrastructure options for industry investigation precincts in the Mackay Region Planning Scheme. Study will be ongoing to 2018/19.
Mackay Waterfront Priority Development Area	●	Public notification of the proposed development scheme for the Mackay Waterfront Priority Development Area occurred from 5 November to 19 December 2018 and is now completed. Council in the process of considering the submissions received during public notification. Infrastructure and network investigation projects funded under the Queensland Government Maturing the Infrastructure Pipeline program are ongoing and the project scopes are progressively being issued. The Mackay Waterfront Masterplan continues to be progressed with a first draft on track for completion in the first quarter of 2019. The first meeting of the PDA Advisory Committee was held in December 2018 with next meeting planned for March 2019.
Mackay Region Planning Scheme Amendment	●	Consultation on the proposed amendments to the road hierarchy overlay maps (Qualified State Interest Amendment 1 of 2018) was undertaken from 8 October to 10 December 2018. Submissions are being considered and a report on proposed changes as a result of submissions and other amendments will be considered by Council in February 2019. A report to commence amendments to the planning scheme related to self-contained recreational vehicle grounds (Major Amendment 1 of 2019) will be considered by Council during February 2019.

Transport & Infrastructure Planning		
Projects	Status	Description / Update of Project
Growth Allocation Model	●	The Growth Allocation Model allocates and maps future urban growth over a 20-year projection period based on growth scenarios. The model has been updated in 2018 based on the Queensland Government Population Projections.
Mackay Region Transport Strategy	●	Project planning has commenced with project anticipated to start in early 2019.
Transport Modelling	●	Further transport modelling will be considered as part of preparing the Mackay Region Transport Strategy.
Engineering Design Guidelines Review	●	Internal discussions are occurring in relation to the update of the Engineering Design Guidelines for Stormwater and Landscaping.

Waterways		
Projects	Status	Description / Update of Project
Mackay Region Coastal and Inland Flood Hazard Adaptation Strategy (CIFHAS)	●	The current stage is near complete. Funding for the next phases (5-8) under the QCoast2100 was unsuccessful and the actions will be revised to accommodate the budget.
Mackay Floodplain Management Plan	●	Mitigation options have been identified and are being tested. A draft plan is expected in March 2019.
Bakers Creek South Mackay Stormwater Trunk Infrastructure Study	●	The study is nearing completion and expected to be finalised in the first half of 2019.
Flood Studies for Tropical Cyclone Debbie affected communities	●	Engineering consultants have now been engaged with the project commencing in February 2019.
Engineering Design Guidelines – Stormwater	●	The focus has been on stormwater quantity (lawful point of discharge legal advice) and quality (latest requirements from the State on off-site management and objectives). The Landscape Guideline is also being revised.

ECONOMIC DEVELOPMENT & TOURISM

Revitalise the City Centre		
Strategy / Project	Status	Description / Update of Project
Business Attraction	●	<p>A preliminary investigation and scoping on how the Renew Newcastle model for filling vacant spaces could be implemented in Mackay City Centre is currently being produced.</p> <p>Seven free Star Radio Promotional Car visits have been offered to City Centre Business during January and February.</p>
Marketing	●	<p>Festive Season and Summer in the City A bus advertising campaign promoting the Festive Season and Summer in the City commenced on November 19. Four full back of bus adverts promoted 'Things to do in December' and two side of bus adverts promoted 'Shop, Eat and Drink' and 'Culture, Heritage and Art'.</p> <p>Mackay City Centre Jingle and Promotional Video A promotional jingle was developed for the Mackay City Centre 'Summer in the City' and 'Summer all-year-round' campaigns which will cover the winter months. A montage video is also being produced.</p> <p>Free Santa Giftbag Mackay City Centre produced a 100 free Santa giftbags for young children which were handed out at the Twilight Christmas Market on 21 December. The giftbag included a cotton Christmas library bag, children's book <i>Piranhas Don't Eat Bananas</i> by Aaron Blabey and a playmobile toy figurine which was donated by Let the Children Play Toy Shop.</p> <p>Summer in the City Campaign Two-month radio campaign commenced in January with a competition to win a \$1,000 City Centre Shopping Voucher in both January and February. Over 400 people signed up for the month.</p> <p>New Year's Eve 'What's on Guide' A guide was produced for Mackay City Centre Pubs, Clubs and Bars.</p>

Events	●	<p>Late Night Trading An evening was planned for 14 December which coincided with the Christmas Twilight Market. Unfortunately, due to heavy rain the event was rescheduled for 21 December.</p> <p>Carols in the City A two-week program commenced on 10 December. The Chanteuse Carollers roamed the streets bringing festive cheer to shoppers and diner's in Mackay City Centre.</p> <p>New Year's Eve River Street Party and Fireworks Spectacular This event took place at Blue Water Quay with approximately 7000 attendees attending throughout the event. Hoot and Hootabelle from ABC Kids were a hit for the younger children alongside Kate Lockyer performing a variety of songs, rock band 4 Shades of Gray and a firework spectacular. The free event kicked off at 6.00pm Food vendors galore served up a host of great dishes, market stalls selling a range of gifts and toys and the dedicated kids area with free rides and face painting were a hit amongst the families. The night went with a bang with the 9pm and midnight firework displays to see in the new year.</p> <p>Mackay Laneway Project – 5th Lane A team of 14 local artists have commenced working on developing a new wall of locally created artworks that the community and visitors to Mackay will admire. The works will consist of mural painting and a form of street art called "Paste ups". The theme of this laneway is wildlife from our local region; a colourful lorikeet; a Ulysses Butterfly and possibly an eastern grey Kangaroo.</p> <p>Prior to the artists working directly on the walls of 5th Lane there is a requirement for a program of maintenance to be carried out and waste management issues resolved.</p> <p>Chinese New Year Planning is currently taking place for the activation of Wood Street for the 2019 Year of the Pig.</p>
Facade Improvement Scheme (FIS) - City Centre	●	Expressions of interest opened on 1 July 2018 and are currently being assessed as received. Four applications have been approved in 2018/19.
City Centre Digital Subscribers	●	<ul style="list-style-type: none"> • Facebook – 6,142 • Instagram – 1,252 • City Centre WiFi Sessions – 1161 users and 9414 sessions

Strong Local Businesses with a Global Reach		
Strategy / Project	Status	Description / Update of Project
International Trade Group – formerly Resource Industry Network (RIN) Export Group	●	The Greater Whitsunday Alliance Limited (GW3) has applied to the Small to Medium Enterprises (SME) Export Hubs grant program for the development of the Mackay-Isaac-Whitsunday METS Export Hub. The International Trade Group will have oversight of the project if successful. The application has progressed to the second round.
International Education and Training – Study Greater Whitsunday	●	Study Greater Whitsunday received funding from Study Queensland to undertake a branding and positioning project. The project is anticipated to commence in March 2019. The project involves completion of a branding workshop, development of key messages, completion of photography shoot in region, preparation of content for the Study Queensland website, and launch of completed branding materials.

Partnerships for Economic Development		
Strategy / Project	Status	Description / Update of Project
Implementation of the Economic Development Strategy	●	<p>Mackay Region Fishing Strategy Economic Development has commenced delivery of the action plan linked to the \$100,000 State Funding for implementation of the Mackay Region Recreational Fishing Strategy.</p> <p>The Voluntary Code of Practice for the net-free zone was launched on 30 January with over 60 people signing up to the code in the first two days. The code is designed to encourage recreational fishers to adopt sustainable and responsible fishing practices in the net free zone. The code is an initiative of the Mackay Recreational Fishers Alliance and is supported by Council and a range of stakeholders.</p> <p>Further actions have a focus on marketing and event development and attraction, including:</p> <ul style="list-style-type: none"> • The 'Hooked on Mackay Facebook Page' and website which was launched in November has attracted over 650 followers and is continuing to grow its reach. • The 'Hooked on Mackay' Fishing Shirt, designed by indigenous artist Luke Mallie, was launched in February and is currently available for purchase via Mackay Tourism. • Signage at boat ramps within the Net-free zone. • Business Case development for a new fishing event concept. <p>Draft Mountain Bike Strategy The Draft Mountain Bike Strategy has undergone minor edits to incorporate feedback presented from stakeholders and was presented for adoption at the Council meeting on 13 February 2019. The commencement of a Feasibility/Business Case to further consider the Eungella-Finch Hatton mountain bike park is now being progressed.</p>
Economic Development Strategy 2020-2025	●	The scope of the Economic Development Strategy 2020-2025 is currently being prepared in collaboration with internal stakeholders and will be released for tender in February.
Recreational Vehicle Attraction	●	The Camping Choices Regulatory Review was received in February 2018. Internal review was conducted in February and March with implementation of recommendations now being investigated. Council's Strategic Planning Program are current investigating amendments to Council's Planning Scheme.
Facilitating Development in Mackay Region Policy	●	<p>An overview of current applications under the Facilitating Development in the Mackay Region Policy is as follows:</p> <ul style="list-style-type: none"> • One stage 2 application was approved in December. • Eleven Expression of Interest applications are currently under assessment • One Stage 2 application is currently under review. • A further four applications have progressed through the Expression of Interest assessment stage; however, Stage 2 application have not yet been submitted.
Business Assistance Platform – "Business Beacon"	●	The Business Assistance Platform has been branded the "Business Beacon". The development of the website and marketing material is continuing. The project is an initiative of the region's business assistance providers and aims to promote collaboration and cross promotion of business events within the region. The platform will be officially launched in the coming months
Greater Whitsunday Food Network	●	The Christmas Twilight market was held on 21 December after being postponed the previous week due to wet weather. The first Wednesday Farmers Market for 2019 (30 January) was also cancelled due to wet weather. Economic Development continues to provide assistance to GWFN to support future skills and capability development opportunities.

Resource Centre of Excellence	●	The State Government has accepted the Business Case which was presented in October. The business case supports the State Government's \$3.6 million funding announcement for construction of the facility. A project steering committee meeting will be held with representatives from the State Government and Council in February. Council continues to engage with Resource Industry Network and stakeholders regarding design requirements for the centre.
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Working to Support Local Business		
Strategy / Project	Status	Description / Update of Project
Mackay Events & Conference Attraction Program	●	<p>Events / conferences held in December/January Three events / conferences were held:</p> <ul style="list-style-type: none"> • Queensland Cricket U13 & U14 Male State Championships (Nth Qld Region – Games 2 & 3) • Bulls Masters Youth Cup • Women's Big Bash League <p>Events / conferences approved in December/January Five new events / conferences were approved through the program:</p> <ul style="list-style-type: none"> • Whitsunday STEM Challenge - Human Powered Vehicle 18 Hour Race • Etnies Rumble on the Reef 2019 and 2020 • Zach Mach Adventure Challenge • Mackay Marina Run • Women's Big Bash League - Forms part of the 18/19 Harrup Park Partnership Agreement <p>Mackay Region Events Strategy The scope of the Mackay Region Events Strategy is currently being prepared in collaboration with internal stakeholders and will be released for tender in February.</p>
Mackay Pride Facade Improvement Scheme - Expressions of Interest	●	Expressions of interest opened on 1 July 2019 and are currently being assessed as received. Two applications have been approved in 18/19.

Attracting & Keeping Young People in the Region		
Strategy / Project	Status	Description / Update of Project
Support and incubate to foster creativity & commercialise ideas and start ups	●	<p>Split Spaces Mackay Economic Development will continue to engage with Split Spaces to discuss future partnership opportunities as requested.</p> <p>Startup Mackay Economic Development will continue to engage with Startup Mackay to discuss future partnership opportunities as requested.</p>

 Mackay REGIONAL COUNCIL Development Services Monthly Review December 2018 & January 2019

Place Management of Suburbs & Localities		
Strategy / Project	Status	Description / Update of Project
Placemaking	●	<p>The Activate My Place (AMP) grants program offers grants to individuals and/or organisations to deliver projects that enhance the amenity, activity and appearance of a place or locality. The four successful funding recipients from Round 1 of the program received approval in May 2018.</p> <p>Economic Development continues to work with these successful applicants to progress their projects and assist where required. The first successful project under the program, River Beats, which commenced in September at the Twilight Markets. Another successful application, the installation of murals and artwork in Fifth Lane, Mackay is expected to commence in February.</p> <p>The implementation of further funding rounds of Activate My Place is currently being investigated.</p>

Sarina Sugar Shed					
Strategy / Project	Status	Description / Update of Project			
		Item	Dec/Jan	YTD	Annual Target
Business Operations (excluding accruals)	●	Visitation	1461	7841	10,000
		Item	Dec/Jan	YTD	Annual Budget
	●	Ticket Sales	\$17,905	\$122,736	\$160,000
	●	Retail Sales	\$58,512	\$228,882	\$289,000
	●	Total Income (incl. Tickets income)	\$76,418	\$351,618	\$449,000
	●	Total Expenses	\$102,655	\$465,478	\$785,265

Economic Indicators (Quarterly)

Indicator	Sep 18	Jun 18	Mar 18	Dec 17	Sep 17	Jun 17	Mar 17
Employment							
Unemployment rate	3.7%	3.8%	4.3%	5%	5.6%	6%	6.3%
Employed persons	66,678	65,790	65,359	64,288	63,020	61,894	60,951
Real Estate							
Median house sale	\$340,000	\$342,000	\$340,000	\$330,000	\$307,250	\$335,000	\$295,000
Res vacancy rate	0.9%	1.9%	3.6%	3%	2.8%	4.5%	6.4%
Residential Lot Supply							
Lots Approved	297	128	27	51	75	7	42
Lots Registered	52	74	46	27	34	43	25

**Data relates to the Mackay Local Government Area and is updated on a quarterly basis as it is received by Council. There is often a 3-6 month lag from the receipt of data for a previous quarter.*

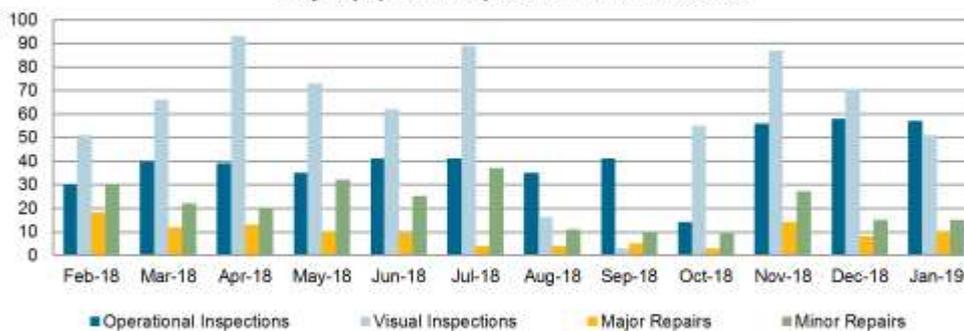
Mackay REGIONAL COUNCIL Development Services Monthly Review December 2018 & January 2019

e-Statistics

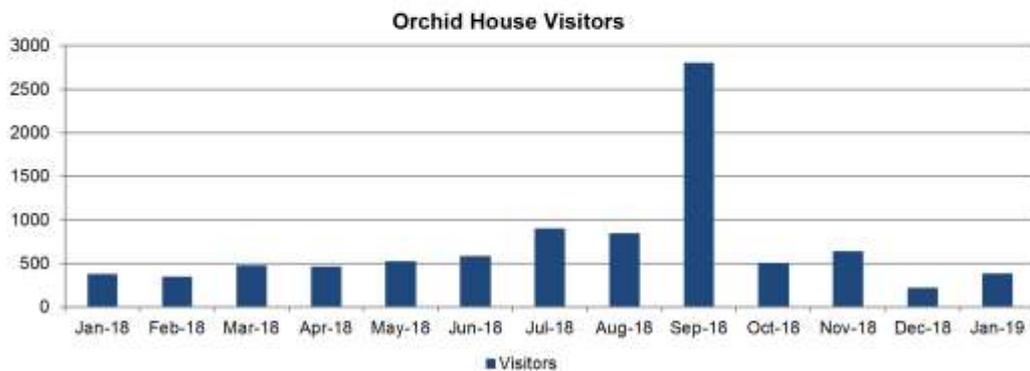
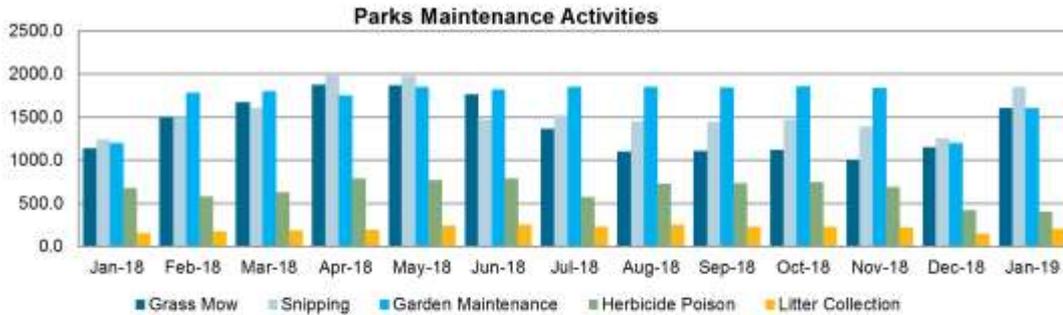
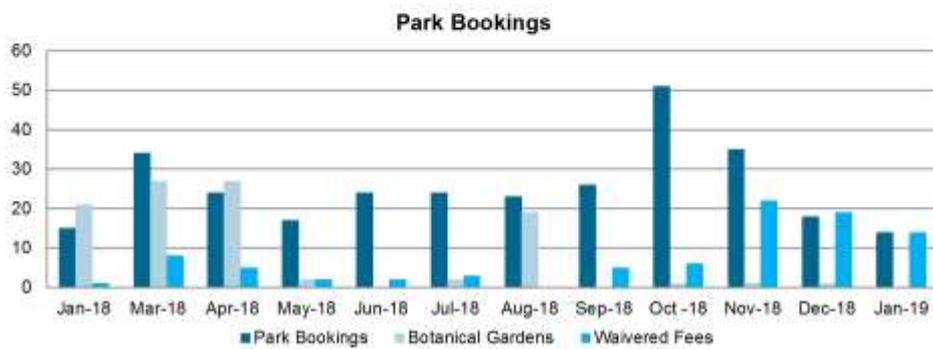
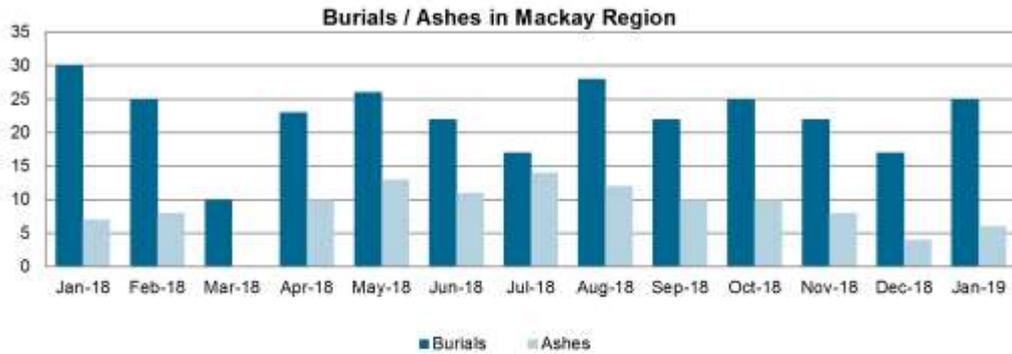
Subscribers	January	December	November	October	September	August	July
City Centre Business Network	1040	1040	1010	1,009	987	992	984
Regional Focus Business Network	145	145	148	148	148	148	148
Sarina Businesses Network	170	171	172	172	172	172	172
Evans Avenue Network	62	62	64	64	64	64	64
City Centre Community Subscribers	4,024	-	-	4,291	3,977	3,977	3,904
Mackay Region Joblink Analytic Report	599 Users 3065 Views	594 Users 1100 Views	538 Users 1,884 Views	538 users 2,053 views	532 Users 1633 Views	522 Users 1659 Views	519 Users 1271 Views
Sarina Field of Dreams Usage WiFi	93 Users 572 Sessions	67 Users 529 Sessions	100 Users 1,078 Sessions	116 users 1,718 Sessions	125 users 1664 Sessions	161 users 1242 Sessions	-
Hooked on Mackay Facebook	701 likes	503 likes	-	-	-	-	-
Net Free Zone Voluntary Code	60 subscribers	-	-	-	-	-	-

PARKS, ENVIRONMENT & SUSTAINABILITY

Play Equipment Inspection and Maintenance



Mackay REGIONAL COUNCIL Development Services Monthly Review December 2018 & January 2019

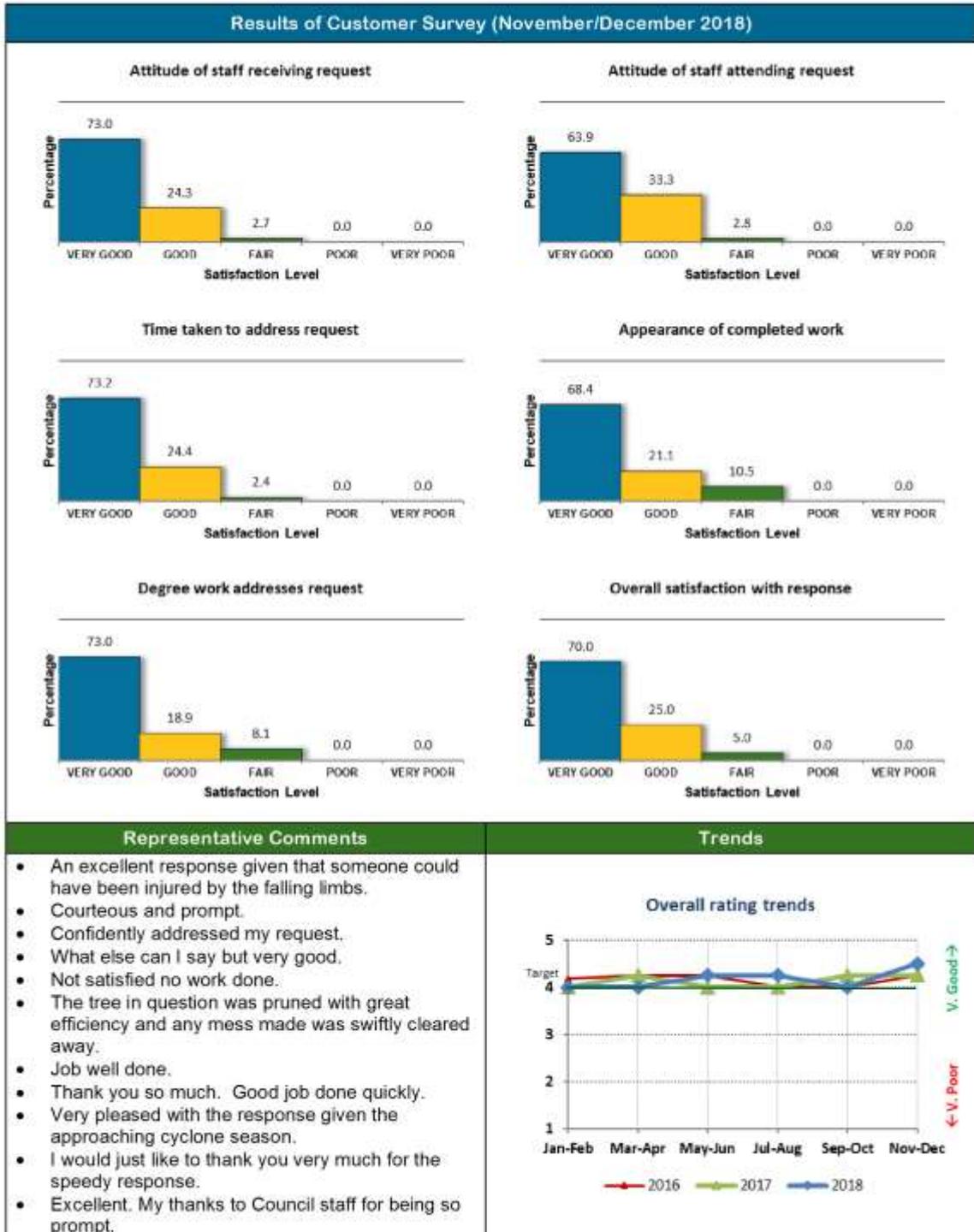


Natural Environment Projects		
Project	Status	Description / Update of Project
Sustainability and Environment Advisory Committee (SEAC)	●	The first meeting of the new SEAC was held in December.
Healthy Rivers to Reef Partnership	●	Staff attended a field trip and meeting with the Traditional Owners Reference Group organised by the Healthy Rivers to Reef Partnership.
National Tree Day	●	Plans are underway to make the next National Tree Day the biggest and best event ever.
Workshops and Conferences	●	Staff attended a meeting of the Reef Urban Stormwater Management Group and the International Fish Passage Conference.
Grant applications	●	Council is leading two grant applications for the Transform Innovation Grants. One relates to integrated waterway and natural floodplain management through the development of a predictive modelling program, and the other relates to monitoring and assessing Water Sensitive Urban Design devices across six reef catchment regions. Council is also supporting Reef Catchments' application for a regional coordinator to work with local voluntary citizen science groups within the region.
Marine debris	●	Council partnered with Reef Catchment and the Cleanwater group to find out what type of litter is entering our waterways by analysing the debris collected in the litter traps in Mackay's CBD.

Capital Works Projects		
Project	Status	Description / Update of Project
Barbeque and Furniture Replacement	●	Project to replace two older barbeques at Shoal Point and one at Campwin Beach is now complete. Two additional Barbeques have been ordered to replace aged units at Bucasia Esplanade as the final stage of this project.
Blacks Beach Park Swing	●	Replacement of the popular double swing and associated soft fall area, which was removed due to age and deterioration, has been completed.
George Moore Park play equipment replacement.	●	Replacement of the aged play combo has commenced. Signage at the park and a letter drop of the surrounding streets has been completed. Additional works involving installation of a drinking fountain, seating and planting of additional shade trees has been completed. Installation of the play combo is programmed to commence on Monday eleventh of February, weather permitting.
Apex Park Dog Park Sarina	●	Planning and procurement of materials and contractors has been completed. Project will deliver a fenced area, drinking fountain, plastic bag dispensers and bin for disposal. Onsite works to commence on Monday, 11 February.

Botanic Gardens Projects		
Project	Status	Description / Update of Project
Carpark Upgrades	●	Meadowlands pathway complete. Cremorne upgrades planned to commence February 2019.
Shade Sail Replacement	●	Shade sails delivered and installed. Project completed.
Signage Upgrades	●	Design manual nearing completion. Aurecon on site completing Geotech prior to installation of wharf logs.

Requests for Maintenance Work



UPCOMING EVENTS

Date	Event	Location
2 March 2019	NRL Trial Match – Cowboys Vs Storm	BB Print Stadium
3 March 2019	AFL GC Suns Men's JLT Series Game	Harrup Park
2 June 2019	Mackay Marina Run	Mackay Marina
8 June 2019	Whitsunday STEM Challenge	Palmyra Dragway
28 June 2019	2019 Mountain Bike Australia XCO (Cross Country) National Cup Round and UCI Class 2 (C2) Event	Rowallan Park
29 June 2019	Riversessions Festival	TBA



Engineering and Commercial Infrastructure - Transport & Drainage Monthly Review

December 2018/January 2019

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OVERVIEW

This report is for Transport and Drainage activities during the period 1 December 2018 - 31 January 2019. Significant items in this period include:

- The wet weather has impacted the Roads and Drainage Works Programs/productivity, particularly the Unsealed Road Network and has resulted in damage across the Region. However, in general terms, our local road network has fared reasonably well with the exception of the Upper Pioneer Valley, Eungella and northern areas where the highest rainfalls were received. Damage assessments will be undertaken when flood water levels recede sufficiently.
- We have been working very closely with Transport & Main Roads (TMR) and RoadTek on prioritising repairs and making safe the heavier trafficked TMR roads which have been severely impacted in some localities.
- The transition to the Assetic Maintenance Management System (MMS) Project is progressing well. Some team members within the Road Maintenance Crew are trialling Samsung tablets to deliver road patch repairs for Water Networks. A workshop with Assetic is scheduled for February 2019 to review and confirm management strategies in line with the critical path to go live in July 2019.
- The construction of the Midge Point Geobag Wall will be completed in early February 2019 after some weather delays in late January 2019. The revegetation and fencing will be undertaken in February 2019 and March 2019.
- The Midge Point Sand Nourishment Project will commence in early February 2019 and should be completed within thirteen weeks. The works will start at the northern end adjacent to the completed geobag wall.
- The Lamberts Beach Sand Nourishment will commence in early February 2019 with a sixteen-week construction program. The revegetation and fencing will be undertaken from March 2019 to May 2019 as each section of the sand nourishment is completed.

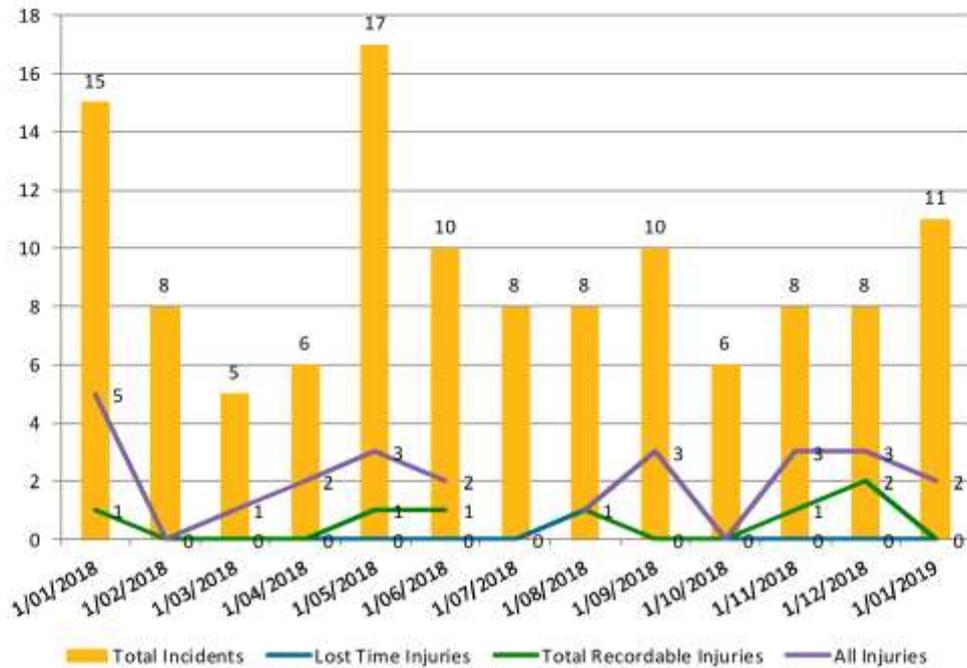


Director Engineering & Commercial Infrastructure

SAFETY

1.1. Incidents and Injuries

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

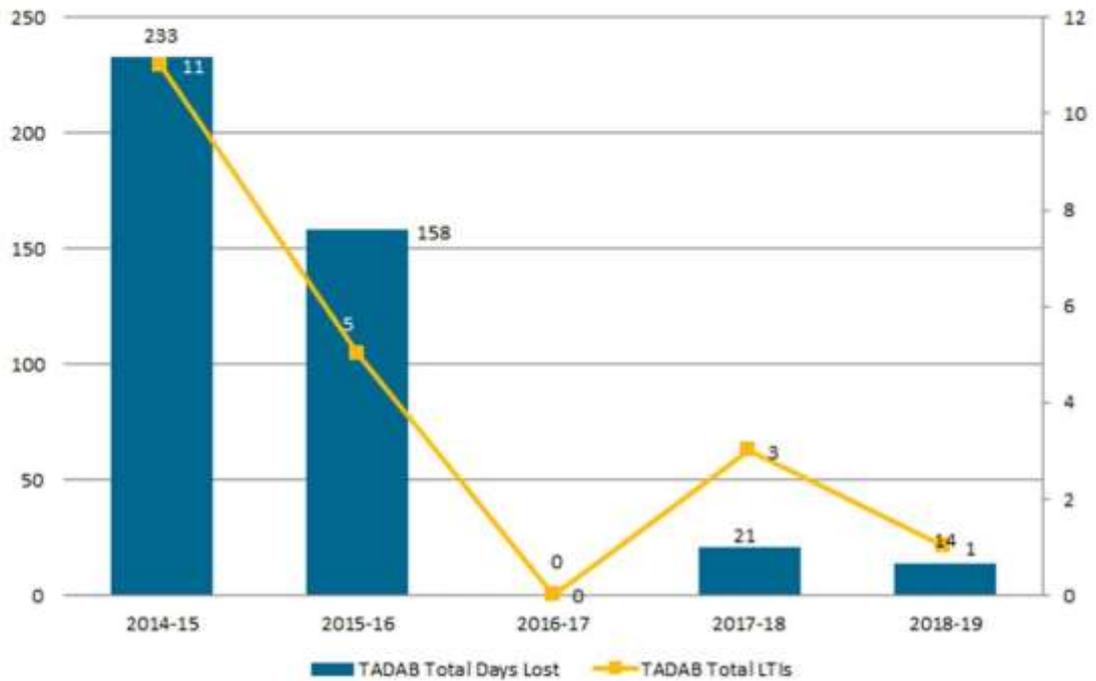


December 2018/January 2019 Summary:

No. of Incidents	Mechanism of injury	Injury Type
11	Vehicle Incidents	Asset Damage
3	Being Hit by Moving Objects	Asset Damage
1	Being Hit by Moving Objects	First Aid Injury
1	Hitting Objects with a Part of the Body	First Aid Injury
1	Hitting Objects with a Part of the Body	Non-Treatment Injury
1	Muscular Stress	Medical Treatment Injury
1	Bite/Sting	Medical Treatment Injury

1.2. Lost Time Injuries & Days Lost

Transport and Drainage 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



December 2018/January 2019 Summary:

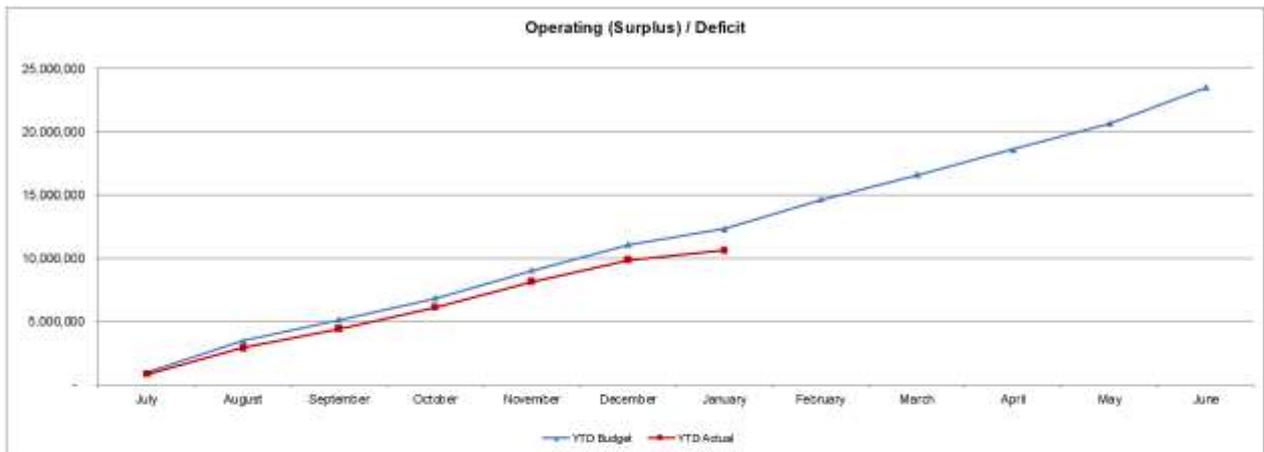
11 incidents were reported during the December 2018/January 2019 period. For the 2018/2019 year to date, there has been one (1) Lost Time Injury.

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
Civil Operations	8	214	3	130			3	21	1	14
Transport & Infrastructure Projects	3	19	1	11						
Technical Services			1	17						
Transport & Drainage	11	233	5	158			3	21	1	14

FINANCE

2.1. Operational Financial Report - 1 July 2018 - 31 January 2019

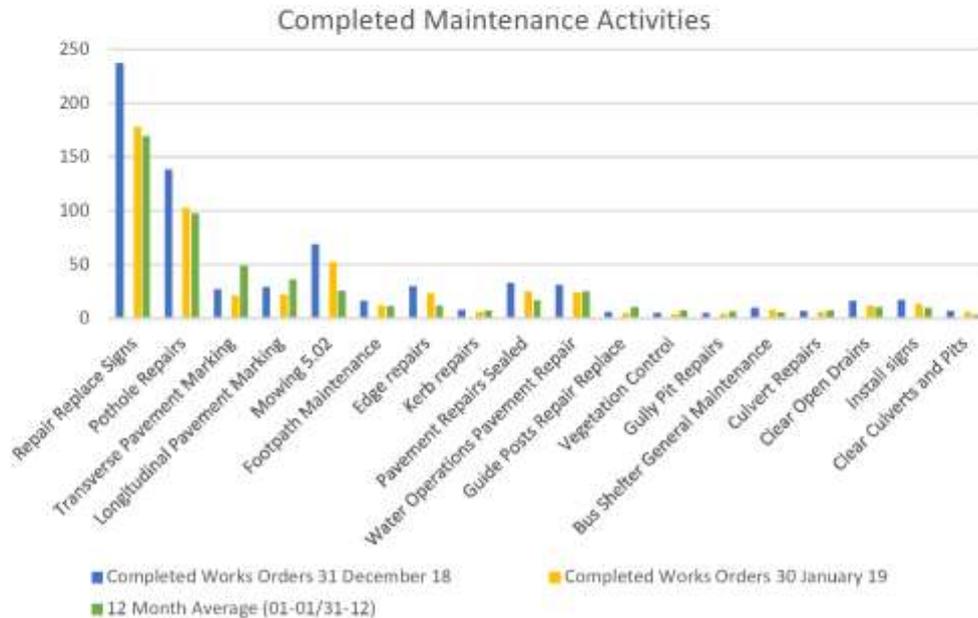
Financial Performance Report		Engineering			% YTD Variance of YTD Budget	
Period Covered: 1 July 2018 to 31 January 2019						
	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Comments	
5.01 - Engineering Management	(516,900)	(824,727)	(835,644)	(10,917)	Mainly timing difference in Wages & Plant Hire.	
5.02 - Civil Operations	18,646,200	10,932,114	9,299,675	(1,632,439)	Wages (\$763K) less than budget to be offset by over expense against NDRRA & W4Q2. Internal Plant Hire (\$908K) less than budget to be offset by over expenses against NDRRA & W4Q2. Quarry unwinding discounted finance cost not budgeted for \$47K.	
5.03 - Technical Services	5,515,034	2,254,620	2,172,917	(81,703)	Income (\$13K) more than budget. Savings against Wages (\$97K). \$40K Environmental Offset McEwens Beach Drain not budgeted for.	
Operating (surplus) / deficit	23,544,334	12,362,007	10,636,947	(1,725,060)		



MAINTENANCE ACTIVITIES

3.1 Road and Drainage Maintenance Activities

The following chart details maintenance activities completed during the period as recorded in our Maintenance Management System, DeltaS, in comparison with the monthly average.



In late November 2018/early December 2018, Civil Operations Teams responded to bush fires across the Region with a significant effort provided in the Eungella/Finch Hatton area providing first response assistance to Queensland Fire & Emergency Services (QFES).

A Civil Operations Team of 20 personnel, based at Paget Depot, worked through the Christmas close-down from 21 December 2018 to 7 January 2019 continuing essential services and responding to Customer Requests. Open drainage maintenance and mowing and street sweeping were assigned the highest priorities. Fortunately, minimal rain was received during the period.

Personnel returned to work at varying times throughout January 2019 with all teams now at full resource levels addressing any backlog of Customer Requests and defects identified from our regular road and footpath inspections.

The wet weather has impacted productivity, particularly on the Unsealed Road Network and has resulted in road damage and the opening and closure of many roads across the Region. However, in general terms, our local road network has fared reasonably well with the exception of the Upper Pioneer Valley, Eungella and northern areas where the highest rainfall was received. We have been working very closely with TMR and RoadTek on prioritising repairs and making safe the heavier trafficked TMR roads which have been severely impacted in some localities.

3.2 Unsealed Road Maintenance Activities



The six grader crews continue to focus on maintenance grading of the Unsealed Road Network in conjunction with the NDRRA Grading and Graveling Restoration Works. A contract grader has continued to focus on finishing the NDRRA works in the northern and southern areas. However, the rainfall received both before and after Christmas has significantly impacted the Works Program and completed works across all areas.

3.3 Open Drainage Maintenance

The bank stabilisation works of the Chain Street Drain, upstream of Endeavour Street, was completed in December 2018 and performed well during the wet weather with only minor scouring occurring.

Crews worked through the Christmas close-down period to continue drain vegetation maintenance works. The wet weather received during the 2-month period has significantly impacted the Works Program and outcomes.



3.4 Bridge Management

Minor maintenance works have been undertaken in the period, in particular, in response to the rainfall and resulting runoff. We are awaiting the rainfall to reduce and flood waters to recede to assess the impacts of the creek flows on the bridges and major drainage structures.

The consultant's report on investigation of options to rehabilitate/replace Caping Road Bridge over the O'Connell River, including hydrology and level of immunity, has been reviewed and Council has been consulted on the way forward. The impacts of the major flood flows in the O'Connell River are yet to be revealed with metres of water still over the bridge.

3.5 Cyclone Debbie – REPA Repairs and Category D Betterment/Beach Restoration

Road Works (Category B & D)

Repairs to landslips on Chelmans Road and Dalrymple Road were to commence in mid-January 2019 but have been delayed because of the wet weather and the recent landslip at the Eungella end of the Dalrymple Road. Temporary works on the new landslip are in progress which will allow the Chelmans Road Project to start in late February 2019.

The grading and gravelling of the damaged sections of the Unsealed Road Network are continuing with approximately 85% of the works completed at the end of January 2019. These works are being undertaken in conjunction with normal maintenance and Works for Queensland works. Other restoration works are progressing. The heavy rain and flooding associated with the monsoon trough has damaged unsealed roads especially in the northern areas. This restoration work will be covered by new funding under the Commonwealth/State Disaster Restoration Funding Arrangement (DRFA) which replaced NDRRA for events after July 2018.

The construction of the Clews Road Floodway has been halted due to high creek flows. It is hoped to recommence work in late February 2019. The associated fish ladder will be built in April 2019 when the creek flows are low.

The sealing of the Graham Road Culvert approaches and the southern approach on Sievers Road have been completed. This completes the three Betterment Projects.

Beach Restoration (Category D & Resilience)

The construction of the Midge Point Geobag Wall will be completed in early February 2019 after some weather delays in late January 2019. The revegetation and fencing will be undertaken in February 2019 and March 2019.

The Midge Point Sand Nourishment Project will commence in early February 2019 and should be completed within thirteen weeks. The works will start at the northern end adjacent to the completed geobag wall.

The Lamberts Beach Sand Nourishment will commence in early February 2019 with a sixteen-week construction program. The revegetation and fencing will be undertaken from March 2019 to May 2019 as each section of the sand nourishment is completed.

4.1 Requests for Maintenance Work



PROJECTS

5.1 Significant Projects

Significant Projects are assessed considering the Project Cost, the Project Risk and/or Community Interest. The following information was current as of 26 November 2018.

Council Project Management Phases	Indicators						
<ol style="list-style-type: none"> 1. Planning (Plan) 2. Design (Des) 3. Procurement (Proc) 4. Construction (Con) 	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30px; height: 15px; background-color: #90ee90; border: 1px solid black;"></td> <td>On Track</td> </tr> <tr> <td style="width: 30px; height: 15px; background-color: #ffcc00; border: 1px solid black;"></td> <td>Potential Issue</td> </tr> <tr> <td style="width: 30px; height: 15px; background-color: #ff0000; border: 1px solid black;"></td> <td>Definite Issue</td> </tr> </table>		On Track		Potential Issue		Definite Issue
	On Track						
	Potential Issue						
	Definite Issue						

PROJECT	PHASE	PHASE % COMPLETE	INDICATORS	ORIGINAL BUDGET DETAILS	COMMENTS
Land Acquisition and Drain Construction Ferris Gully	Con	92%	Schedule	Scheduled Completion Date: January 2019 Original Budget: \$6.7M (over multiple years)	Majority of landscaping now completed with laying of turf in progress. Project completion expected end February 2019.
			Budget		
			Other Issues/ Risk		
Casey Avenue Upgrade –	Con	93%	Schedule	Scheduled Completion Date: Dec 2018 Original Budget: \$1,700,000	Stage 1 (Bridge Road to Leisure Street), Stage 2 (Leisure Street to old airport) and Stage 3 (roundabout works) are substantially complete.
			Budget		
			Other Issues/ Risk		
Fourways Drainage	Design	100%	Schedule	Scheduled Completion Date: March 2019 Original Budget: \$2.48M Amended Budget: \$2.48M	Project deferred and not proceeding in 2018/2019 financial year.
			Budget		
			Other Issues/ Risk		
Cod Hole	Con	98%	Schedule	Scheduled Completion Date:	Construction complete. Finalisation activities to be completed.
			Budget		



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PROJECT	PHASE	PHASE % COMPLETE	INDICATORS	ORIGINAL BUDGET DETAILS	COMMENTS
			Other Issues/ Risk	November 2018 Original Budget \$3.2M Amended Budget \$3.2M	



Engineering and Commercial Infrastructure - Water Services

Monthly Review

December 2018 – January 2019

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OVERVIEW

This report is for Water Services activities for December 2018 and January 2019. Significant items in this period include:

- There were four incidents involving asset damage to vehicles during December 2018 and January 2019 and the Management Team continue to reinforce the correct process to be undertaken when reversing vehicles; i.e. use of a spotter or walking around the vehicle before reversing.
- Representatives from Mackay Regional Council attended the Water Services Association of Australia (WSAA) Opex Benchmarking Workshop. Council picked up the Highly Organised Award for the Best First Round Data Submission to Questions and Reviews.
- Mirani Weir, Marian Weir, Dumbleton Weir, Teemburra Dam and Middle Creek Dam are all at or above 100% capacity due to recent rainfall events.
- Decreases were reported both in new leaks identified and the number of meters with leaks across residential and non-residential customers for January 2019.
- Mackay Regional Council has received official notification from the National Association of Testing Authority (NATA) that accreditation of our laboratory facility has been continued.

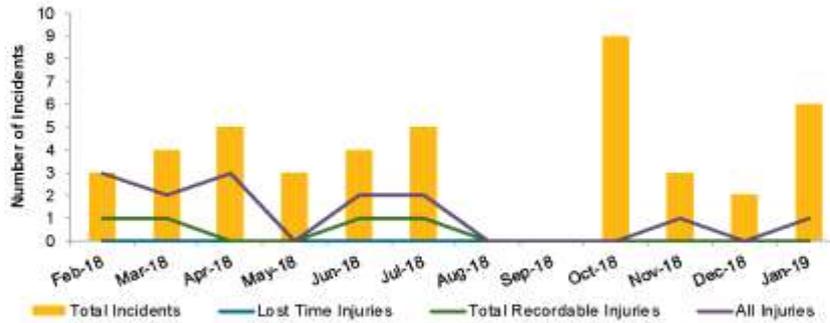


Director Engineering & Commercial Infrastructure

SAFETY

1.1. Incident Statistics

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



December 2018 and January 2019 Summary:

No of Incidents	Mechanism of injury	Injury Type
4	Vehicle	Asset Damage
1	Wasp sting	First Aid injury
1	Fall on same level	First Aid injury
1	Single exposure to chemical or substance	Near Miss
1	Being hit by falling object	Near Miss

1.2. Lost Time Injuries

Water Services 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.





Engineering & Commercial Infrastructure
Monthly Review > December 2018 and January 2019

December 2018 and January 2019 Summary:

No Lost Time Injuries were sustained during the period December 2018/January 2019. The table below shows the Lost Time Injuries over previous years.

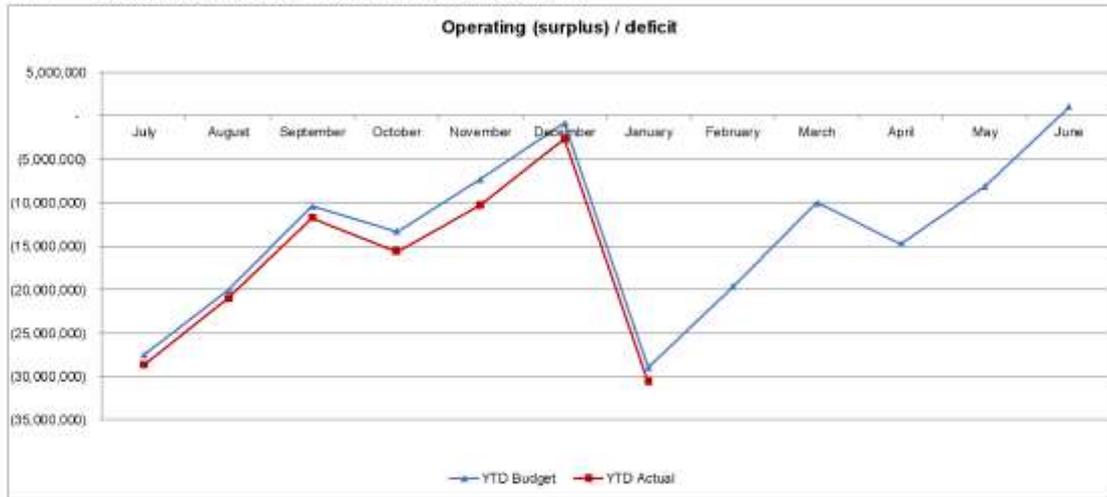
Department	2014-15		2015-16		2016-17		2017-18		2018-19	
	LTI	Days Lost								
Administration										
Business Services										
Planning & Sustainability										
Water Network	3	71	0	0	1	13	2	35	0	0
Water Treatment										
Infrastructure Delivery							1	27		
Water Services	3	71	0	0	1	13	3	62	0	0

FINANCE

2.1. Water and Wastewater Financial Fund Report

Financial Performance Report		Commercial Infrastructure				% YTD Variance of YTD Budget
Period Covered: 1 July 2018 to 31 January 2019						<div style="display: flex; justify-content: space-between; font-size: 8px;"> YTD Variance favourable of budget YTD Variance unfavourable, between 0% and 5% of YTD Budget YTD Variance unfavourable, more than 5% of YTD Budget </div>
	Revised Budget	YTD Budget	YTD Actual	YTD Variance	Comments	
Water Fund						
6.01 - Commercial Infrastructure Management	(41,431,410)	(30,614,561)	(31,582,645)	(968,084)	Revenue over budget \$964,900. Rates Revenue under \$54,900 - Timing of Rate Rebate. Water Usage Revenue over Budget \$880,400. Expenses under budget \$3,200 mainly in Consultants & Services.	
6.02 - Planning & Sustainability	612,485	476,519	504,085	25,566	Revenue over budget \$9,400 - QWRAP Funding. Expenses over Budget \$35,00. Wages under Budget \$5,500 and M&S over budget \$49,800. Mainly timing differences for Contractors & Consultants & Services.	
6.04 - Water Networks	6,337,719	3,650,172	3,649,536	(636)	Revenue under Budget \$10,200 from recoverable works income. Expenses under Budget \$10,900 mainly from Wages.	
6.06 - Business Services	28,698,396	16,356,831	16,161,050	(195,781)	Revenue over budget \$240,300 mainly from Mi Water Revenue. Expenses over budget \$44,600 mainly from M&S.	
6.07 - Water Treatment	5,180,687	2,978,679	2,868,058	(111,621)	Revenue under budget \$1,700. Expenses under budget \$113,300 mainly from Wages.	
Total Water Fund	(402,123)	(7,149,360)	(8,399,916)	(1,250,556)		
Sewerage Fund						
6.01 - Commercial Infrastructure Management	(43,761,698)	(45,973,497)	(45,799,733)	173,763	Revenue under budget \$198,400. Rates Revenue under budget \$193,600 State Rebates reimburse under by \$106,400 due to timing difference. Expenses under budget \$24,700 mainly from Consultants & Services.	
6.02 - Planning & Sustainability	962,035	507,840	478,046	(29,794)	Expenses under budget \$29,800. Wages under budget \$2,500 & M&S under budget by \$27,300.	
6.04 - Water Networks	5,658,158	3,223,210	2,941,057	(282,153)	Revenue over budget \$105,300 mainly from Recoverable works income. Expenses under budget \$176,800. Wages under budget \$77,500 & M&S under budget by \$99,300.	
6.06 - Business Services	32,195,160	18,377,047	18,205,480	(171,567)	Revenue over budget \$95,200. TW income over budget \$24,300. Plumbing Charges over budget \$65,600. Expenses under budget \$76,700 mainly from Wages.	
6.07 - Water Treatment	6,414,112	2,142,513	1,988,110	(154,403)	Revenue over budget \$90,900 mainly from Recoverable Works. Expenses under budget \$63,600 mainly from Wages.	
Total Sewerage Fund	1,467,765	(21,722,887)	(22,187,040)	(464,154)		
Operating (surplus) / deficit	1,065,642	(28,872,247)	(30,586,957)	(1,714,710)		

2.2. Operating Result for Water and Sewerage Fund



CUSTOMER SERVICES

3.1. Requests

This chart details the customer requests received and recorded via pathways that relate to the Water Business. The target is to have 90% of all customer requests closed at any one point in time.

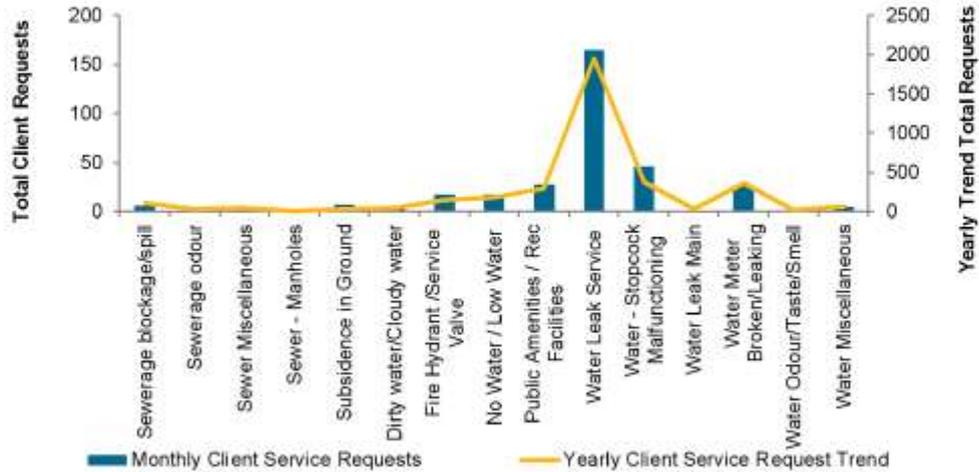


January 2019 Summary:

330 requests were received for the period. 99% of Customer Requests were completed within the specified timeframes which is above target.

3.2. Request Types

The following chart displays a summary of the customer request types received for the month.

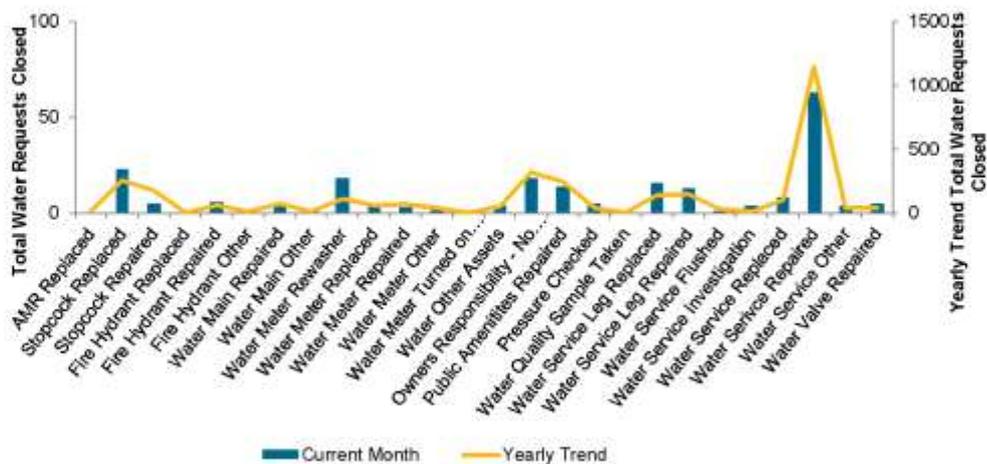


January 2019 Summary:

The number of requests received for the January 2019 period was 330 with most of the requests being for Water Leak Services; i.e. 165 requests.

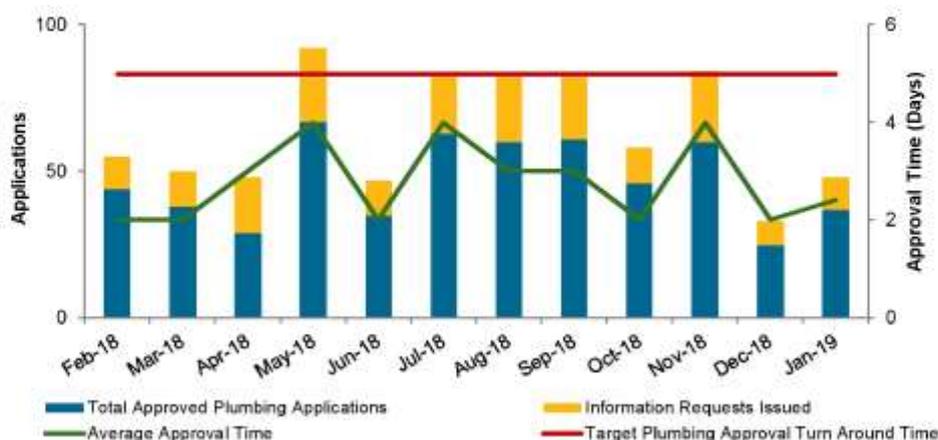
When a customer lodges a request via the Call Centre, it is sometimes not reflective of the actual problem. Therefore, the following graph shows the actual work undertaken and completed. The numbers of Customer Requests will not always match the number of actions undertaken mainly due to multiple customers reporting the one issue and the timing of completed work (i.e. a request received at the end of one month being actioned at the start of the next month).

As the majority of Customer Requests are water related, the following graph is a breakdown of the action type for the current period based on the Customer Requests above, along with the yearly trend for Water.



3.3. Plumbing Applications

In accordance with the *Plumbing and Drainage Act*, a plumbing application is required for all new or modifications to plumbing installations. A plumbing application must be lodged to Local Government. Water Services has a regulatory time frame of 20 business days to assess a plumbing application. An internal target of five business days has been set for all residential plumbing applications.



January 2019 Summary:

The number of Plumbing Applications approved increased from 25 in December 2018 to 37 in January 2019. The Approval Turnaround Time remains at two days which is inside the five-day target.

3.4. Trade Waste Approvals

There is an ongoing program for undertaking trade waste assessment and licensing applicable businesses that discharge trade waste. As part of the trade waste assessment process a temporary Trade Waste Approval is established while the formal approval process is undertaken. The table below summarises the number of Trade Waste Approvals for the Mackay region.

	Total Approved Businesses	Temporary Approvals in Place	New Approved Businesses for the Month
Mackay South	783	31	6
Mackay North	72	2	0
Sarina	54	1	0
Mirani/Marian	31	4	0
Total	940	38	6

January 2019 Summary:

Six new Trade Waste Approvals were provided to businesses during January 2019. These businesses were in the following categories: one for a change of ownership and three new businesses, two existing businesses with Trade Waste requirements completed.

3.5. Annual Trade Waste Activity

Annual targets are set for the Trade Waste team with respect to licensing trade waste businesses. The target has been set at 250 for new licensed businesses and audits completed by June 2019. The following chart shows the actual approvals, temporary approvals and audits achieved and the number of the target remaining.



January 2019 Summary:

Six Approvals were issued, and 10 Audits were conducted during this period.

3.6. Building Over Adjacent Sewers

Building Over Adjacent Sewer (BOAS) applications are lodged where the construction of a structure is proposed within close proximity of a sewer main. The application is assessed against Queensland Development Code Mandatory Part 1.4 with council reviewing applications that do not comply with acceptable solutions identified in the code. Building over sewer applications are assessed within a target timeframe of 20 business days.

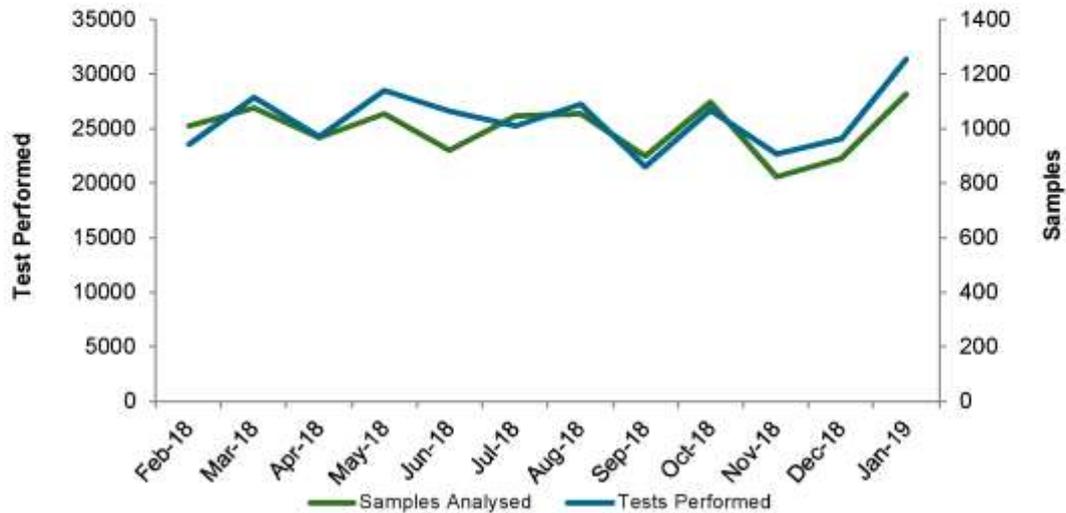
Building Over Adjacent Sewers Applications			
Month	Number	Month	Number
December 2017	3	July 2018	0
January 2018	0	August 2018	0
February 2018	0	September 2018	0
March 2018	1	October 2018	1
April 2018	0	November 2018	0
May 2018	1	December 2018	2
June 2018	1	January 2019	0

January 2019 Summary:

No BOAS referrals were received during January 2019. Plumbing Inspectors continue to handle enquiries and provide information on infrastructure locations and general information regarding the Queensland Development Code.

3.7. Scientific and Analytical Services

Scientific and Analytical Services provides laboratory analysis in accordance with National Association of Testing Authorities (NATA) Standards to both Mackay Regional Council and external customers. A summary of the laboratory activities is detailed below.



January 2019 Summary:

The number of sample batches registered, and the number of samples tested increased to 1,100 and 500, respectively. The total number of tests performed has increased significantly to 31,000 for the month. During January the laboratory completed all scheduled Potable Water and Waste Water testing and sampling as per monitoring programs for Mackay and Isaac Regional Councils. The laboratory also undertook additional Mackay Water Recycling Project (MWRP), Receiving Environment Monitoring Program (REMP) and Waste Services Quarterly sampling. Several rain events were triggered for REMP, MWRP and Hogans Pocket increasing the demand on the laboratory services. The optimising and commissioning of the new Eton Softening Treatment Plant and the testing of associated reticulation also contributed to the increase in the testing undertaken by the laboratory. On 22 January 2019 the laboratory received official notification from the National Association of Testing Authority (NATA) that accreditation of our facility has been continued. Our current scope of accreditation, dated 16 January 2019, is available on the NATA website.

3.8. Community Engagement

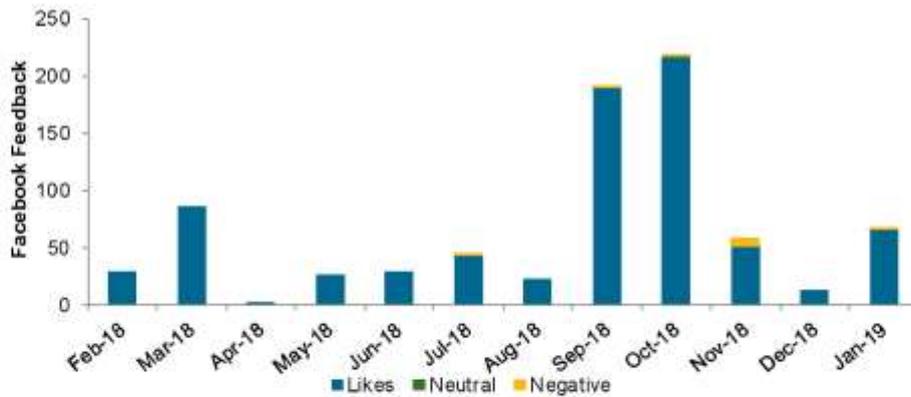
Water Services engagement with the community on the services provided is monitored. The following chart shows the number of media releases, media updates and the number of people that were reached by the Media Releases on Facebook.



January 2019 Summary:

There were no media releases or updates in January.

The following chart shows the number of likes and positive comments, the number of neutral comments and the number of negative comments received on Facebook from Media Releases and Media updates for Water Services.



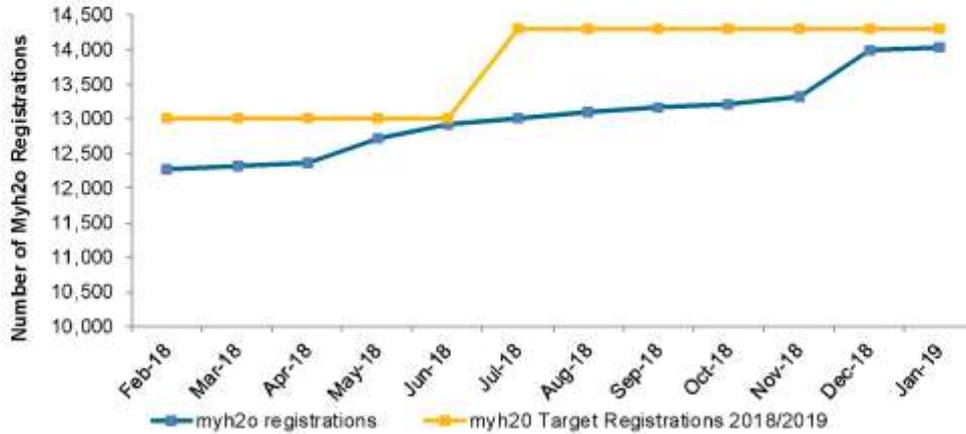
January 2019 Summary:

Facebook Likes	
38 for the post "Fill your water bottle at one of council's six new water refill stations."	14 for the post "Eton Water Update > Commissioning of the new water treatment plant."
One for the post "If you're keen to build a pool or a shed in your backyard make sure you contact council first to find your property's drainage and sewerage pipes."	13 for the post "Tap water the best drink 4 kids. Fill up a reusable water bottle with tap water. It's good for your health, the environment and your hip pocket. Plus Mackay has the best tasting water in QLD."

Negative Comment

One negative comment was received in response to *Tap Water the best drink 4 kids* post – “Not in Eton it isn’t...” and one for *Eton Water Update* post – “That’d explain why it’s brown tonight...”

The following chart shows the cumulative number of myh2o registrations for the reporting period. The target number of registrations for the 2018/19 financial year is 14,300.

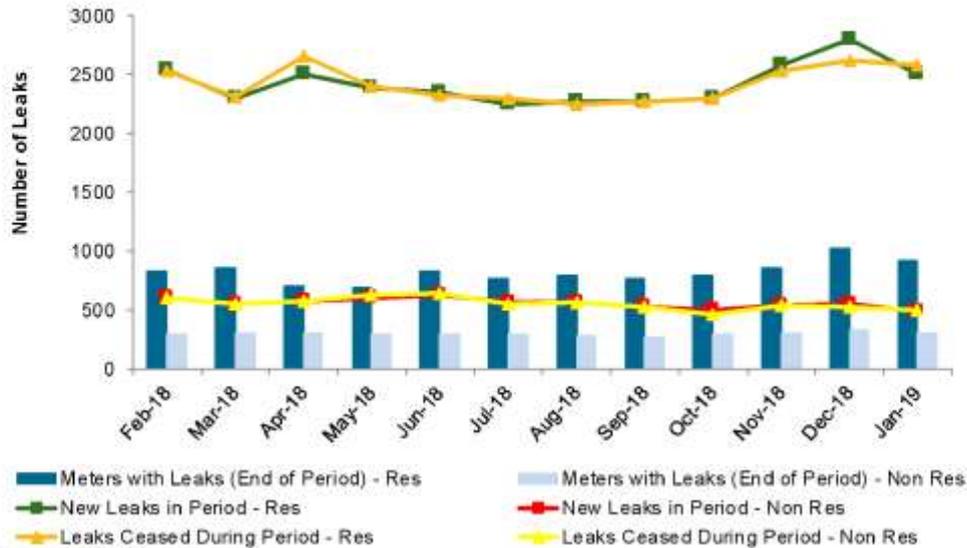


January 2019 Summary:

There were 49 new registrations for the January 2019 period bringing the total number of myh2o registrations to 14,044 including property owners, tenants and agents.

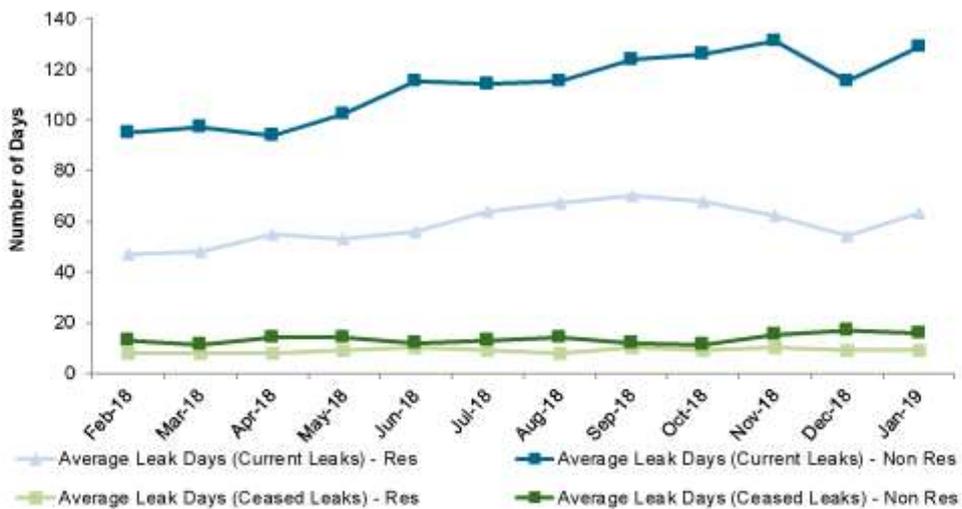
3.9. Leak Detection Notifications

Leak Detection notifications are sent to customers, when a leak on their property is identified that is greater than 10 litres per hour (L/h). Follow up notices are sent to residents, monthly for a three-month period after the initial notification.



January 2019 Summary:

The number of new leaks identified during January for residential customers was 2,500 and for non-residential customers was 487. This was a decrease for both residential customers and non-residential customers from the previous month. The number of meters with leaks on the customer side at the end of the reporting period has decreased to 924 for residential customers and 309 for non-residential customers. The number of leaks ceased during the period for residential customers has decreased to 2,585 and decreased for non-residential customers to 497.



January 2019 Summary:

The Average Leak Days (Current Leaks) identified during January 2019 has increased for residential and non-residential customers. The difference between non-residential and residential for current leak days is 66 days. The Average Leak Days (Ceased Leaks) show that the residential customer has leaks repaired within nine days on average, whereas the non-residential customer takes 16 days to have leaks repaired on average. Considerable effort is undertaken with non-residential customers to encourage attention to fix the identified leaks, however, some of these leaks are very difficult to track down due to the size and complexity of the property.

ASSET MANAGEMENT

4.1. Surface Water Raw Water Storage Capacities

Water is sourced from a combination of surface and groundwater sources. With the exception of Middle Creek Dam, the storage facilities are owned and operated by SunWater. Middle Creek Dam is under Council's control. The water stored in each of the storages is detailed below.

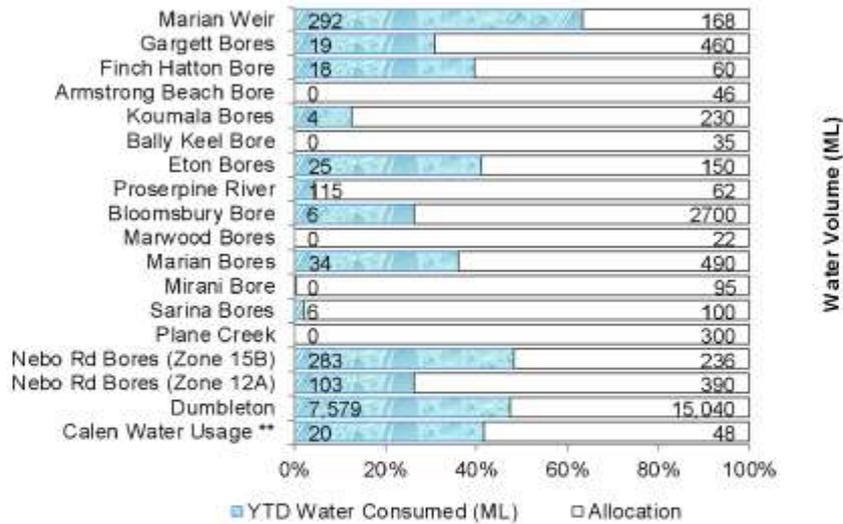


January 2019 Summary:

Mirani Weir, Marian Weir, Dumbleton Weir, Teemburra Dam and Middle Creek Dam are all at or above 100% capacity. Peter Faust Dam is at 65% capacity.

4.2. Annual Water Consumption vs Allocation by Source

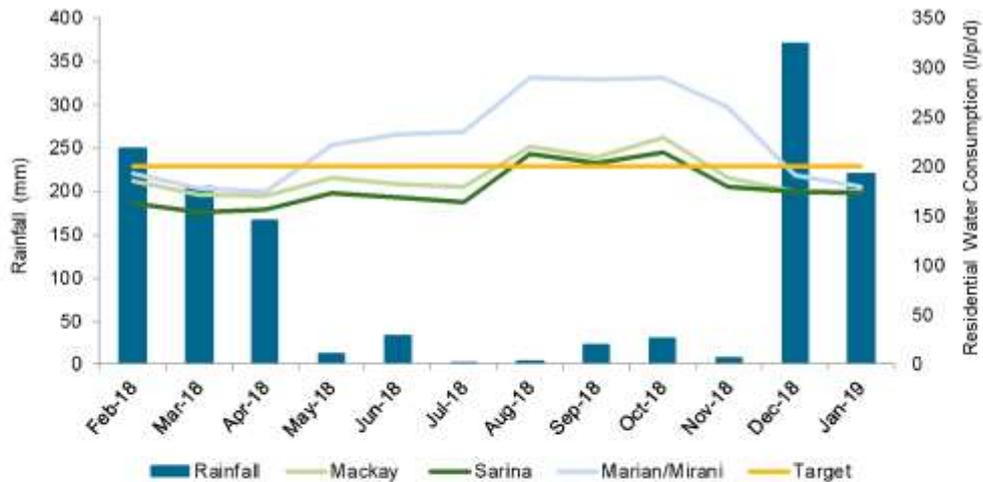
Water Services has an annual water allocation or water license for each water source. The water allocation and year to date water consumption for each of the water source is detailed below.



** Calen Water Usage figures are not based on Water Allocation but show the amount of water usage for the area to date.

4.3. Water Consumption by Locality – Residential Customers Only

Water Services supplies potable water to both residential and commercial customers throughout the Mackay region. The average water consumption in each of the three major community centres is detailed below for residential customers only. The water consumption is presented as litres per equivalent population per day (L/p/d).



January 2019 Summary:

Water consumption for Mackay shows an increase from December 2018 to January 2019, with Sarina and the Marian/Mirani community centres showing a decrease.

4.4. Significant Projects

Water Services undertakes a range of projects across the water business. Projects take the form of Capital works projects, planning studies and investigations. Information for the significant projects in



Engineering & Commercial Infrastructure
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Water Services is provided in the table below and was current as at 31 January 2019. Significant Projects are assessed on the following criteria: Dollar Amount, Risk and/or Community Interest.

Council Project Management Phases 1. Planning (Plan) 2. Design (Des) 3. Procurement (Proc) 4. Construction (Con)	Indicators  On Track  Potential Issue  Definite Issue
---	--

PROJECT	PHASE	PHASE % COMPLETE	INDICATORS	ORIGINAL BUDGET DETAILS	COMMENTS
Eton Water Supply	Design and Construction	90%	Schedule	Original scheduled Completion Date: 30/06/2018	Construction work at the new Water Treatment Works progressed with the works reaching substantial completion at the end of December. Process commissioning was initiated from 21 January 2019. The supply of batches of softened water into the reticulation began from 29 January 2019. The objective is for the plant to run continuously after five to seven days of process optimisation.
			Budget	Amended Completion Date: 5/02/2019	
			Other Issues/ Risk	Original Budget: \$650,000 Amended budget: \$1,150,000	
Sewerage Network Refurbishments (Relining)	Construction	40%	Schedule	Scheduled Completion Date: 28/02/2019 for Sarina works and 30/06/2019 for Mackay works	The 2018/2019 project scope includes 21km of sewer inspection and condition assessment using CCTV and the internal relining repair of 12 km of sewer in the size range 150 to 900mm diameter. This scope includes 3.4km of relining in Sarina which originates from a W4Q2 Project. Interflow commenced sewer relining work in Sarina on 7 November 2018. Sarina works are completed. Mackay relining works commenced in December 2018 and weather permitting it is anticipated that all sewers in the size range 300 to 600 mm will be relined by 28 February 2019. The third and final package of mains <300dia is scheduled to commence in April 2019 for completion by the end of June 2019.
			Budget	Original Budget: \$2,635,000	
			Other Issues/ Risk		
Sewerage Network Refurbishments (Maintenance Holes (MH's))	Construction	65%	Schedule	Scheduled Completion Date: 30/06/2019 Original Budget: \$855,000	CCTV survey of identified buried MHs in progress with only 20 MHs remaining. These will have to be completed during after-hours, as these MHs are in commercial establishments, and when weather permits.
			Budget		

PROJECT	PHASE	PHASE % COMPLETE	INDICATORS	ORIGINAL BUDGET DETAILS	COMMENTS
			Other Issues/ Risk		<p>MH repairs by Sewer Network Crew are in progress with 85 of 135 completed.</p> <p>First package of MH rehabilitation and relining completed.</p> <p>Second package of works to be completed under the WIM Alliance Agreement with Whitsunday Regional Council. Joint Delivery Agreement Documents and Recommendation Report now signed. Pre-Start meeting to convene early February 2019.</p>
Water Main Replacements - Roads Driven	Design and Construction	80% Design Phase 40% Construction	Schedule	Scheduled Completion Date: 30/6/2019 Original Budget: \$2,509,214	<p>Vines Creek WMR - Final connections completed and new main now operational.</p> <p>Basset & Martin Streets and The Crescent - Design complete. Tender documentations with design plans and scope of work submitted to Procurement for advertising of tenders early in February 2019.</p> <p>The following roads driven water mains are in various stages of design. Once design is completed, they are scheduled for construction:</p> <p>Detailed design commenced for Bothwick and Goosewalk water main.</p> <p>Detail designs for Nicholson Street, William Street, Atherton Street, Innes Street and Lillendal Avenue in Sarina are complete. Tender documents for external construction of the water mains have been issued to the market. Tender closes on 12 February 2019.</p> <p>Construction is complete for Victoria and Louise Streets, Mirani.</p> <p>Goldsmith Street/Bridge Road intersection water main construction complete.</p>
			Budget		
			Other Issues/ Risk		
Water Main Renewals	Design and Construction	85% Design Phase 45% Construction	Schedule	Scheduled Completion Date: 30/06/2019	<p>Cape Hillsborough Road water main is complete with As Constructed Plans submitted.</p> <p>2018/2019 Projects:</p>
			Budget		

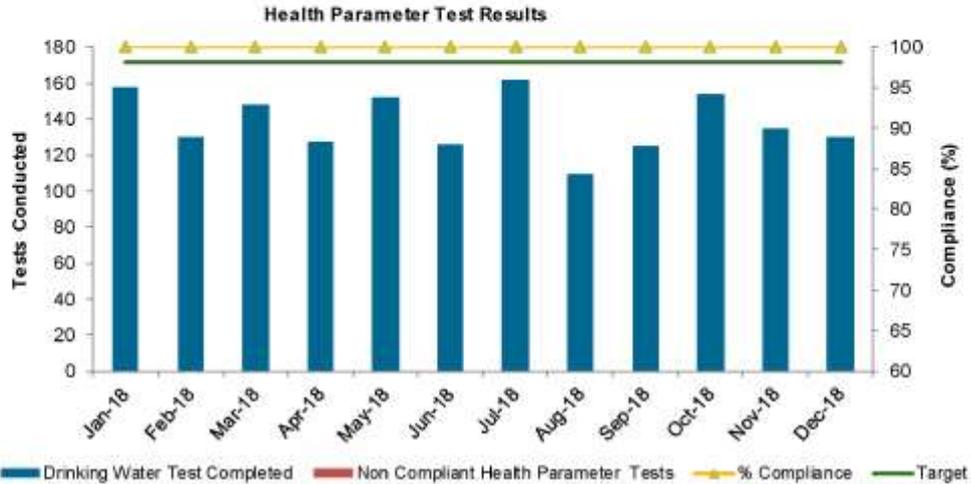
PROJECT	PHASE	PHASE % COMPLETE	INDICATORS	ORIGINAL BUDGET DETAILS	COMMENTS
			Other Issues/ Risk	Original Budget: \$2,344,934	<p>Bovey Street - Physical Works progressing. Works estimated to be completed by the end of February 2019 weather permitting.</p> <p>Pratt Street - Construction commenced in early January 2019. Crew has completed cut-ins at Milton Street and Juliet Street ends. Works expected to be completed by early April 2019.</p> <p>The following water mains are in various stages of investigation (survey and service locations) and design with construction being scheduled as necessary to deliver the program.</p> <p>Blacks Beach Road - investigation of the preferred pipe alignment is complete and additional survey and service location information has been received. Detail design has commenced.</p> <p>Design of Ian Reddacliff Drive and Droughtmaster Drive has been completed. Tender documentation for external construction of Droughtmaster Drive has been issued to the market and offers will be received by 8 February 2019. Ian Reddacliff Drive Water Main construction has been deferred.</p>
Nebo Road WTP Clear Water Tank Valves & Filter Valves Replacements	Design and Construction	35%	Schedule Budget Other Issues/ Risk	Scheduled Completion Date: 30/06/2019 Budget FY 2018/2019: \$644,055	<p>Clear Water Tank Valves Divers engaged to return mid-February 2019 and investigate whether effective isolation of outlet pipe from reservoir can be achieved to enable replacement of the interconnecting valve between tanks 1 and 3.</p> <p>Filter Valves Replacements: Scope of Works and finalisation of tender documentation delayed with re-allocation of project resources. Tender now expected to be issued by end of February 2019.</p>
Mirani Recycled Water Storage	Construction	97%	Schedule		

PROJECT	PHASE	PHASE % COMPLETE	INDICATORS		ORIGINAL BUDGET DETAILS	COMMENTS
			Budget		Scheduled Completion Date: 20/12/2018 2018/2019 Original Budget: \$3,393,320	300ML dam and transfer pipeline was completed at the end of November 2018. Commissioning of the pump station at the 60ML dam impacted by Ergon delay in providing electrical point of supply. Reduced capacity of existing storage required pump to be operated using generator power for a period of time mid-January 2019.
			Other Issues/ Risk			
Mt Pleasant Reservoir No 1 Refurbishment	Defects Liability Period	60%	Schedule		Scheduled Completion Date: March 2018 Original Budget: \$1,661,016 (FY 2017/2018)	Wet weather hampering assessment of previously identified damp patches. Defects Liability Period expires 31 May 2019. Off maintenance inspections planned for March 2019 to allow time for repairs if required.
			Budget			
			Other Issues/ Risk			
Mirani WRF Upgrade	Construction	2%	Schedule		Scheduled Commissioning Completion Date: 30/07/2020 Original Budget: \$15,834,449	Design and Construct Tender awarded to UGL Pty Ltd on 14 November 2018. Pre-Start Meeting held with the contractor mid-January 2019. Contractor has been slow mobilising resources and engaging consultants. Design meetings and workshops scheduled to commence in March 2019 and site establishment in May 2019.
			Budget			
			Other Issues/ Risk			
Water Laboratory Relocation	Construction	5%	Schedule		Scheduled Completion Date: 30/06/2018 Original Project Budget: \$1,750,000 Amended Project Budget: \$2,212,500	Construction contract for the building fit-out has been awarded to Fergus Builders. On site work commenced on 29 January 2019 with proposed completion of the works on 10 May 2019.
			Budget			
			Other Issues/ Risk			

REGULATORY COMPLIANCE

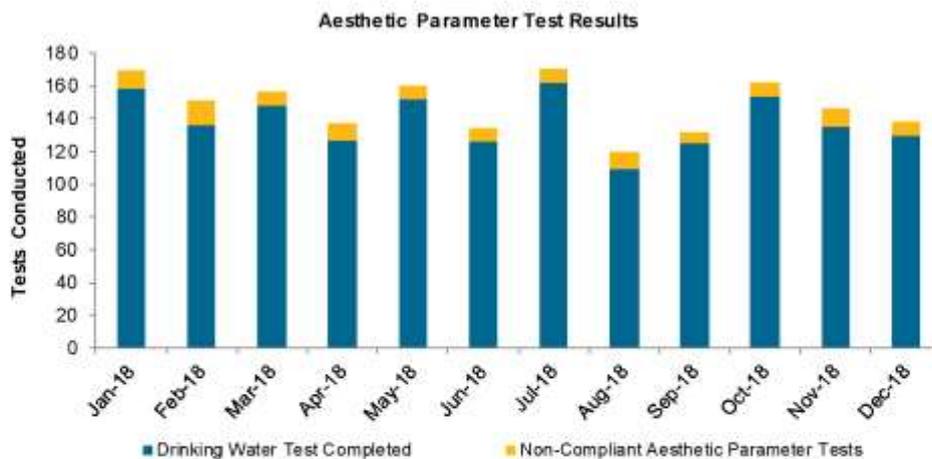
5.1. Drinking Water Compliance

Potable water is provided in accordance with the requirements of the *Water Supply Safety and Reliability Act*, measured against the *Australian Drinking Water Quality Guidelines*. Drinking Water samples are taken at the outlet of Water Treatment Plants and at various locations within the reticulation network. Please note; These results are reported one month in arrears. A summary of the performance is detailed below.



December 2018 Summary:

All drinking water tests were compliant against the health-based targets within the ADWG during December 2018.



December 2018 Summary:

Eton and Koumala exceeded the recommended ADWG aesthetic guidelines for hardness of 200 mg/L CaCO₃. Values ranged from 370-415 for Eton and 365 -375 for Koumala.

5.2. Wastewater Compliance

The discharges from wastewater treatment facilities are regulated by Development Approvals issued by the Department of Environment and Science (DES). The licence requirements differ based on the year the Development Approval was issued and the receiving environment associated with discharges.



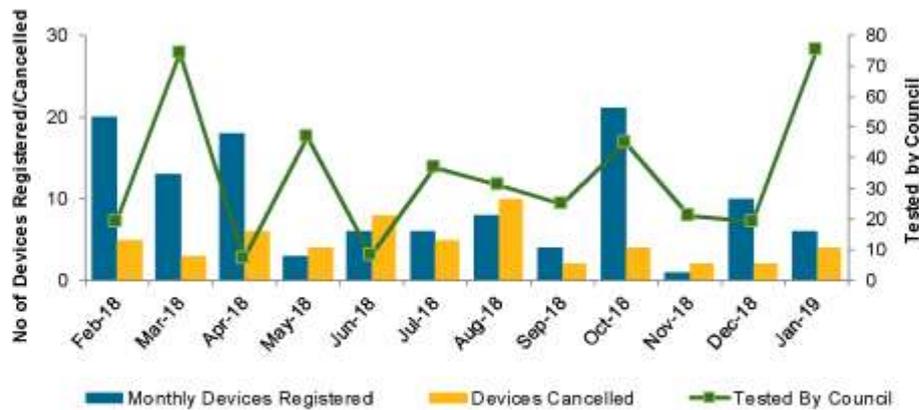
January 2019 Summary:

Wastewater test results available as at January 2019 were compliant with Waste Water Licence limits.

On 3 December 2018 the Department of Environment and Science issued a Penalty Infringement Notice in regard to a dry weather bypass at Sarina Water Recycling Facility (SWRF). The bypass occurred between 21 and 22 July 2018 and was reported in the August 2018 Monthly Review.

5.3. Backflow Testing

Backflow devices are installed on water services where there is a risk that water could return from a private property back into the Water Reticulation network. The requirement for backflow devices is regulated in accordance with the Standard Plumbing and Drainage Regulation.



January 2019 Summary:

Six new devices were registered while four devices were cancelled during this period in January 2019. Council performed 75 tests on backflow devices during January 2019.



Engineering and Commercial Infrastructure - Waste Services

Monthly Review

December 2018 – January 2019

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OVERVIEW

This report is for Waste Services activities for December 2018 and January 2019. Significant items in this period include:

- Council Clean-Up Day was held on 24 January 2019
- The Waste Services' Bi-Annual Recycling Bin Survey was completed in December 2018
- Tonnes of waste disposed to Hogan's Pocket Landfill continues to increase
- Year to date, the number of new bins requested for December 2018 was 50% higher than for the same period last year
- Work continues in preparation for the commencement of the Waste Levy 1 July 2019

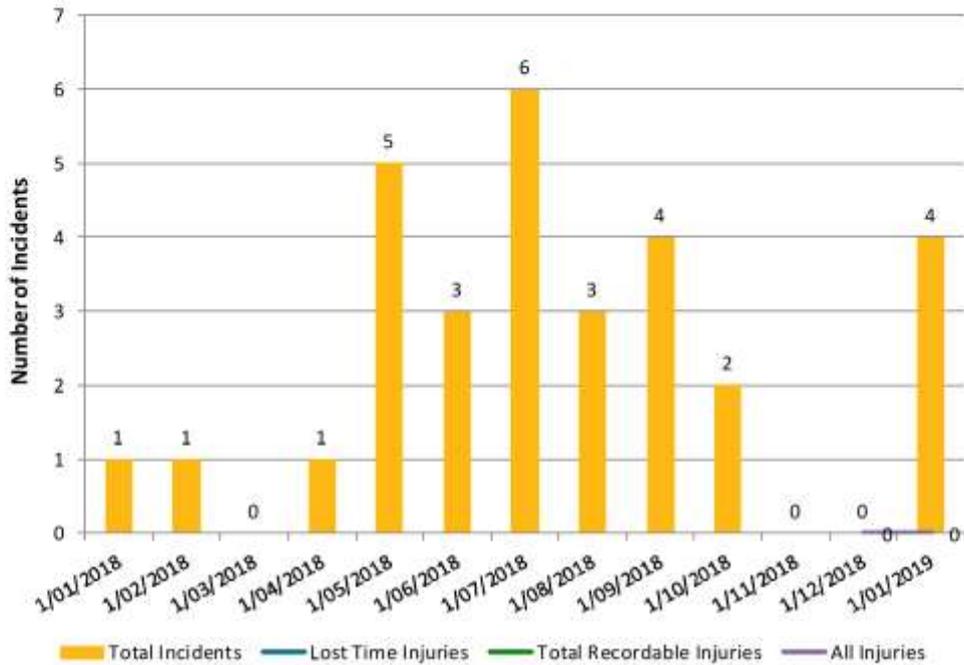


Director Engineering & Commercial Infrastructure

SAFETY

1.1 Safety Incidents and Lost Time Injuries

Waste Services aspires to achieve zero harm with a stretch target of zero injuries. The following incident graph details a summary of the Waste Services safety incident performance



December 2018 and January 2019 Summary:

No of Incidents	Mechanism of injury	Injury Type
1	Falls from a Height	Medical Treatment Injury
1	Falls on the Same Level	First Aid Injury
1	Muscular Stress	Medical Treatment Injury
1	Muscular Stress	Non-Treatment Injury

1.2 Lost Time Injuries

Waste Services aspires to achieve zero Lost Time Injuries by improving safety performance and developing a proactive safety culture while implementing the best practice of safety management across the whole of Waste Services

The table below shows the Lost Time Injuries over previous years

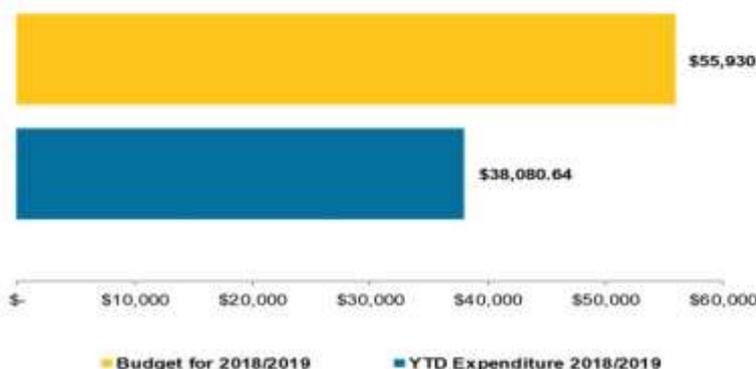
Year	2013-14	2014-15	2015-16	2016-17	2018-19
Waste Total Days Lost	0	0	0	0	0
Waste Total LTIs	0	0	0	0	0

FINANCE

2.1 Community Service Obligations – Fee Waivers

Not for Profit Organisations – Total Waste Disposals

- Expenditure for the period:



December 2018 and January 2019 Summary:

Year to date expenditure for Not for Profit Organisations is reported on a calendar month. The table below shows the Charities' and Organisations' expenditure to January 2019.

Lifeline Mackay continues to spend above their average usage per month. In February 2019, all organisations will be notified in writing regarding their current usage.

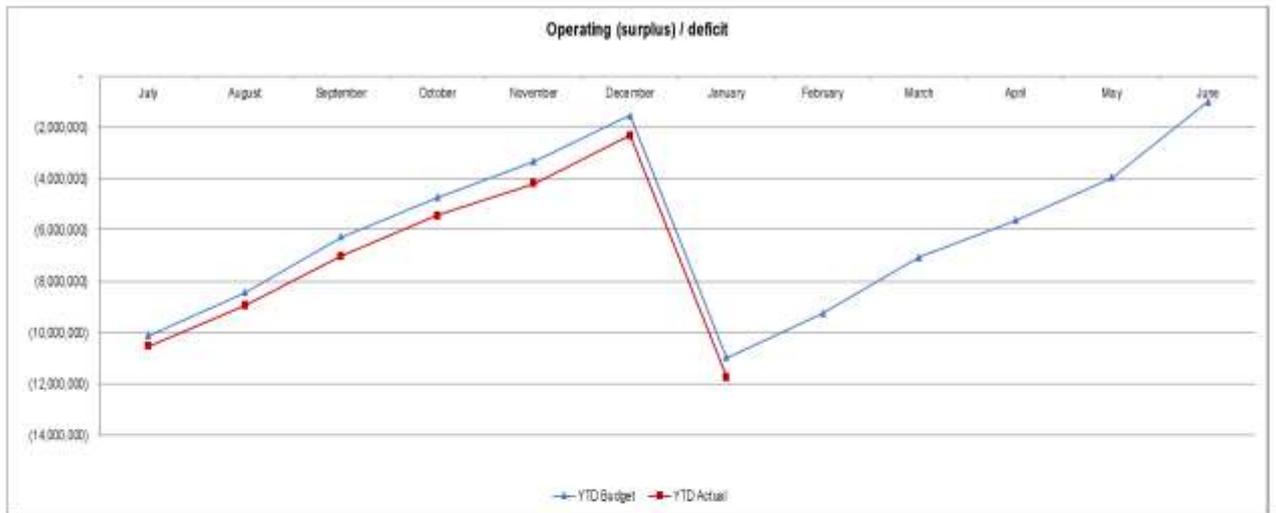
Charity/Organisation	Jan-19		YTD Expenditure 2018/2019		Budget for 2018/2019
	Tonnage	\$(excl)	Tonnage	\$(excl gst)	\$(excl gst)
Adopt-a-Spot	0.00	\$0.00	0.20	\$13.64	\$80.00
Bolzys Go4 Services	0.16	\$21.96	1.22	\$248.00	\$900.00
Community Accommodation & Support	0.00	\$0.00	0.00	\$0.00	\$80.00
Iona West Mens Shed	0.00	\$0.00	0.00	\$0.00	\$80.00
Judah - River of Life	0.00	\$0.00	0.00	\$0.00	\$600.00
Lifeline Mackay	47.58	\$6,531.43	189.18	\$26,009.85	\$27,000.00
Mackay Coloured C-op.	0.00	\$0.00	0.84	\$79.36	\$1,000.00
Mackay & District Spinal Injuries Assoc Inc	0.14	\$10.56	0.14	\$10.56	\$80.00
Mackay Regional Housing Company	0.00	\$0.00	0.00	\$0.00	\$700.00
New Life Christian Church	0.06	\$13.64	0.36	\$54.82	\$700.00
RSL Pioneer -Fitzroy District	0.00	\$0.00	0.64	\$76.55	\$550.00
Sarina Landcare Catchment Support	0.00	\$0.00	0.00	\$0.00	\$80.00
Society of St Vincent De Paul	13.08	\$1,795.53	48.74	\$6,690.68	\$10,500.00
St Vincent De Paul Society - Sarina	0.00	\$0.00	0.76	\$104.33	\$1,000.00
The Salvation Army	8.42	\$1,155.85	34.58	\$4,765.57	\$12,500.00
Samaritan House	0.00	\$0.00	0.04	\$27.28	\$80.00
TOTAL	69.44	9528.97	276.70	\$38,080.64	\$55,930.00



Engineering & Commercial Infrastructure
Monthly Review > December 2018 and January 2019

2.2 Waste Financial Report

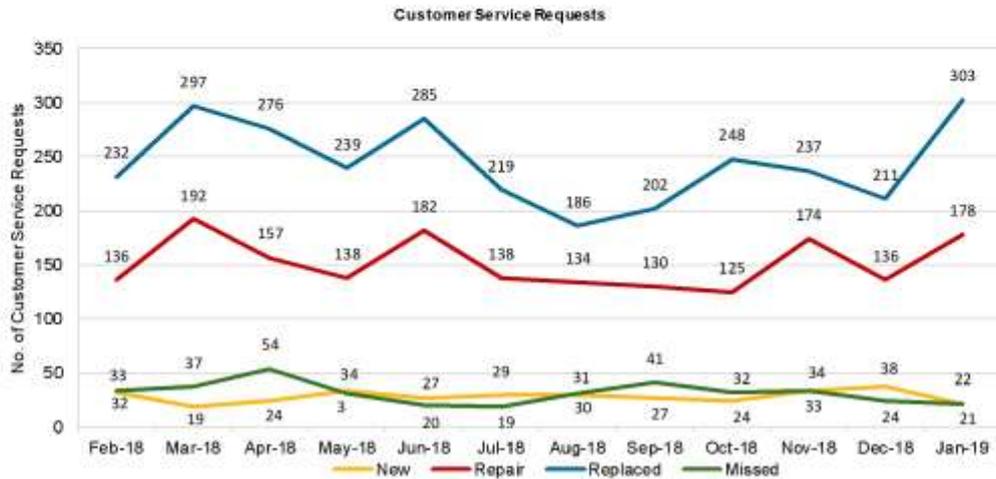
Financial Performance Report		Commercial Infrastructure					% YTD Variance of YTD Budget		Comments
Period Covered: 1 July 2018 to 31 January 2019		Revised Budget	YTD Budget	Actual	January Accrual	YTD Actual	YTD Variance		
Waste Fund									
6.01 - Commercial Infrastructure Management	107,566	60,192	58,803	100	58,803	(1,289)		M&S over budget \$1K	
6.05 - Waste Services	(10,449,721)	(16,197,615)	(17,050,275)	78,556	(16,971,719)	(774,105)		Rev \$291.8K over Budget mainly from investment interest not being Budgeted (Accounted for in December Budget Review). Expenses \$482.3K under Budget mainly from timing differences in consultancy Fees and Repairs and Maintenance.	
6.06 - Business Services	9,269,226	5,124,895	5,118,996	-	5,118,996	(5,899)		Wages under budget \$10.4K & Loan interest over Budget \$5.5K. M&S under budget \$1K.	
6.07 - Water Treatment	78,708	48,517	74,349	1,601	75,950	27,433		Wages over budget \$8.5K. M&S over budget \$19.8K.	
Total Waste Fund	(994,221)	(10,964,011)	(11,798,127)	80,256	(11,717,870)	(753,859)			
Operating (surplus) / deficit	(994,221)	(10,964,011)	(11,798,127)	80,256	(11,717,870)	(753,859)			



CLIENT SERVICE

3.1 Number of Bin Requests Actioned by Bin Contractors

The following graph shows the number of bin requests actioned by Bin Contractors for December 2018 and January 2019.



December 2018 and January 2019 Summary:

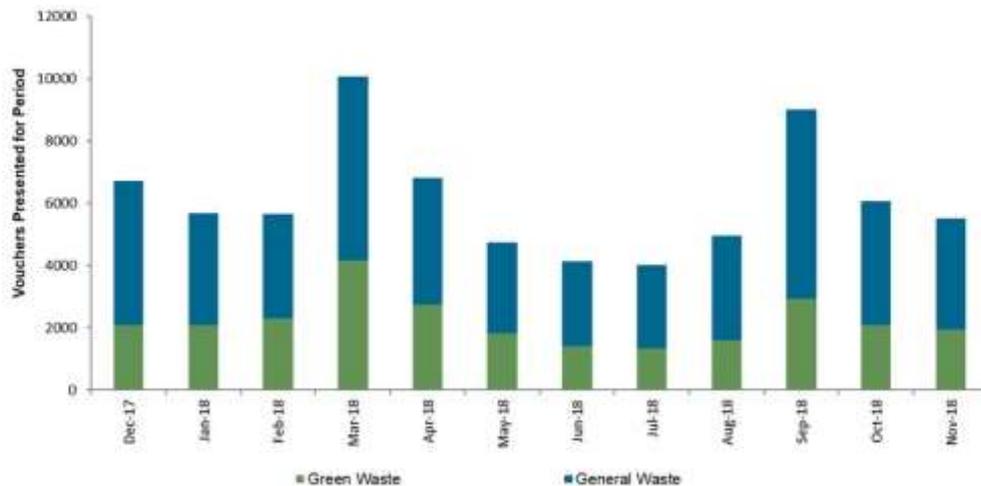
Year to date, the number of new bins requested for December 2018 is 50% higher than the same period last year and the number for January 2019 is similar for the same period last year.

The increase in the number of bin replacements can be attributed to the recent focus on continuous improvements in the management of customer bin replacements and preventative maintenance.

3.2 Dump Vouchers

Data provided is for the current financial year to 30 November 2018. Due to issues which arose while addressing an IP address conflict, it is not possible to provide data for December 2018 and January 2019 at this time. Council is currently working with Mandalay to have these issues addressed.

Voucher Season	No Vouchers issued	No Vouchers used	%
15 (valid to 31 March 2016)	145,344	34,745	23.9%
16A (valid to 30 Sept 2016)	146,313	32,736	22.4%
15B (valid to 31 March 2016)	146,790	38,245	26.1%
16A (valid to 30 Sept 2016)	147,456	36,797	25.0%
16B (valid to 31 March 2017)	147,411	42,100	28.6%
17A (valid to 30 September 2017)	147,411	35,725	24.2%
17B (valid to 31 March 2018)	147,555	40,221	27.3%
18A (valid to 30 September 2018)	147,693	35,622	24.1%
18B (valid to 31 March 2018)	147,984	16,536	11.2%
Total number and \$ value of vouchers presented to date:			
2014/2015 Financial Year (to 30.06.2015)	58,276	\$419,227	
2015/2016 Financial Year (to 30.06.2016)	75,459	\$553,204	
2016/2017 Financial Year (to 30.06.2017)	76,790	\$542,853	
2017/2018 Financial Year (to 30.06.2018)	72,685	\$558,552	
2018/2019 Financial Year (to 30.11.2018)	29,539	\$243,003	

Vouchers presented showing Green and General Waste

December 2018 and January 2019 Summary:

We are currently working with the software provider to rectify and it is expected that the data will be published in the next month's report.

3.3 Education
3.3.1 Material Recovery Facility Tours:

- Mackay Regional Council staff

3.3.2 Education Programs Present in the Community:

- Composting and worm farming demonstrations presented at Gordon White Library
- Recycling education presented at Petit ELC Marian
- Recycling education presented at St Joseph's Catholic School

Note: No activity recorded for December 2018 as Education Officer was on annual leave.

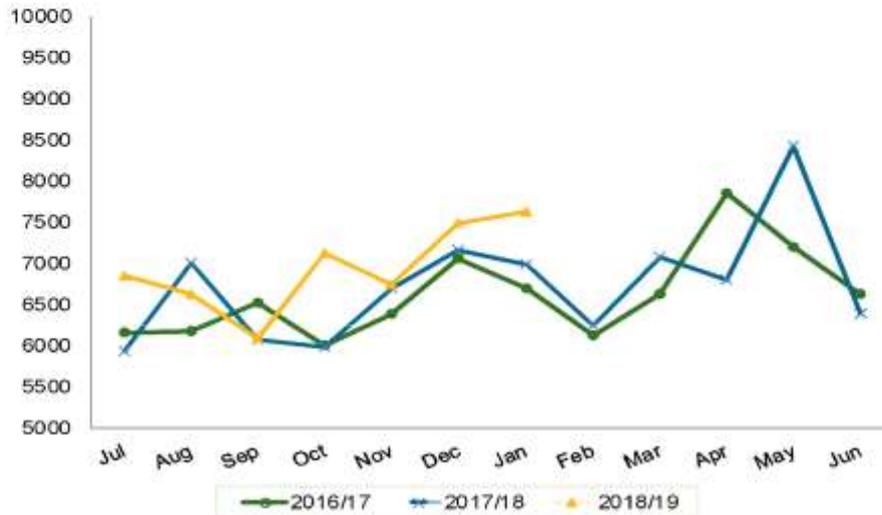
3.4 Community Engagement

There were no media releases for Waste Services during the months of December 2018 and January 2019.

ASSET MANAGEMENT

4.1 Hogan's Pocket Landfill Waste Disposal Tonnes

The following chart represents the tonnes disposed of at Hogan's Pocket Landfill for the period. This chart shows the continued variability in waste arising across the region.

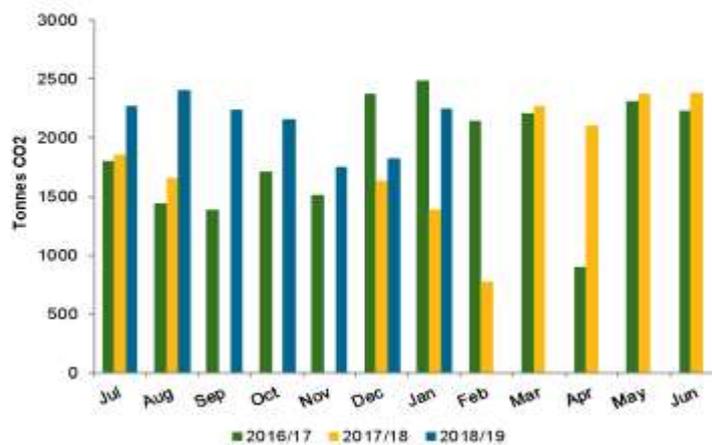


December 2018 and January 2019 Summary:

Waste disposal tonnages continue to trend upwards due to an increase in commercial waste being received.

4.2 Landfill Gas

The following chart depicts the monthly tonnes of carbon dioxide equivalent (CO₂-e) destroyed.

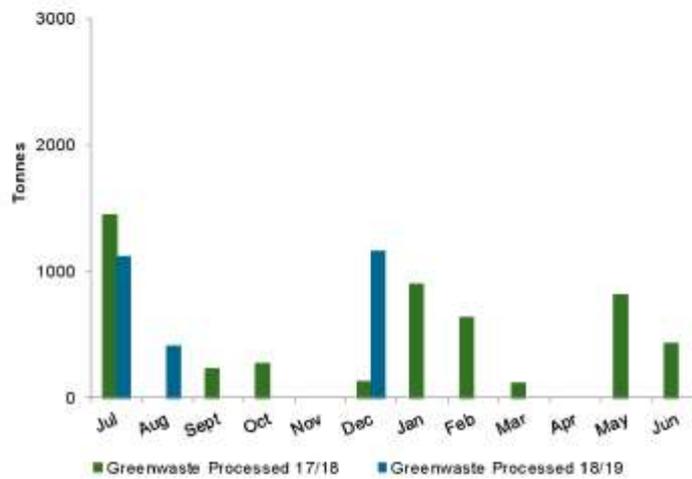


December 2018 and January 2019 Summary:

The Hogan's Pocket Biogas Plant performed without incident, flaring 1,820.12 tonnes of CO₂ -e (214,636 cubic metres) of Biogas in December 2018 and 2,246.22 tonnes of CO₂ -e (264,884 cubic metres) of Biogas in January 2019. Volumes of Biogas flared were within the expected range for both months.

4.3 Greenwaste Management

The following graph illustrates the tonnage rates for green waste processed for 2017/2018 and 2018/2019.



December 2018 and January 2019 Summary:

Mulching was processed at Paget and Bucasia Green Waste sites during December 2018. No mulching was processed in January 2019 due to the contractor shutting down over the New Year period.

It is forecast, that greenwaste will not be processed for a number of weeks due to the current wet weather conditions.

4.4 Projects

4.4.1 Significant Projects

Waste Services undertakes a range of projects across the business. Projects take the form of capital projects, planning, research and investigations. Information for the significant projects in Waste Services is provided in the table below.

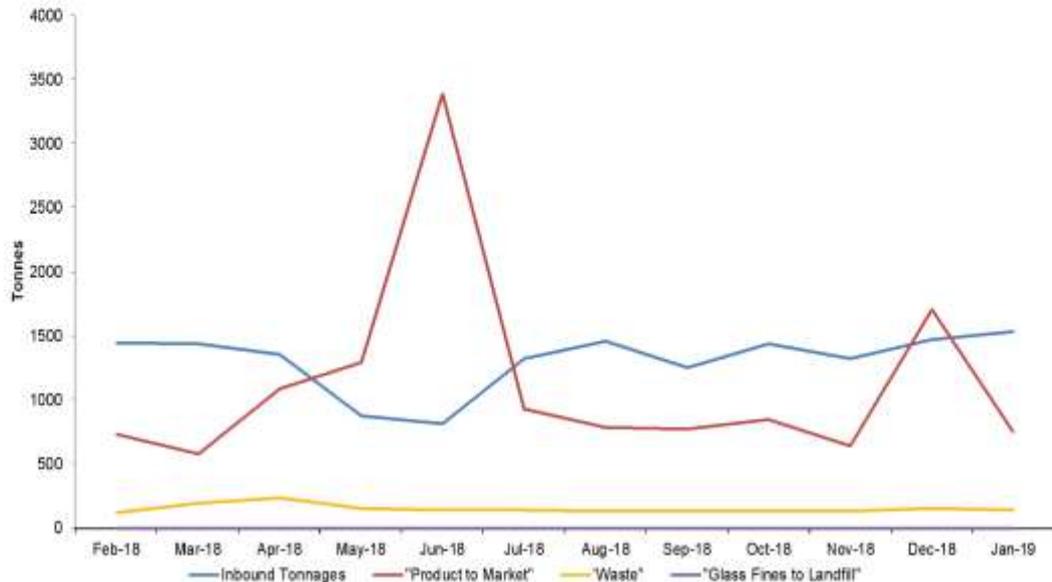
Council Project Management Phases				Indicators		
1.	Planning (Plan)	 On Track  Potential Issue  Definite Issue				
2.	Design (Des)					
3.	Procurement (Proc)					
4.	Construction (Con)					
PROJECT	PHASE	PHASE % COMPLETE	INDICATORS		ORIGINAL BUDGET DETAILS	COMMENTS
Leachate Pond	Commissioning	99%	Schedule		Scheduled Completion Date: 31/12/2018 Original Budget: \$2,128,000	A Certificate of Practical Completion was issued on 14 November 2018. Partial commissioning was undertaken on 20 December 2018 and will be completed in the first quarter of 2019 subject to sufficient volume of leachate.
			Budget			
			Other Issues/ Risk			
Hogan's Pocket Landfill – Cell 3A Remediation	Completed	100%	Schedule		Scheduled Completion Date: 31/10/2018 Original Budget: \$350,000	Project completed, and the landfill cell is being used operationally.
			Budget			
			Other Issues/ Risk			
Hogan's Pocket Waste Levy Infrastructure	Planning	5%	Schedule		Scheduled Completion Date: 28/06/2019 Original Budget: TBC	Preparation of Project brief, design and Request for Quotation documentation in progress.
			Budget			
			Other Issues/ Risk			
Hogan's Pocket Levy Ready IT Upgrade	Planning	10%	Schedule		Scheduled Completion Date: 28/06/2019 Original Budget: TBC	Project planning and completion of the hardware audit and project discovery phase.
			Budget			
			Other Issues/ Risk			

4.1.2. Significant Non-Capital Projects

PROJECT	PHASE	PHASE % COMPLETE	INDICATORS		ORIGINAL BUDGET DETAILS	COMMENTS
Closed Landfill Risk Review	In Progress	50%	Schedule		Scheduled Completion Date: 30/12/2018 Original Budget: \$50,000	Review completed. Work will be undertaken to feed into the Long Term Financial Forecast (LTFF).
			Budget			
			Other Issues/ Risk			
Waste Services Contracts Development	In Progress	85%	Schedule		Scheduled Completion Date: 30/06/2019 Original Budget: \$50,000	Waste Services participated in the evaluation of the EOI for Biosolids and Greenwaste Management and Specifications are being drafted for the Tender. Tender development continues.
			Budget			
			Other Issues/ Risk			
Bi-Annual Domestic Recycling Bin Survey	In Progress	90%	Schedule		Scheduled Completion Date: 7/12/2018 Original Budget: \$12,000	Waste Services currently invests in Bi-Annual Recycling Bin Surveys. The resulting information is used to target public awareness campaigns in an effort to reduce the amount of non-recyclable products being placed in recycling bins. The opportunity to Council is to aim to reduce the cost of recycling by minimising the amount of non-recyclable waste to be removed at the recycling plant.
			Budget			
			Other Issues/ Risk			

4.5 Material Recovery Facility Operations

The following graph shows tonnages of materials processed at the Materials Recovery Facility (MRF).



December 2018 and January 2019 Summary:

Operations continued to achieve zero glass fines to landfill. The total residual waste from the MRF to the landfill continues to be stable and was 10.1% for this period.

Council's contractor, Regroup, continues to be impacted by the effects from current market distortions but remain committed to actively maintaining and researching product markets. For this, period they sent 571 tonnes to market.

Waste Services is continuing to support the use of recyclable materials within Council operations and are actively exploring opportunities. Some projects that are currently underway include:

Glass in Asphalt

The Variation to Tender Schedule 7 for the supply of asphalt with recycled glass has been drafted and a meeting was held with Procurement and Plant representatives to discuss the procurement of glass requirements. It was agreed that the glass should be purchased through the Container Exchange (COEX) Auction Platform and will be included in the tender variation. It is expected that suppliers will receive the tender variation towards the end of February 2019.

Container Refund Scheme

With the commencement of the Queensland Government's Container Refund Scheme (CRS) on 1 November 2018, it is expected that the inbound tonnages of product will decline over the coming months. At present there is no clear data indicating a significant change. Waste Services will closely monitor this for any medium-term change.

Bin Survey

The Waste Services' Bi-Annual Recycling Bin Survey was completed in December 2018. The report is near completion with a workshop scheduled this week to finalise the Survey outcomes and actions. The survey targeted localities within the Mackay Region known to have high levels of contamination within the domestic recycling service. The results of the Survey will inform recycling education and be used to engage the broader community to improve recycling rates and marketability of the product produced.

Council Clean-up Day

The Council Clean-Up Day was held on 24 January 2019, presenting an opportunity for various parts of Council to clean-up their workplaces. Waste Services coordinated the day and provided a variety of bin services to assist staff with the clean-up.

REGULATORY COMPLIANCE

5.1 Surface Water Discharge Management

There were two discharges from the Surface Water Dam at Hogan's Pocket Landfill during January 2019.

A controlled release from the Sediment Dam Overflow occurred from 16 January 2019 until 18 January 2019. An uncontrolled release from the Sediment Dam Overflow commenced on 29 January 2019 and is continuing due to the large quantity of rainfall received in the area.

The Department of Environment and Science (DES) has been notified of the releases and weekly water sampling will be undertaken in accordance with the Environmental Approval. A review of the release has been scheduled for the first week of February 2019 to discuss options for controlled releases during the current wet weather event together with planning for future events.

5.2 Waste Facility Audits

Internal audits of MRC Waste Facilities continue to be conducted. Inspections were scheduled for the months of December 2018 and January 2019 with all 20 being completed.

Inspection Frequency	Number required	% Complete	Completed/ Carryover	Risk	Comments
Bi-Monthly December 2018 and January 2019	20	100%	20 completed	●	No significant safety, environmental or asset issues identified in the audits completed.

MANAGEMENT INITIATIVES

6.1 Waste Levy

In addition to the capital projects mentioned above, work continues in preparation for implementation of the Waste Levy. The meeting with the Department Environment and Science (DES) officers in December 2018 was deferred by DES and has now been scheduled for early February 2019.

6.2 Full Price Model

The first draft of the model was provided in December 2018. Council officers are providing feedback following the consultant on improvements to the draft model so that it can be finalised.

	COUNCIL POLICY	
	Clearances to Water & Sewerage Assets	
	POLICY NO	063
	DEPARTMENT	Engineering & Commercial Infrastructure
	PROGRAM	Planning & Sustainability
ENDORSED BY COUNCIL	[Date & Minute number]	

1.0 Scope

This policy applies to developers, builders, contractors and Mackay Regional Council (MRC) officers installing new service utility assets and structures, for which MRC approval has been granted. The policy applies also for the design and construction of new water and sewer mains to existing third party assets.

2.0 Purpose

The following clearances to MRC's sewerage and water assets became effective, September 2003. All new service utility assets and structures for which MRC approval has been granted, shall comply. Clearance also applies for the design and construction of new water and sewer mains to existing third party assets.

3.0 Reference

- *Water Supply (Safety and Reliability) Act 2008, Chapter 2, Part 7*
- *Plumbing Code of Australia*

4.0 Definitions

To assist in interpretation the following definitions shall apply:

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

MRC shall mean *Mackay Regional Council*.

5.0 Background

This policy was developed to provide guidelines for the information of developers, contractors and MRC staff regarding clearance requirements pertaining to water and sewerage assets.

6.0 Policy Statement

1. WATER MAINS

1.1 Clearance to Utility Assets/Works

The clearance between service utility assets/works to MRC's mains is to be maximised wherever possible, however shall not be less than that provided in Table 1.1 below.

TABLE 1.1 – MINIMUM CLEARANCE TO UNDERGROUND WATER MAINS			
WORKS	MINIMUM CLEARANCE (mm)	HORIZONTAL	MINIMUM VERTICAL CLEARANCE (mm)
	≤ DN200	> DN200 - ≤ DN375	≤ DN375
Gas Mains	300	600	150
Telecommunication conduits & cables	300	600	150
Electricity conduits & cables ≤ 415 V	500	1000	225
Electricity conduits & cables > 415 V	1000	2000	500
Stormwater & similar drainage conduits	300	600	150
Kerb & Channel	150	450	500
Sewers	1000	1000	500
Water Mains ≤ DN375	300	600	150
Water Mains > DN375	600	600	500
Poles, pits & small structures ≤ 2m long adjacent to main	150	300	-

MRC's agreement shall be obtained in writing for minimum clearance to existing water mains of > DN375, any above ground mains and proposed services not covered in Table 1.1.

Clearance shall be taken as the nearest point of the service/works to the outside of the water main.

Services shall cross water mains at 90 degrees where possible but not less than 45 degrees.

Drainage conduits \geq DN450 crossing over water mains where vertical clearance is less than 750 mm shall be 'bridged' over the main supported on reinforced concrete stools or similar supports.

Sewer mains shall cross beneath water mains. Where no alternative exists, the sewer main shall be sleeved extending a minimum of 3 m either side of the water main. The sewer shall be located centrally within the sleeve.

1.2 Clearance to Structures

The 45 degree 'Zone of Influence' of any structure including wall, post, foundation or similar shall be clear of the water main so as to prevent excessive loads being imposed, however clearances shall not be less than that provided in Table 1.2 below.

TABLE 1.2 – MINIMUM WATER MAIN CLEARANCE TO STRUCTURE	
WATER MAIN DIAMETER (DN)	MINIMUM HORIZONTAL CLEARANCE (mm)
< DN100	600
DN100 - DN150	1000
> DN150 - DN300	1500
> DN300 - DN375	2000
> DN375	MRC's approval

MRC's agreement shall be obtained in writing for minimum clearance to water mains > DN375 and any above ground mains.

Clearance shall be taken as the nearest point of the structure to the water main. Clearance to the water main may be reduced over a longitudinal distance of 2 m when adjacent to installations such as poles, pits and small structures as per Table 1.1.

2. SEWER MAINS & MAINTENANCE HOLES

2.1 Clearance to Utility Assets/Works

The clearance between service utility assets/works to MRC's sewers (including MH's) shall be maximised wherever possible, however shall not be less than that provided in Table 2.1 below.

Clearance between buildings/structures to MRC's sewers and system components shall be in accordance with MRC requirements.

TABLE 2.1 – MINIMUM CLEARANCE TO UNDERGROUND SEWERS				
WORKS	MINIMUM HORIZONTAL CLEARANCE (mm)		MINIMUM VERTICAL CLEARANCE (mm)	
	≤ DN300	>DN300 - ≤ DN375	≤ DN300	>DN300 - ≤ DN375
Gas Mains	600	600	150	300
Telecommunication conduits & cables	600	600	150	300
Electricity conduits & cables ≤ 415 V	600	1000	225	300
Electricity conduits & cables > 415 V	1000	2000	500	500
Stormwater & similar drainage conduits	300	600	150	300
Kerb & Channel	150 to MH	150 to MH	500	500
Sewers	300	300	150	300
Water Mains ≤ DN375	1000	1000	500	500
Water Mains > DN375	1000	1000	500	500
Poles, pits & small structures ≤ 2m long adjacent to main	150	300	-	-

Clearance to sewer transfer mains (rising mains & pressure pipelines) shall be as per Tables 1.1 & 1.2.

MRC's agreement shall be obtained in writing for minimum clearance to existing sewer mains of > DN375, any above ground mains and proposed services not covered in Table 2.1.

Clearance shall be taken as the nearest point of the service/works to the outside of the sewer conduit except as noted otherwise. A minimum horizontal clearance of 1000 mm to above ground obstructions shall be provided around maintenance structures clear of the opening to facilitate maintenance.

Services shall cross sewer mains at 90 degrees where possible but not less than 45 degrees.

Drainage conduits > DN450 crossing over sewer mains where vertical clearance is less than 750 mm shall be 'bridged' over the sewer supported on reinforced concrete stools or similar supports.

Water mains shall cross above sewer mains. Where no alternative exists, the water main shall be sleeved extending a minimum of 3m either side of the sewer main. The main shall be located centrally within the sleeve.

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	Minor administrative amendments		