FINAL MINUTES

10 April 2019

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Declaration of Potential Conflict of Interest

Nil.

ORDINARY MEETING
MINUTES

His Worship the Mayor, 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.

Cr Williamson advised the Council Meeting is being streamed live, recorded and published in accordance with Council's Standing Orders, including publishing on Council's web-site.

Those present in the public gallery today, by attending a public meeting of the Council you are consenting to your image, voice and comments being recorded and published, and comments will form part of the live stream and recording.

Attendees are advised that they may be subject to legal action if their actions result in inappropriate and/or unacceptable behaviour and/or comments.

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).

The meeting commenced at 10:00 am.

2. OPENING PRAYER:

The Mayor led those present in Prayer.

3. ABSENT ON COUNCIL BUSINESS:

Nil

4. APOLOGIES:

Nil

5. CONDOLENCES:

The Mayor expressed his condolences, on behalf of Council, to the family and friends of Mrs Eileen May Welch. Mrs Welch was Mackay's oldest resident, passing away 5 weeks short of her 107th birthday, and was the last known survivor of the 1918 Cyclone.

6. CONFLICT OF INTEREST:

Nil

7. CONFIRMATION OF MINUTES:

7.1 ORDINARY MEETING MINUTES - 27 MARCH 2019

THAT THE Ordinary Meeting Minutes dated 27 March 2019 be adopted.

Moved Cr Casey **Seconded Cr Camm.**

CARRIED

8. BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING:

Nil

9. MAYORAL MINUTES:

Nil

10. CONSIDERATION OF COMMITTEE REPORTS & RECOMMENDATIONS:

10.1 DRAFT MEETING MINUTES - TRAFFIC ADVISORY COMMITTEE - 22 MARCH 2019

Author Director Engineering & Commercial Infrastructure

Purpose

Attached is a copy of the Draft Minutes of the Traffic Advisory Committee Meeting held on 22 March 2019.

Related Parties

N/A

Officer's Recommendation

THAT the Minutes of the Traffic Advisory Committee Meeting dated 22 March 2019 be received.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr May **Seconded Cr Casey.**

Cr May highlighted several key activities from the Traffic Advisory Committee meeting held on 22 March 2019.

CARRIED

10.2 COMBINED MUSUEMS MEETING MINUTES 13 MARCH 2019

Author Manager Community Lifestyle

Purpose

Attached is a copy of the Combined Museums meeting minutes from the meeting held 13 March 2019 for information purposes.

Officer's Recommendation

THAT the minutes of the Combined Museums meeting held 13 March 2019 be noted.

Council Resolution

THAT the Officer's Recommendation be adopted.

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

Cr May highlighted several key activities from the Combined Museums Committee meeting held on 13 March 2019.

CARRIED

10.3 DRAFT MINUTES - SPORT AND RECREATION ADVISORY COMMITTEE

Author Manager Community Lifestyle

Purpose

Attached is a copy of the Sport and Recreation Advisory Committee minutes of 13 March 2019 for information purposes.

Officer's Recommendation

THAT the minutes of the Sport and Recreation Advisory Committee meeting held on 13 March 2019 be received

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Paton **Seconded Cr Englert.**

Cr Paton highlighted several key activities from discussions at the Sport and Recreation Advisory Committee meeting held on 13 March 2019.

CARRIED

10.4 LOCAL DISASTER MANAGEMENT GROUP MINUTES - 18 MARCH 2019

File No **LDMG Minutes**
Author **Emergency Management Co-ordinator**

Purpose

To present to Council the Local Disaster Management Group Meeting (LDMG) Minutes of 18 March 2019 for information purposes.

Officer's Recommendation

THAT the Minutes of the Local Disaster Management Group dated 18 March 2019 be received.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Casey **Seconded Cr Englert.**

Cr Casey highlighted key activities at the Local Disaster Management Group meeting held on 18 March 2019.

CARRIED

11. CORRESPONDENCE AND OFFICERS' REPORTS:

11.1 COMMUNITY AND CLIENT SERVICES MONTHLY REVIEW 1- 31 MARCH 2019

Author **Director Community and Client Services**

Purpose

Attached is a copy of the Community and Client Services Monthly Review for the month of March 2019.

Officer's Recommendation

THAT the Community and Client Services Monthly Review covering the period 1-31 March 2019 be received.

The Chief Executive Officer (CEO) spoke to the report and provided an overview and highlights of the Community and Client Services Monthly Review Report for March 2019.

Cr Camm raised concerns over the Habana and District Progress Association under the Building Better Community Funding Program and the timing and approvals required. Cr Camm noted that Mackay Basketball was in the same category but this has since been rectified due to them receiving Federal Government funding.

The CEO advised that this information would be provided in next month's report.

The Director Community and Client Services (DCCS) took the question on notice and advised she would investigate the matter of the status of the Habana Progress Assoc. project and circulate to Councillors.

Cr May raised the high number of SES Unit administration hours within the report. Cr May questioned if it was possible to have a month-to-month comparison on the SES volunteer numbers and the unit hours.

The CEO confirmed this can be included in the monthly report going forward.

Cr Bonaventura queried how long the high-speed camera has been out of action and when will it be operational again.

The CEO confirmed that the camera was offline for the month of March to conduct maintenance and was brought back online on the 3 April 2019.

Cr Paton questioned the financial statement of the Health and Regulatory Services noting a budget difference of $291K.

DCCS stated that it is a combination of higher revenue, expenses slightly down and some position vacancies within the Program.

Cr Casey queried if any complaints had been raised on making payments at the parking Pay Stations.

The Mayor and CEO both noted that no complaints had been received.

Cr Paton requested a finalisation report on the Building Better Communities Funding projects, including how the project faired throughout the process, budgeting and what benefits have the projects made to the community.

Cr Englert raised that the comment on who was the lead Agency had not been amended from last month. Cr Englert also raised questions on what constitutes an active SES group, suggested that group should be merged and requested that next month's report reflect the correct number of active group.

The CEO stated that the amendments will be made for the April report.

Cr Casey followed-on from Cr Paton query on the Building Better Communities Funding, and questioned if there is an acquittal reporting system that the funding recipients must adhere to.

The CEO stated that there is a robust acquittal system that the projects are run through prior to payments being made and approved budgeting caps are being adhered to.

Council Resolution

THAT the Officer's Recommendation be adopted.

Cr Mann highlighted the Sarina Women's Week event with Diane Barnett being awarded the Mary Malone Memorial Trophy. Cr Mann noted the Departments strong safety focus with no Lost Time Injuries being recorded. The Community Resilience Art projects held in Midge Point and Eton were well attended and received. Cr Mann noted that the Sarina Youth Centre is making a difference with the youth of the area by providing them with support and successful Unlimited Choices Event held. Cr Mann highlighted the volunteer work of Steven Prichard within the community, particularly in the historical and heritage side of our community.

Cr May reiterated the great work by the Sarina Neighbourhood Centre in a successful Sarina Women's Week dinner and the Unlimited Choices event held. Cr May mentioned the wonderful art work created by the children of Swaynesville State School post-cyclone Debbie, which have been presented to various not-for-profit organisations that supported people of the community through the Cyclone Debbie experience.

Cr Bonaventura thanked Cr Gee for organising the March Council in Community Day and that it was a successful day. Cr Bonaventura noted the successful application for Category C funding from the Department of Housing to assist recovering communities from the 2018 Fires. Cr Bonaventura noted his and Cr Walkers' attendance the Progress Association workshop on 30 March 2019 and noted the appreciation from the Association for the Community Development staff attending. Cr Bonaventura noted that as part of the Community Resilience Art project, he presented the Midge Point Progress Association and Fishing Club with pieces of the art created by Swaynesville State School.

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

CARRIED

11.2 CAPITAL WORKS MONTHLY REVIEW - 1 MARCH 2019 TO 31 MARCH 2019

Author Director Capital Works

Purpose

Attached is a copy of the Capital Works Monthly Review for the month of 1 March 2019 to 31 March 2019.

Officer's Recommendation

THAT the Capital Works Monthly Review for the period of 1 March 2019 to 31 March 2019 be received.

The Chief Executive Officer (CEO) spoke to the report and provided an overview and highlights of the Capital Works Monthly Review Report for March 2019.

Cr Bella questioned reasoning behind delay in delivery of Plant and Equipment, will there be any impact of cost to that Program and has it had any impact on the functional performance in that delay period.

The CEO stated that it is a timing issue and that a Fleet Coordinator has been appointed to gain a better focus on the annual fleet replacement scheduling. The CEO noted that this is the best position Council has been in and is absolutely confident these delays will not affect services delivery.

Cr Bella commented that a Fleet Coordinator being appointed and the Asset Register is a tremendous move for Council and will pay dividends.

Cr Mann noted the vehicle incident in which it was driven through water over a causeway.

The CEO responded that an investigation and robust post-incident discussions have occurred within the teams. The vehicle was a high clearance truck, not a light vehicle and the operator believed they had enough clearance. The messaging out to staff have centred on ' if in doubt, wait it out'.

Cr May requested in relation to the Eton Water Supply, that a post-project survey on water quality be sent to the residents.

The CEO agreed that a survey will be sent out to the residents after the initial 6 months to gauge residents experience post-project.

The Director Engineering and Commercial Infrastructure (DECI) stated that a press release and letter to residents are being prepared and will include mention of a survey on water quality to be conducted within 6 months.

Cr Bella requested an analysis of water quality pre and post project completion to ascertain the projects effectiveness compared to the public perception of the water quality.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr May **Seconded Cr Casey.**

Cr May spoke in support of the work being done within the Capital Works Department highlighting the Sarina sewer relining project.

CARRIED

11.3 OFFICE OF THE MAYOR AND CEO MONTHLY REPORT - APRIL 2019

Author Chief Executive Officer

Purpose

To provide Council with the Office of the Mayor and Chief Executive Officer's Monthly Report for month of April 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 relevant Programs across Council.

Resource Implications

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

Risk Management Implications

Nil.

Conclusion

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

Officer's Recommendation

THAT the Office of the Mayor and Chief Executive Officers Monthly Report for April 2019 be received.

The Chief Executive Officer (CEO) spoke to the report and provided an overview and highlights of the Office of the Mayor and Chief Executive Officer Monthly Review Report for April 2019.

Cr Mann queried when the Expressions of Interest (EOI) closes for the wave pool project.

The CEO stated that the EOI closes by the end of April 2019.

Council Resolution

THAT the Officer's Recommendation be adopted.

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

Cr Mann noted the high awareness on workplace health and safety within the Council and the actions being taken to ensure employee safety. Cr Mann noted that key projects across Council are on track.

Cr Walker raised the importance of involving Progress Associations in the regions projects, it assists with keeping costs down and gives ownership back to the residents.

CARRIED

11.4 COUNCIL FEES AND CHARGES 2019/2020

File No **Fees & Charges 2019/2020**
Author **Director Organisational Services**

Purpose

To seek Council's endorsement of the reviewed Council Fees and Charges Schedule that require early adoption for consideration.

Related Parties

N/A

Background/Discussion

In accordance with the Local Government Act 2009, council has charging powers to establish user pay charges.

The fees and charges being tabled in this report are cost recovery in nature and management have reviewed all charges to ensure they address appropriate cost drivers.

The majority of fees and charges have increased by 2%. Some variation to this standard increase across fees and charges is noted for Waste Services due to the introduction of the State Waste Levy. In addition, some fees have remained unchanged for the period, in line with management recommendation, industry standard fees or cost recovery being equivalent to the fee charged.

The fees detailed in the attached schedules, for Health & Regulatory and Waste Services, will apply from 1 July 2019 and will be available on council's website.

Consultation and Communication

The schedule of proposed fees and charges has been reviewed by relevant Directors and Managers and discussed with the Strategy, Leadership and Performance Team. Fees have increased in accordance with the applicable increases in the relevant inputs, with a standard two per cent increase being applied across all fees and charges. Fees that have not increased in line with the proposed two per cent have been further reviewed by the relevant Director to provide justification.

Resource Implications

Fees and charges form a significant part of Council’s revenue raising requirements and provide a source of funding and/or contribution to programs delivered by Council.

Risk Management Implications

The Local Government Act allows Council to establish cost recovery fees and charges and fees and charges in line with commercial principles. Where the true cost of services is not recovered through fees then additional impost is placed on other revenue sources, typically rates.

Conclusion

It is recommended that the proposed schedule of Council fees and charges be adopted as tabled.

Officer's Recommendation

THAT in accordance with the Local Government Act 2009, Council adopts the Council Fees and Charges Schedule as attached, to take effect from 1 July 2019.

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

Cr Camm raised the fees and discounts associated with the new Safe Food Licencing Star Rating and questioned if the Licencees have been notified of the tiered fee structure.

The DCCS took the question on notice to confirm procedure and stated the Licencees have been liaised with and that Licencees can request a compliance inspection to be carried out.

The Mayor requested further information be provided to Councillors on the consultation process.

Cr Camm reiterated her concerns on the consultation with Licencees and the implications of the tiered structure and does not feel comfortable endorsing the Fees and Charges Schedule with the fee structure included. Cr Camm questioned why the tiered fee structure wasn't included in the Councillors briefing.

The DCCS advised that the Licencees have the option to request an audit inspection to be completed to achieve the higher Star Rating.

Cr Bella commented that an early audit can be requested and the Star Rating system can assist towns being viewed as favourable tourist destinations.

Cr May queried the fee amount of the 3 Star Rating and if it is in line with the current fees being charged.

The DCCS confirmed that the fee is in line with the current fee being charged and are being used as a benchmark for the tired structure.

Cr Camm stated that she felt from the information received at the briefing, that resourcing within the Program would not allow for an audit inspection to be carried out within a quick timeframe.

The DCCS stated that there is a prioritisation process in place to ensure Licencees requesting assistance and inspections would be dealt with quickly.

The CEO suggested that the Food Premises Annual Licence fee section related to the Star Rating system of the Fees and Charges Schedule be removed to be dealt with separately and the Council to adopt the Schedule as then amended.

Cr Bonaventura expressed his concerns on removing sections of the Schedule due to the short timeframe with the fees due by Licencees in July and feels the additional time would allow Licencees time to achieve the higher star rating before the due date.

The Mayor stated that the Councillors would have the additional information requested and the removed fees would be returned to Council for adoption in the exact format

The CEO confirmed that the information will be provided to Councillors and the Food Premises Annual Licence Fee report be returned for adoption by 24 April 2019.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Bonaventura **Seconded Cr Walker.**

Cr Bonaventura supports the recommendation as stands.

Cr May moved an amended motion.

Amended Motion

THAT the Health Food Star Rating Fees and Charges be removed from the Fees and Charges Schedule and be brought forward at a later date.

A report to be prepared on how the Health Food Star Rating Fees and Charges will be implemented.

THAT in accordance with the Local Government Act 2009, Council adopts the Council Fees and Charges Schedule as attached, to take effect from 1 July 2019.

Moved Cr May **Seconded Cr Camm.**

Cr May spoke in favour of the amended motion citing that Councillors require additional information prior to adopting the Fees.

Cr Bonaventura spoke against the amended motion due to shorting of the timeframe to allow business to make improvements to achieve a higher rating.

Cr Camm spoke in favour of the amended motion. Cr Camm raised concerns on the service and resourcing level within the Program to be able prioritise and conduct inspections by the fee due date to allow Licencees to increase their current Star Rating.

Cr Bella spoke against the amended motion due to the shorten timeframes on businesses.

Cr Gee spoke for the amended motion citing that additional information is required on how businesses can be active in achieving the higher rating.

Cr Bonaventura reiterated his earlier comments on timing and also questioned how a section could be removed and voted on separately.

The Mayor confirmed that it is possible to remove a section and for it to be voted on separately.

Cr Englert spoke in favour of the amended motion, in support of Councillors receiving the additional information that they require.

Cr Casey spoke against the amended motion and felt that this was delving on operational matters.

Cr Bella reiterated his comments on short timeframes and the effect on a business.

Cr May finalised her comments in support for the amended motion.

CARRIED

Councillors Casey, Paton, Bella, Walker and Bonaventura recorded their votes against the Motion.

11.5 STRATEGIC ASSET MANAGEMENT PLAN

Author Director Engineering & Commercial Infrastructure

Purpose

To adopt the Strategic Asset Management Plan to better align Asset Management outcomes across the organisation.

Related Parties

N/A

Background/Discussion

In line with legislation and to ensure Asset Management is aligned with industry best practice, the Strategic Asset Management Plan (SAMP) 2019 has been developed for Mackay Regional Council.

The SAMP provides the overall strategic direction on how Council best manages its assets to ensure the best overall life cycle outcomes are achieved.

Consultation and Communication

This document has been consulted with the Asset Management Team, Asset Management Working Group and the Strategy Leadership Performance Team (SLPT). Feedback has been discussed and the document has been endorsed by SLPT.

Resource Implications

There are no immediate resource implications with the adoption of the strategy. The improvement initiatives will be managed as projects and follow regular resource and project approval processes.

Risk Management Implications

There are no additional Risk Management implications related to the Strategic Asset Management Plan.

Conclusion

Improvement initiatives and priorities have been identified by the Strategic Asset Management Plan to guide improvement for the next three years.

Officer's Recommendation

THAT Council adopts the Strategic Asset Management Plan

The Chief Executive Officer (CEO) spoke to the Strategic Asset Management Plan report.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr May **Seconded Cr Walker.**

Cr May spoke in support of the Strategic Asset Management Plan and commended the staff for working on the Plan.

CARRIED

11.6 FACILITATING DEVELOPMENT IN THE MACKAY REGION POLICY - PLANTATION PALMS PROPERTIES PTY LTD - RESIDENTIAL DEVELOPMENT - PLANTATION PALMS ESTATE - STAGES 4B3, 4B4, 4B5, 5A1 AND 5A2

Author Principal Economic Development Officer

Purpose

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

Related Parties

- Plantation Palms Properties Pty Ltd
- Veris Australia Pty Ltd
- Xcel Property Group
- Mentmore 1 Pty Ltd
- Mentmore 2 Pty Ltd

Background/Discussion

The proposed development is for Stages 4B3, 4B4, 4B5, 5A1 and 5A2 of the Plantation Palms residential estate located off Eimeo Road, Rural View.

The development of these stages will result in the delivery of 97 residential allotments and associated works including earthworks, roadworks, footpaths, sewer, water, stormwater, electrical and NBN.

Two development applications (DA-2011-218/B & DA-2018-131) relate to the delivery of the development. DA-2011-218/B was approved on 12 February 2013 and provides approval for 50 lots. DA-2018-131 which is in the final stages of Council assessment proposes 47 lots.

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 22 November 2018:

- 20% concession on infrastructure charges:
  - Infrastructure Charges = $2,748,582.30
  - Requested concession = $549,716.46

It is noted that Schedule 7 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 550m^2, as outlined below:

- 20% – lots greater than 550m^2
- 30% – lots between 450m^2 and 549m^2
- 35% – lots less than 450m^2

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
Timing of development Lots are registered within 2 years.	Construction is expected to commence in 2019 with completion expected in 2019 and 2020.
Non-Government Development	Yes
Infrastructure capacity	Based on the information provided by the applicant and the approved Development Permit, the proposed development can be serviced without requiring trunk infrastructure upgrades. The development requires extension of local services to service the subdivision.

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
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.	• 97 residential allotments • Estimated construction costs $10.620 M (including GST) • Based on Council's economic modelling, from a direct injection of $10.620 M (construction costs), flow on economic output will be $10.574 M totalling $21.193 M economic impact. • The applicant has committed to utilising local consultants and contractors.
Employment Generation	• Economic modelling indicates the project will generate 14 direct and 35 indirect jobs, totalling 49 jobs during construction. • The applicant has provided information supporting this modelling by proposing that there will be approximately 9 construction jobs supported on site and additional professional service consultancy jobs such as town planning, engineering, surveying and solicitors. • The applicant has advised that further ongoing employment will be supporting the engagement of builders and contractors involved in the construction of dwellings and the sales and marketing of the completed lots. • The applicant has committed to utilising local contractors and suppliers and has provided comprehensive evidence detailing the local contractors and suppliers engaged across

	all aspects of development.
Applicable Area Appropriately zoned land located within the Priority Infrastructure Area.	The development is on appropriately zoned land.
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 industry sectors.

The applicant has proposed that the development will deliver immediate benefits to the Mackay region economy through:

- Construction of the estate (construction industry);
- Building of new homes (building industry);
- Increase in rateable properties (Local Government revenue);
- Facilitating population growth in adequately serviced land (Regional).

Further benefits proposed by the applicant include:

- Plantation Palms will facilitate the supply of new, desirable residential housing supply in the Northern Beaches.
- Over-supply in the market is not expected given recent pre-sales of previous stages.
- The demand for this product is measurable based on the sales and construction activity of the recently completed Stage 4B1:
    - 26 lots of a similar type and price point in the same location of 4B2 were registered in late 2018 with 24 of these lots having been sold or under contract;
    - 100% of lots have been sold to residents of 4740 - 83% to individual purchasers and 17% to local builders;
    - 15 homes are already under construction or complete with purchasers utilising over 9 different building companies (and their contractors) to deliver their homes.

Plantation Palms is the fastest progressing estate in the Northern Beaches.

Consultation and Communication

Development Assessment has considered the development applications 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 proposed stages of the development have a net infrastructure charge of $2,748,582.30 (+ annual adjustments).

Concessions based on the rates provided in Schedule 7 of the Policy would result in a 20% concession in accordance with the below:

DA Ref	Stage	Lots	Net Charge	Concession (%)	Concessions ($)	Charges Payable
DA-2011-218	4B3	26	$736,733.40	20%	$147,346.68	$589,386.72
	4B4	13	$368,366.70		$73,673.34	$294,693.36
	4B5	11	$311,694.90		$62,338.98	$249,355.92
DA-2018-131	5A1	26	$736,733.40		$147,346.68	$589,386.72
	5A2	21	$595,053.90		$119,010.78	$476,043.12
	TOTAL	**97**	**$2,748,582.30**		**$549,716.46**	**$2,198,865.84**

In accordance with Schedule 7 of the Policy, the value of concessions is capped at $500,000. As the value of the above concessions exceeds $500,000 the concession cap has been applied and the following concessions are applicable:

	Lots	Net Charge	Concession (%)	Concessions ($)	Charges Payable
TOTAL	97	$2,748,582.30	20%	$500,000 (capped)	$2,248,582.30

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 for DA-2011-218/B and on-site infrastructure requirements have been reviewed as part of the assessment process;
- Council's assessment is nearing the final stages for DA-2018-131 and there are no identified infrastructure issues which will impact the granting of this approval;
- A condition has been included as part of the officer's recommendation stating that the approved concessions are dependent on Council not incurring any additional infrastructure costs (including 'bring forward costs') to service the development;

- 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;
- 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 Stages 4B3, 4B4, 4B5, 5A1 and 5A2 of Plantation Palms for DA-2011-218/B and DA-2018-131:

a) Concessions of 20% (capped at $500,000) to be applied against the net charge amount identified on the Infrastructure Charges Notices for:
    a. DA-2011-218/B - Stage 4B3, 4B4 and 4B5; and
    b. DA-2018-131 - Stage 5A1 and 5A2.

AND THAT the approval of the concessions is dependent on:

b) The lots being registered by 10 April 2021.

c) No additional infrastructure costs incurred by Council (including establishment and bring forward costs).

d) The developer utilising local contractors and suppliers.

e) Infrastructure charges concessions are only applicable against the net charge amount calculated following the subtraction of any offsets (+ annual adjustments).

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

Cr Bonaventura queried when are the fees due and payable.

The Director Development Services (DDS) responded that the standard process for payment is that the Infrastructure Fees are to be paid prior to the sign off of the Survey Plan.

Cr Walker queried in relation to the condition to utilise local suppliers and contractors, how does Council judge if the applicants are maximising locals or not.

The DDS took the question on notice and will forward the information after the meeting.

Cr Bella following-on from Cr Walker, if the applicant is not utilising local supplies and contractors, can a revision of the discount provided and does Council have the power to remise.

The DDS noted that the fees are payable after the construction of the development and via inspections throughout the construction period Council would become aware if local contractors and suppliers were not being used.

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Camm **Seconded Cr Casey.**

Cr Camm spoke in support of providing the discount to the applicant and noted that it is encouraging to see the continued change of economic times for the Region.

CARRIED

11.7 FACILITATING DEVELOPMENT IN THE MACKAY REGION POLICY - SHD PTY LTD - RECONFIGURING A LOT - KERRISDALE GARDENS ESTATE - STAGES 3 & 4

Author Principal Economic Development Officer

Purpose

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

Related Parties

- SHD Pty Ltd as Trustee for the SHD Unit
- Cardno HRP

Background/Discussion

The proposed development is for Stages 3 and 4 of the Kerrisdale Gardens residential estate located off Norwood Parade, Beaconsfield.

The development of these stages will result in the delivery of 87 residential allotments and associated works including earthworks, roadworks, footpaths, sewer, water, stormwater, electrical and NBN.

Two approved development applications (DA-2017-80 and DA-2018-10) relate to the delivery of the development and the provision of the below lots:

- DA-2017-80 – Stage 3 – 39 lots
- DA-2018-10 – Stage 4 – 48 lots

Two previous applications have been approved for the Kerrisdale Gardens Estate under Schedule 7 of the Facilitating Development Policy. The concessions approved for these previous approvals total $90,000 and the works relative to both approvals have been completed.

Incentive Requests

The applicant requested concessions under Schedule 7 of the *Facilitating Development in the Mackay Region Policy – Residential development in urban areas* (Policy) on 12 December 2018. Schedule 7 was removed from Version 5 of the Policy which was adopted by Council on 28 November 2018, however as the application was lodged prior to this date, assessment has been undertaken against Version 4 which was in effect at the time of lodgement. The following concessions have been requested:

- 20-35% concession on infrastructure charges:
  - Infrastructure Charges = $2,031,000
  - Requested concession = $538,950
- Service connection fee refund (maximum of $1,000)
- Delayed payment of Infrastructure Charges

As per Schedule 7, Infrastructure Charges may be reduced from 20% - 35% dependent on the proposed lot sizes, as outlined below:

- 20% – lots greater than 550m^2
- 30% – lots between 450m^2 and 549m^2
- 35% – lots less than 450m^2

In consideration of the concession request it is necessary to highlight that that the infrastructure charges applied to the development were calculated under the superseded Fair Value Charge rates. This is a notable consideration as the Fair Value Charge rates applied a lower charge rate than the Infrastructure Charges Resolution currently in effect. To this regard the provision of the concessions prescribed under Schedule 7 would result in the development receiving a significantly discounted rate compared to an application charged under the current Infrastructure Charge Resolution. A comparison of the charge rates applied between the Fair Value Charge rates and Infrastructure Charges Resolution is shown below:

Lot size	**Infrastructure Charge Resolution (currently in effect)**	**Fair Value Charge Rates (superseded)**
Greater than 550 m^2	$28,335.90	$25,200
450 – 549 m^2		$23,000
Less than 450 m^2		$21,000

As the infrastructure charges were levied at the already lower Fair Value Charge rates, it is proposed that the development not be eligible for the full concession rates prescribed under Schedule 7 of the Policy.

It is recommended that the application alternatively be eligible for a concession which provides a discounted amount equivalent to that of the discounted amount that an application charged under the current Infrastructure Charges Resolution is eligible for. The recommended concession rates are identified in bold below:

Lot size	Infrastructure Charge Resolution			Fair Value Charges		
	Per lot charge	Concession as per Policy	Discounted rate (per lot)	Pet lot charge	Recommended concession	Discounted rate (per lot)
Greater than 550m²	$28,335.90	20%	$22,668	$25,200	**10%**	**$22,680**
450 – 549 m²		30%	$19,835	$23,000	**14%**	**$19,780**
Less than 450 m²		35%	$18,418	$21,000	**12%**	**$18,480**

The above approach ensures that a consistent concession amount is supported for applications charged under either the Infrastructure Charge Resolution or Fair Value Charges framework.

The application of the amended discount rates as proposed above are supported by the Policy which is discretionary and seeks to support projects that will deliver the greatest economic benefits to the region. It is recommended that this approach continue to be adopted for all applications which have charged levied under the superseded Fair Value Charge rates.

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
Timing of development Lots are registered within 2 years.	Construction of the two stages is expected to commence and be finalised in accordance with the below: <u>Stage 3:</u> Commencement of Construction – Jan 2019 Commencement of Use – Oct 2019 <u>Stage 4:</u> Commencement of Construction – Oct 2019 Commencement of Use – Oct 2020
Non-Government Development	Yes
Infrastructure capacity	<u>Stage 3:</u> Offsets are in place for the construction of trunk infrastructure relating to Norwood Parade. In accordance with the 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. 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. The use of this methodology will ensure that the granting of concessions does not introduce any additional infrastructure costs to Council. <u>Stage 4:</u> Based on the approved Development Permits the proposed development can be serviced without requiring trunk infrastructure upgrades. The development requires extension of local services to service the subdivision.

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**
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.	• 87 residential allotments • Estimated construction costs $5.455 M • Based on Council's economic modelling, from a direct injection of $5.455 M (construction costs), flow on economic output will be $5.431 M totalling $10.886 M economic impact. • The applicant has committed to utilising local consultants and contractors.
Employment Generation	• Economic modelling indicates the project will generate 7 direct and 18 indirect jobs, totalling 25 jobs during construction. • The applicant has provided information supported this modelling by proposing that there will be approximately 54 construction jobs supported throughout construction of the two stages, in addition to ancillary jobs such as survey, inspections, suppliers and promotions. • The applicant has committed to utilising local contractors and suppliers.
Applicable Area Appropriately zoned land located within the Priority Infrastructure Area.	The development is on appropriately zoned land.
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 industry sectors.

The applicant has proposed that the development will deliver immediate benefits to the Mackay region economy through:

- Generating immediate employment opportunities in construction and supporting industries.
- Facilitating efficient use of existing land and infrastructure;
- Providing residential choice and affordable housing options for existing and new residents to Mackay.
- Expansion of Council's rate base generating additional rates revenue for the benefit of Council and the community.

Consultation and Communication

Development Assessment has considered the development applications 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 an infrastructure charge of $2,031,000 (+ annual adjustments).

As the infrastructure charges were levied at the already discounted Fair Value Charge Rates, the development is not eligible for the full concession rates provided in Schedule 7 of the Policy. The development is instead eligible for concession which reduce the infrastructure charges to an amount equivalent to the discounted rate that applications charged under the current Infrastructure Charges Resolution are eligible for.

In accordance with the above, the application is eligible for the following concessions:

DA Ref	Lot Size	Lots	Net Charge ($)	Concession (%)	Concession ($)	Charges Payable
Stage 3 DA-2017-80	550 m2 +	32	806,400	10 %	80,640	725,760
	450 – 549 m2	4	92,000	14 %	12,880	79,120
	<450 m2	3	63,000	12 %	7,560	55,440
Stage 4 DA-2018-10	550 m2 +	8	201,600	10 %	20,160	181,440
	450 – 549 m2	14	322,000	14 %	45,080	276,920
	<450 m2	26	546,000	12 %	65,520	480,480
	TOTAL	**87**	**$2,031,000**	**-**	**$232,040**	**$1,799,160**

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:

- Existing development approvals are in place and on-site infrastructure requirements have been reviewed as part of the assessment process;
- 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.
- A condition has been included as part of the officer's recommendation stating that the approved concessions are dependent on Council not incurring any additional infrastructure costs (including 'bring forward costs') to service the development;
- 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;
- 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 Stages 3 & 4 of Kerrisdale Gardens for DA-2017-80 and DA-2018-10:

a) Concessions of approximately $232,040 (10% - 14% per lot) to be applied against the net charge amount following the subtraction of any offsets (+ annual adjustments), identified on the Infrastructure Charges Notices for DA-2017-80 & DA-2018-10.

b) The above infrastructure charges concessions are only applicable against the net charge amount calculated following the subtraction of any offsets (+ annual adjustments).

c) Reduction in water and sewer service connection fees (50% discount up to a maximum of $500 for each service), applied at the time when the fees would be payable for the activity.

d) Delayed payment of infrastructure charges, payable at the sale of each lot or within 12 months of sealing of Survey Plan by Council, whichever occurs first, subject to a suitable agreement with Council.

AND THAT the approval of the concessions is dependent on:

a) The lots being registered by 10 April 2021.

b) No additional infrastructure costs incurred by Council (including establishment and bring forward costs).

c) The developer utilising local contractors and suppliers.

d) The concession amounts will be calculated in accordance with the following concession rates at the time of payment:
- 10% concession for lots greater than 550m^2
- 14% concession for lots between 450m^2 and 549m^2
- 12% concession for lots less than 450m^2

e) Infrastructure charges concessions are only applicable against the net charge amount calculated following the subtraction of any offsets (+ annual adjustments).

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Casey **Seconded Cr Walker.**

Cr Casey stated that it is encouraging to see the continued change of economic times for the Region.

CARRIED

11.8 ADOPTION OF COUNCIL POLICIES

Author Manager Governance & Safety

Purpose

To present the following Council Policies consideration and adoption:

1. Standing Orders;
2. 052 - Drinking Water Quality 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

Following the adoption of the Standing Orders on 13 February 2019, several minor changes were identified to be amended. These amendments include the number of times where Councillors may speak to an item and conduct during a meeting (re-instating to two times per previous Standing Orders, noting that this was missed from more recent copy by mistake), and also reinstating some of the protocols previously removed but not specifically covered by the Model Meetings Procedures State document. The Standing Orders have been put back up to Council for readoption.

In relation to the Drinking Water Quality Policy, only minor administrative amendments have been made as part of the review process.

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 policies will not require additional resources beyond those currently budgeted.

Risk Management Implications

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

Conclusion

It is recommended that Council adopt the following Council policies:

1. Standing Orders;
2. 052 - Drinking Water Quality Policy

Officer's Recommendation

THAT Council adopt the following Council policies:

1. Standing Orders;
2. 052 - Drinking Water Quality Policy

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Camm **Seconded Cr Walker.**

Cr Camm spoke in favour of the adoption of the policies.

CARRIED

12. RECEIPT OF PETITIONS:

12.1 PETITION - PRIORITISE THE CONSTRUCTION OF AQUATIC FACILITIES IN THE NORTHERN BEACHES

Author Chief Executive Officer

Purpose

A petition was received by Council on the 4 April 2019 and relates to a request that consideration be given to prioritise the construction of aquatic facilities in the Northern Beaches as per the recommendations of the final draft report "Mackay Regional Aquatic Strategy" and in line with Council's Corporate Plan ensuring an equitable focus.

Related Parties

Listed petitioners per the attached Petition.

Background/Discussion

In terms of Council's Standing Orders, for consideration of a Petition at a meeting no debate is undertaken on the Petition itself, with the only motion which may be moved being:

(a) the petition be received, and consideration stand as an order of the day for:
  (i) the meeting; or
  (ii) a future meeting; or

(b) the petition be received and referred to the Chief Executive Officer for consideration and a report to the local government; or
(c) the petition not be received.

The petitioners request that prioritisation be given to the construction of aquatic facilities in the Northern Beaches, as per the recommendations of the final draft report "Mackay Regional Aquatic Strategy" and in line with Council's Corporate Plan ensuring an equitable focus.

The petition meets the requirements as per the Standing Orders, in that it is legible and has more than 25 signatures.

Consultation and Communication

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

Resource Implications

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

Risk Management Implications

NIL.

Conclusion

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

Officer's Recommendation

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

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

Council Resolution

THAT the Officer's Recommendation be adopted.

Moved Cr Gee **Seconded Cr Casey.**

Cr Gee spoke in favour of receiving the petition for investigation.

CARRIED

12.2 PETITION REQUEST FOR 2019/20 BUDGET FUNDING FOR CONSTRUCTION OF FORMALISED BOAT RAMP

Author Chief Executive Officer

Purpose

A petition was received by Council on 29 March 2019 and relates to a request for funding in the 2019/2020 Council budget to allow for construction and completion of a formalised boat ramp at Seagull Street, Slade Point.

Related Parties

Listed petitioners per the attached Petition.

Background/Discussion

In terms of Council's Standing Orders, for consideration of a Petition at a meeting no debate is undertaken on the Petition itself, with the only motion which may be moved being:

(a) the petition be received, and consideration stand as an order of the day for:
    (i) the meeting; or
    (ii) a future meeting; or

(b) the petition be received and referred to the Chief Executive Officer for consideration and a report to the local government; or
(c) the petition not be received.

The petitioners request that Council considers funding in the 2019/2020 budget to allow construction and completion of a formalised boat ramp at Seagull Street Slade Point.

The petition meets the requirements as per the Standing Orders, in that it is legible and has more than 25 signatures.

Consultation and Communication

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

Resource Implications

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

Risk Management Implications

NIL.

Conclusion

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

Officer's Recommendation

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

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

Cr Mann questioned that Council would be doing the construction of the car parking component only.

The CEO noted that typically the water side is the State Government and Council is the land side and this will be noted within the report back to Council.

Council Resolution

THAT the Officer's Recommendation be adopted.

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

Cr Gee spoke in support of receiving the petition.

CARRIED

13. TENDERS:

Nil

14. CONSIDERATION OF NOTIFIED MOTIONS:

Nil

15. PUBLIC PARTICIPATION:

The Mayor welcomed the members of the public who had registered to speak to this item on the agenda today and provided an explanation on the procedure of public participation as outlined in Council's Standing Orders.

Mrs Jan Beencham of Andergrove queried why there had been an increase in the green waste charges and suggested additional vouchers be included with the Rates Notice. Secondly Mrs Beencham, on behalf of the Scope Club, queried if Council would inform them of an Indigenous Elder to be invited to the opening of the conference in June.

The Mayor referred Mrs Beencham queries to the CEO to make contact after the meeting.

Mrs Jeanette Campbell of Lamberts Beach, raised the works being done at Lamberts Beach and if the work could have been done in sections instead of all at once. Mrs Campbell queried when the works may be complete as the National Scope Club conference is being held in the area in June.

The Mayor referred Mrs Campbell's queries to the CEO to provide the outline of the works being conducted on Lamberts Beach and the expected date of completion.

The CEO advised that the works at Lamberts Beach will be completed by the end of May.

16. LATE BUSINESS:

Cr Mann on behalf of the Friends of the Morag McNichol Reserve, passed on to officers the gratitude from the group to the Natural Environment Team and the Habitat Restoration Team for their continued work and willingness to work together.

Cr May and Cr Mann attended the launch of the Heritage Festival in Brisbane and read a passage of text from the Speaker Professor John Schofield. Cr May to circulate a copy of the quote to all Councillors.

Cr Gee advised that on this coming Saturday at the Mackay Sugar Bowl, the first heat will be run for the Skate competition in the lead up to the State competition later in the year.

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 matters relating to:-

Confidential Item	Reason for Meeting Closure
• **ITEM 17.1** - DRAFT MEETING MINUTES - PRIORITY DEVELOPMENT AREA ADVISORY COMMITTEE (PDAAC) MEETINGS - FEBRUARY & MARCH 2019	h) other business for which discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.
• **ITEM 17.2** - COMMERCIAL FEES AND CHARGES 2019/2020	c) the Local Government's Budget

Moved Cr Camm **Seconded Cr Casey.**

CARRIED

11:15 am - The meeting be closed to the public.

THAT the meeting be reopened to the public.

Moved Cr Camm **Seconded Cr Casey.**

CARRIED

11:30 am - The meeting was reopened to the public.

17.1 DRAFT MEETING MINUTES - PRIORITY DEVELOPMENT AREA ADVISORY COMMITTEE (PDAAC) MEETINGS - FEBRUARY & MARCH 2019

Confidential

Council Resolution

THAT the draft meeting minutes lay on the table.

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

CARRIED

17.2 COMMERCIAL FEES AND CHARGES 2019/2020

Confidential

Council Resolution

THAT in accordance with the Local Government Act 2009, Council adopts the Commercial Fees and Charges Schedule for the MECC, Mackay Stadium and the Sugar Shed Group Tour as attached, to take effect from the 1 July 2019

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

CARRIED

18. MEETING CLOSURE:

The meeting closed at 11.31 am.

19. FOR INFORMATION ONLY:

APPENDIX / ATTACHMENTS

Mackay Regional Council
Traffic Advisory Committee

MINUTES OF MEETING

Friday, 22 March 2019
Venue: Engineering Conference Room

Attendance: **Cr. Karen May (Chairperson), Jason Devitt (MRC), Cr. Kevin Casey (MRC), Cr. Lawrence Bonaventura (MRC), Simon Robinson (QPS), Ross Macdonald (TMR), Sugunakar Gogula (TMR), Michelle McLean (Translink), Graeme Hawes, Wayne Amos and Jacob Williams (MRC)**

Apologies: **Jason Devitt (MRC)**

Meeting Opened: **1.05 pm**

ITEMS	COMMENTS	ACTION / RECOMENDATION	DATE TO BE COMPLETED
• **Confirmation of minutes**	Minutes of 24 November 2017	Endorsed	N/A
Matters Arising from TAC Meeting on 24 November 2017			
Signage issues raised by Queensland Police have mostly been addressed with some further investigations required with respect to Glenpark Street 60 km/h sign and School Zone signage.	MRC advised Investigations continuing.	Installation Complete	N/A
Digital Advertising Signage	Manager Development Engineering was invited to attend to discuss item. Due to conflicting meetings, he was unable to attend	**Action: Hold over for next meeting**	**DE to present proposed policy for TAC review**

ITEMS	COMMENTS	ACTION / RECOMENDATION	DATE TO BE COMPLETED
Broad Street and Anzac Street Signals	Cr May advised that a compliant had been received regarding the turning arrows and timing at this intersection, causing long queuing of traffic during the afternoon school run. Discussions around the intersection and the traffic issues being experienced, light triggers etc. Noted the Bus route via Lee Street.	**Action: TMR to investigate arrows timing and the triggers and feedback on outcome of investigations**	**Next TAC Meeting**
Campwin Beach Road - Speeding Issue - Police Enforcement Requested	Several complaints received. Investigations have been undertaken with the traffic counters set up. Motorists are doing 10-15kms over when entering into the residential area. Speed reduces from 80, 60 to 50 within a short amount of space. Recommending Signage adjustment and removal of 60kmph zone. 80kms commences at Highway, the additional of a 50km Zone Warning sign prior to residential area. Requested QPS presence to assist motorists to bring speed back. TMR advised that Transition zones are required when the speed is reduced by 30km or more between signs.	**Action: Recommendation supported. Removal of 60km zone and installation of 50km/h Ahead signs.**	**Completed**
Speed Management Committee Reports a) Crowleys Road. b) Glendaragh/Holts Road. c) Eimeo Road. d) Mackay Habana Road.	Crowleys Rd Reviewed and considered criteria base and recommended for 60km. 50km is not reasonable and would need to be posted. Agreed and report Signed by Committee. Recommendation: Post at 60km. Glendaragh/Holts: Members were advised that the review speed limits and prevailing speeds on Holts Road based on QLIMITs assessments and traffic count speed assessments at this	**Action: All speed reduction recommendations endorsed.**	**WA to confirm SRC Recommendation report has been signed and circulate for completion and ensure works memo's issued an complete for resulting speed changes**

ITEMS	COMMENTS	ACTION / RECOMENDATION	DATE TO BE COMPLETED
	locations. The following recommendation was presented to the Traffic Advisory Committee: *"That the existing 80 kph speed limit be extended form the 60 kph at the Bunnings Roundabout to a position west of Pioneer St. This is to include both directions of travel.* *The 100 kph limit should be maintained for the remainder of Holts Road."* Members reviewed the recommendation and supported conclusions Mackay Habana Road: TMR conducted investigation. Posted at 100kmph, approach to round-about has a very short 60km posted, and a short 80km posted. Area is continuing to be developed. Short 80 zone (between Dawson and Shuttlewood). Since the design process a number of accesses have been built. Proposing to move 80km sign to near Bovey Rd & Glenella-Richmond Rd (change of 1.1kms). This move would also allow for a safer entry onto the road for vehicles as there is a slight hollow in the road where only a vehicles roof is visible. Based on usage recommending extension of 80kmph zone by 1.1km Recommendation Agreed by Committee. <u>Eimeo Rd</u> 12-13,000 vpd along 2.km length of road increasing from 60km at Old Eimeo Rd to 80 back to 60km at Blacks Beach Rd roundabout. Current signage is placed within 800ms, under the minimum allowed.		

ITEMS	COMMENTS	ACTION / RECOMENDATION	DATE TO BE COMPLETED
	To allow consistent speeds along section of road, recommending 70kms for whole section (Carl Crt – Blacks Beach Rd). Feel that 60km is too low for area. Additional signage and duplicate current warning signage. Recommendation Agreed by Committee Mackay-Habana Road Discussed earlier in meeting.		
• **Agenda Items**			
Nebo Road Heavy Vehicle Parking	**Background** At the Traffic Advisory Committee Meeting dated 24 November 2017, a report regarding the formalisation of on-street truck parking was proposed, and has been accepted by Council, subject to consultation with effected residents. **Discussion** A total of 51 letters has been sent to residents and property owners of which 6 responses were received. Contact with some property owners/residents was made and while opposed to any on-street truck parking, the following compromise most acceptable is as follows: • On-street Truck parking must be as limited as close to Nebo Road as possible. • The absolute minimum distance clear from residential properties is 10m with the preferred minimum of 20m. A review of the survey details from moteliers has revealed that the expected average demand for Truck parking is approximately 8 vehicles per night, based on an assumption	**Action: The Committee endorsed the proposed HV Parking zones and subject to Council approval issue correspondence indicating the propose areas to impacted land owners and motel operators with a view to installation unless significant objections.** **Note: Translink confirmation on no bus rote conflicts received.**	**Subject to Council approval letters to be issued to residents with reasonable response period then installation memo's to be issued**

ITEMS	COMMENTS	ACTION / RECOMENDATION	DATE TO BE COMPLETED
	from moteliers that the frequency of Truck Parking demand is any 3 nights in 7. As such the 95th Percentile Truck Parking Demand is approximately 12 bays. A total of 42 potential Truck Parking sites have been identified. Further review has reduced the total sites to 12 Truck Parking Bays, relatively evenly spread along the length of Nebo Road. It is envisaged that this is the minimum number of Truck Parking required to provide access for the majority of the time, while reducing the impact on residential properties as much as possible. Rough Sketches are attached indicating proposed locations of Truck Parking Zones. Typically these bays will be 12m x 2.6m bays, allowing for rigid trucks. Advice recived through consultation is that 19m semi trailers do not require parking as these vehicles are usually parked within the Paget Industrial Area. The committee is requested to review, discuss and make recommendations for the formalisation of Truck Parking Zones. Tranlsink advise checks on bus routes conflicts to be undertaken		
50 km/h Speed Limit Sign – East Point Drive	Receiving speeding and hooning complaints on East Point Drive which is a default 50 km/h built-up area. However, as development is only on one side, generous pavement width and linemarking give the impression that the speed limit is greater than 50 km/h. In general the DTMR, MUTCD, Part 4, Speed Controls does not permit the 50km/h default speed limit to be posted within a built-up area. However, where the function of a road is such that motorists are likley to travel at higher speeds due to the perceived higher speed environment, the posting of 50 km/h signage is considered to be appropriate.	**Action: That the Committee endorse erection of 50 kph regulatory signage and that the complainant be advised of the outcome following Council approval**	**Subject to Council approval works memo to be issued and correspondence to be sent to complainant**

ITEMS	COMMENTS	ACTION / RECOMENDATION	DATE TO BE COMPLETED
	As there can be a reasonable argument that the road environment encourages higher speed, and that as the area provides beach access and park facilities, a higher speed limit would not be appropriate. Accordingly, the posting of 50 km/h speed limit signage on east Point Road is considered to be warranted.		
Police Enforcement requests: Gorman Street, Bakers Creek – Speed Complaint Ocean View Crescent – Hooning/Unlicensed Driving Shoal Point Road – Unlicensed Riders and Unregistered Vehicles	QPS aware of the information. Excess speed and unlicensed/unregistered vehicles.	**Action: Committee request QPS enforcement activities as part of rounds**	**Ongoing**
Ocean View Crescent – Criteria Based Speed Assessment.	**Purpose** To seek the opinion of Committee Members regarding the appropriateness of the existing 40 km/h posted speed limit on Ocean view Crescent. **Background/Discussion** Council has received a complaint of speeding from a resident of Ocean View Crescent which is posted as a 40 km/h speed zone. It is noted that the 40 km/h speed zone is not consistent with the MUTCD, Part 4, Speed Controls. **Speed Limit Review – Criteria Based** Ocean View Crescent is an Access road providing access to a rural residential area, as defined in the MUTCD Part 4, Speed Controls. Accordingly, the determination of a speed limit for Ocean View Crescent is criteria based.	**Action:** **Recommendation that a 60 km/h speed limit be recommended for adoption by the Speed Management Committee.**	**Subject to Council approval that a SRC recommendation report be circulated for endorsement and works memos be issued for installation**

ITEMS	COMMENTS	ACTION / RECOMENDATION	DATE TO BE COMPLETED
	Ocean View crescent is a minor rural access approximately 650m in length with two vertical curves with 1-2 road side accesses per 100m. The typical speed limit according to Appendix B, is 60 km/h. **Resource Implications** The estimated cost for the installation of 60km/h speed signage is in the order of $500. **Conclusion** The criteria based assessment recommends a speed limit of 60 km/h. Ocean View Crescent is an Access road in a Rural Residential area and meets the criteria according to the MUTCD Part 4 Speed Controls.		
Mountney Road – Criteria Based Speed Assessment – Full Length.	**Purpose** To seek the opinion of Committee Members regarding the appropriateness of the existing 100 km/h speed limit on Mountney Road Sarina, and determine whether a reduction in the default rural speed limit is warranted. **Background/Discussion** Council has received a resident request for a reduction in the speed limit on Mountney Road Sarina. **Speed Limit Review – Criteria Based** Mountney Road Sarina is a collector road providing access to properties and other roads, as defined in table A3 of MUTCD Part 4, Speed Controls. **Road Hierarchy is Rural Collector Road** Approximately 1,878m long, 3-4m wide undivided sealed road and approximately 825m of gravel MRC maintained road.	**Action:** **That an 80 km/h speed limit be recommended for adoption by the Speed Management Committee for the sealed component of Mountney Road only.**	**Subject to Council approval that a SRC recommendation report be circulated for endorsement and works memos be issued for installation**

ITEMS	COMMENTS	ACTION / RECOMENDATION	DATE TO BE COMPLETED
	Gravel starts 50m south of Moonlight Dr and warning sign is located 70m south of Moonlight Drive. Also, a no through road sign is located south of Moonlight Drive. Geometry of the road consists of one crest and curve both marked with warning signage. Advisory speed of 70km/hr for the curve. The remainder of the road has adequate sight lines and standard elevation and curves. 70km/h advisory and curve sign is located at the driveways of #89 for southbound traffic and #118 for northbound traffic Crest warning signage is located at the driveways of #51 for southbound traffic and opposite #81 for northbound traffic. Moonlight Dr has a 50km/h posted speed limit with crest advisory speeds of 40 and 45km/h. Installed as part of the development I would suggest. No other side streets have posted speed limits. 12 properties on the eastern side use the road for access with 2 connecting roads 10 properties on the western side use the road for access with 1 connecting road QLimits Field Data Form attached & Form2 Report from website. An acceptable typical speed limit per Table B3 Rural Environment is 80 km/h: <1 accesses/100m **Traffic Count Data** Installed 220m from Sarina Beach Rd. ADT 320vpd 85th Percentile Speed 83.9 km/h		

ITEMS	COMMENTS	ACTION / RECOMENDATION	DATE TO BE COMPLETED
	Upper limit of 20km/hr pace 82 km/h As per table C2 suggested speed limit is 80km/h based on traffic count data Gravel Section counter 220m south of Moonlight Dr ADT 68vpd 85th Percentile Speed 68.49 km/h Upper limit of 20km/hr pace 60 km/h **Resource Implications** The estimated cost for the installation of 80 km/h speed signage is in the order of $500. **Conclusion** The criteria based assessment in conjunction with MUTCD Part 4 Speed Controls indicates a speed limit of 80 km/h is an appropriate speed given the location, current use and environment the road is situated in. A full analysis report has also been completed.		
Speed Limit Review – Mackay Eungella Road from chainage 15.6 to 16.357	**Background** Recommendation and SLR from TMR for extension of 50 Kph zone beyond Marian Shopping centre High conflict zone and subject to regular complaint	**Action:** **That an extension of the existing 50 kph zone on Mackay Eungella Rd at the Marian Hampden intersection from Chn 15.6 to 16.357 be recommended for adoption by the Speed Management Committee.**	**Subject to Council approval that a SRC recommendation report be circulated for endorsement.**
Speed Limit Review – Mackay-Bucasia Road from chainage 7.223 to 10.165	**Background** Recommendation and SLR from TMR for extension of 70 Kph zone from Ch 7.223 – 10.165 converting the current 80 kph zone to Downie Avenue to 70 kph	**Action:** **That a modification of the existing 80 kph zone to 70 kph on Mackay Bucasia Rd from from Ch 7.223 – 10.165 be recommended for adoption by the Speed Management Committee.**	**Subject to Council approval that a SRC recommendation report be**

ITEMS	COMMENTS	ACTION / RECOMENDATION	DATE TO BE COMPLETED
	High conflict zone and crossing pedestrian movements		**circulated for endorsement.**
Speed Limit Review Maraju Yakapari Rd, Dumbleton	**Background** Recommendation and SLR from TMR for a reduction in posted speed limits on Maraju Yakapari Rd Dumbleton from Barclays Rd from the posted 100 kph to an 80 kph speed zone High risk assessed zone	**Action:** **That a modification reduction in posted speed limits on Maraju Yakapari Rd Dumbleton from Barclays Rd from the posted 100 kph to an 80 kph speed zone be recommended for adoption by the Speed Management Committee.**	**Subject to Council approval that a SRC recommendation report be circulated for endorsement.**
Speed Limit Review Mackay Eungella Road, Miranni	**Background** Recommendation and SLR from TMR for a reduction in posted speed limits on the urban section of Mackay Eungella Rd within Mirani converting and extending the current 60 kph zone to 50 koh and extending its operation west to past the Platypus Beach entry. High conflict assessed zone and some over speed entry to the zone because of high adjacent road speeds an also subject to complaints regarding pedestrian conficts for children attending the High School	**Action:** **That a modification reduction in posted speed limits on the urban section of Mackay Eungella Rd within Mirani converting and extending the current 60 kph zone to 50 koh and extending its operation west to past the Platypus Beach entry be recommended for adoption by the Speed Management Committee.**	**Subject to Council approval that a SRC recommendation report be circulated for endorsement.**
General Busines	• Concerns with signal phase operation Malcomson Glenpark • Concerns with signal phase operation Paradise Bridge • Sarina Beach Rd at Campwin Beach Rd intersection – Overhanging Trees in road reserve impacts on transfer of bushfires	• Phasing and activation to be checked MRC • Phasing and activation to be checked MRC • TMR to investigate treatment	**MRC Action** **MRC Action** **TMR Action**

ITEMS	COMMENTS	ACTION / RECOMENDATION	DATE TO BE COMPLETED
Next meeting	28 June 2018		
Meeting closed: 2:15pm			

Minutes

Combined Museums Meeting
Tuesday 12 March 2019
Jubilee Community Centre - Sarina Meeting Room – 9.30am to 12.30pm

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Meeting Chair: **Cr Karen May (CKM)**

Attendance: **Cr Karen May (CKM), Angela Hays (AH) - Manager Community Lifestyle MRC , Robert Ryan (RR) - Senior Coordinator Community Programs MRC, Brian Osborn (BO) Museums Co-ordinator MRC, Shona Norris (SN) - Community Programs Assistant, Melanie Piddock (MP)- Queensland Museum Network, Caitlin Davies (CD) – Human Resources Advisor – Volunteers, Jenny Boswood (JB) & Caroline Scott (CS) – Sarina Museum, Steven Pritchard (SP) – Mackay Museum, Carmel Kelly (CK) & Leonie Fanning (LF) – Pioneer Valley Museum, Sandra Field (SF) – Greenmount Homestead,**

Apologies: **Cr Fran Mann (CFM), & Vicky Bowden Greenmount Homestead (VB), Nicholas McDougall (NM)**

Opened: **9.30am**

Item No.		Items & Discussion	Actions
1.	Standing Item	**Welcome**	
		• Chair (CKM) welcomed everyone to the meeting. • Acknowledgement of Country • Apologies – (CFM), (VB) & (NM) • Introductions around the room	

Item No.		Items & Discussion	Actions
2.	Standing Item	**Previous Minutes**	
		• Minutes of the Meeting on 20 November had been circulated. • Key safe at Greenmount has been relocated from the back of Gloria's area to the laundry. • Ladders still under review. Each Museum to be looked at. Looking to share ladders if possible. • TOR was reviewed at last meeting and updated. Has now been finalised and accepted.	RR - Still ongoing
3.		**Co-ordinator position update**	
		• Newly appointed Co-ordinator has had to withdraw from offer. • Position Vacancy went out again last week. Closes 21/03/2019. • Continue to contact RR, when BO not available.	
4.		**HR Advisor - Volunteers**	
		• Caitlin Davies introduced herself. • Caitlin will be focusing on setting up the frame work for inductions / safety and recognition to reduce & eliminate risks and increase safety for MRC and Volunteers. Volunteer roles are so diverse within MRC, the need for consistency across MRC is apparent. There are 12 formal volunteer groups within MRC as well as a quite few informal groups. Caitlin is also in the process of calculating the true worth of Volunteers. • RR handed out new Volunteer Details Form. It is a requirement for all volunteers to complete the form and return to RR. This form is the minimum standard to be covered by insurance. • All volunteers should have a sign in/out register and be signing in and out when on shift. • Inductions (in process) – ideally in video - will be a welcome and will highlight safety issues and processes. Site specific inductions will also need to be completed at each museum site. Looking	All Volunteers to fill out and return Volunteer Details Form to RR. If you need a copy contact RR

Item No.		Items & Discussion	Actions
		at updated Inductions to be completed annually. • Caitlin will not be directly leading Volunteers. She will be implementing processes and records to support MRC and Volunteers. • Due to issues with being incorporated and not covered by MRC insurance, has led to some museums looking at un-incorporating. This will mean that MRC will cover all running costs of Museums.	Museums wanting help with un-incorporation please contact RR. Robert will organise meeting with Cr's and groups.
5.		**School Tour Bookings**	
		• Online Booking form is complete and in use – on MRC website find it under FACILITIES/HISTORICAL CENTRES this will take you straight to the Museum Tour Booking Request page for all museums.	
6.		**Wedding Bookings**	
		• Online Booking form is complete and in use – on MRC website find it under FACILITIES/PARK WEDDINGS. Click on link under APPLICATION TO HIRE this will then take you to the Booking Form. This is managed by the Parks Team.	RR to get Field of Dreams on the system
7.		**2019 Pioneering Women display & display opportunities 2020**	
		• NM is no longer able to drive this project. This project will be parked until new co-ordinator on board.	
8.		**Conferences - Museum and Galleries conference – Cairns 17-20 September**	
		• As this conference is not specific to small museums, MRC will not be able to help with funding to attend.	

Item No.		Items & Discussion	Actions
	Standing Item	**Strategic Issues**	
9.		**Logo Mackay Regional Museums**	
		• Logos circulated. • Changes to logo were made after previous meeting's discussions. • Middle logo in Sepia colour was chosen by majority of group. • Logo to be used to promote all Museums	
10.		**Mackay Tourism**	
		• Mackay tourism are looking to hold a Volunteers morning tea, as an opportunity for Museums to promote any new displays.	Date to be advised Send paragraph/factsheet to RR.
11.		**Items discussed at Character and Heritage Committee – for information of museums**	
		• 85th Anniversary of the Town Plan will be displayed in the libraries. • 2019 Heritage Awards • Anzac and Armitage Day • Consider aligning meeting C&HCM and CMM to same day? Perhaps do a survey/get feedback? • Air Raid Shelter – Submissions – object/agree. • Heritage Signage – Storyboard/ heritage trail	
12.		Collections Policy	
		• MP took on board feedback and comments and made changes to the Collections Policy.	MP to send link regarding Policy Number 12.3

Item No.		Items & Discussion	Actions
		• MRC to standardise Oral History Forms.	
13.		WAMM	
		• Only attended by Mackay and Proserpine. It is more of a social networking opportunity & report on activities for the year. • Are we happy to continue? • Rotate meeting so not always going to Proserpine? • Change time/date of meeting? • Could this be used as training or Review Disaster Management Plan? • Cr May suggested to hold at JCC at a suitable date.	CK & MP to decide on suitable date & CK to send out to email list & Contact SN to Book JCC
14.		Model of Operation	
		• Museums to decide if staying Incorporated or look at de-corporation.	Contact RR to book meeting with Cr's if wanting to discuss further.
15.		Any Other Business	
		• MOU not needed if going to de-corporate. • Stories for Daily Mercury Individual name to be on stories. • Easter Egg Hunt at Greenmount? • Cleaning - ➢ Mould – Glenn 20 is best to stop mould growing – need to have an annual clean including walls, air conditioner, windows. ➢ Cleaners to come in at Greenmount	BO to co-ordinate

Item No.		Items & Discussion	Actions
		➢ Cleaning needs to be done regularly on a weekly/monthly and annual roster ➢ Scanners need to be cleaned with photo blower & Microfibre cloth – if you scan a mouldy photo you will need to clean scanner immediately after. (do not attempt to clean photo). ➢ Conservation Checking the ingredients of a Gecko and mould remover ➢ Always wear gloves • Snakes at Greenmount – signs have gone and need replacement • Friends of Greenmount – all issues to go to RR • Sarina Computers – MRC will need to maintain and replace once Museum un-incorporate and the assets are transferred to MRC • Pioneer Valley – Late Jan/Feb and again in March the roof leaked causing damage to roof, ceiling, carpet. Some items were already packed away due to Christmas closure. Items currently stored in the Blue River Day Care building. Currently turning people and schools away until issue is fixed. • MP suggested Property Services should be doing weekly check-ups in rain/weather events and or over closure periods. • Property Services should be using the sign in/out books when coming in to do any work. • MOASIC – ➢ New Version available. ➢ The MOASIC program is individual, each museum cannot access the other's. ➢ MRC currently looking at a corporate package (MOASIC do not have one). ➢ MRC not actively replacing the program at the moment. – it will be discussed in future. • Brian – ➢ Brian has been working closely with Gloria to transition. • Angela – ➢ Currently Brian has an undetermined leaving date due to the Co-ordinator role being	RR to follow up RR to follow up

Item No.		Items & Discussion	Actions
		readvertised.	
16.	**Standing Item**	**Dates for Future Meetings**	
		• 14 May 2019 Jubilee Community Centre	

Closed - **12.00pm**

Recorded By - **Shona Norris**

Mackay Regional Council
Sports & Recreation Advisory Committee Minutes
Sarina Room, Jubilee Community Centre
6pm, March 13, 2019

Attendees: **Chair- Cr Ayril Paton,** Cr. Justin Englert, Angela Hays, Leah Chambers, Liz Crane, Linda Single, Phillip Grobler, (MRC), Tracey Belbin, Daniel Bright (NPSR), Robert Cocco

Apologies: Cr. Kevin Casey, Richard Brown, David Lester, Greg Kliese, Jeanne Ronald, Lyn Law, Peter Lister, Shaun Phelan,

ITEMS	COMMENTS	ACTION/RECOMMENDATION	DATE TO BE COMPLETED
Meeting opened 6:08pm			
	Due to Quorum not being met, Cr. Paton decided to run through some items briefly for discussion.	Agenda items to be discussed at the next meeting- S&R	10 April 2019
Acknowledge and welcome new representative Robert Cocco	Robert Cocco joined committee as CEO of RDA MIW (Regional Development Australia Mackay- Isaac- Whitsunday). Having held the position since January 2019. Been in Mackay for 15 years, varied professional career. Last role was as CEO of Reef Catchments for 10 years, before running own consulting company for last two years. Focusing on sustainable supply chains. Believes RDA has an invested interest and there is a close relation between healthy communities and productivity and growth. As well as jobs associated with the Sport and Recreation sector, along with additional benefits such as sports tourism.		

Business arising from the previous minutes:			10 April 2019
Review of Terms of Reference for Committee	Liz Crane confirmed the proposed changes within the draft, from the original; - Alteration of wording from 'issues and opportunities" to "opportunities and direction" throughout the document Scope and Aim. - Inclusion of additional criteria for Representatives "An ability to effectively represent a cross section of community and interested stakeholder groups, including but not limited to; youth, health, education and access and inclusion" - Adjustment from Term of Membership membership will be discontinued if a member, or their delegate, fails to attend three (3) consecutive meetings. Omitting the addition of without prior notification. DB- Requested the additional note that NPSR are to be noted as advisory role only. And are therefore unable to be included in the committee quorum.	Draft proposal to be circulated for discussion at next meeting- S&R	
Review Draft- Sporting Achievement Acknowledgement Program	Liz Crane explained that no changes had been made. At the previous meeting discussion regarding a definition of a "significant period of time" had not been developed beyond the existing inclusion of school attendance or sporting development. Which would be at the discretion of the committee. And the inclusion of a criteria of "sporting history within the region" was ambiguous and eliminated popular inclusions for those born within the region.	To be discussed at next meeting- S&R Matrix examples to be supplied- DB	

	DB- Proposed inclusion of an assessment matrix. Therefore, allocating a weighted scoring system to address issues of residency. TB- Suggested that a 12-month period following a significant achievement should be extended. As Hockey Australia only allow inclusions to their hall of fame three years post retirement. AH- Questioned the necessity to wait. Proposing the want to celebrate accolades whilst in public conscious. DB- acknowledged that this is often practice in western communities as they wish to ground/retain athletes whom leave for their sport/career. TB- suggested that some athletes may not conducted themselves reputably. LC- Proposed that as there is a criterion for "demonstrate exemplary integrity, sportsmanship and character "it should be acceptable that this honour be revoked in such circumstances.		
AGENDA ITEMS			
Update on Mackay ARC	Linda Single provided a summary of the weekend's official proceedings. Noting the outcome of the Deputy PM and Mayors re-match on the track. Whilst awaiting official attendance numbers from Belgravia (operator). Noting that there was perceived good public attendance despite the weather. And that final landscaping was to be completed, however otherwise the project was delivered close to timeframe and within budget.		
Go Clubs	Angela Hays informed the committee that (in line with the strategy) Council has been investigating the potential to implement an		

	encouragement model such as "Go- Clubs", currently implemented in Cairns. DB- described the program as a 'carrot approach' with the stick component being the big incentive .		
Signage requirements and synergies within all clubs.	Cr. Paton raised the issue mentioned by Greg Kliese in the previous meeting. Suggesting that the committee may wish to consider what similar issues affect clubs. Allowing for consistency across the region. Liz Crane acknowledged the comments from Bridget Mather at the previous meeting. Proposing that engaging with relevant groups in a positive manner, promoting responsible behaviours would be more beneficial. Such as dog walkers or motorsports, as regulatory signage is ineffective without means of enforcement. Proposing process for provision of bags/bins for dog excrement. To which Cr. Paton cautioned cost implications. Angela Hays agreed standardised signage could be considered. Along with processes for applications to install.	S&R to discuss internally within Council	June 2019
Sporting facility and precinct locations presentation	Philip Grobler presented the spatial representation of the dataset used by Otium (the Consultant) for the Sport and Recreation Strategy. Noting the density of existing facilities and identifying future growth areas and noting areas of sufficient coverage and opportunities/ gaps in geo-spatial provision whilst comparing regional and district precincts.	To be presented at next meeting	10 April 2019
Sport & Recreation Strategy 2018- 2028 priorities and workshop **Facility Planning and Provisions actions**	Deferred to next meeting due to quorum not being met.		10 April 2019

General Business:	None proposed.		
Meeting closed: 19:50	Next meeting Wednesday April 10th		

MACKAY LOCAL DISASTER MANAGEMENT GROUP MEETING

Monday,18th March 2019
1.00 pm
Mackay Regional Council
Reception Room, Administration Building, MRC

MINUTES

Meeting Opened: 1:05pm

ATTENDEES	
AGENCY	**NAMES**
Mackay Regional Council	Cr. Greg Williamson
	Cr. Kevin Casey
	Bridget Mather
	Andrew Neil
	Kylie Lamb
	Mark Sleeman
	Helen Styles
	Kristie Brown
	Vicki Booth
CQ Rescue	Ian Rowan
Dalrymple Bay Coal Terminal (DBCT)	Sam Franettovich
Department Communities, Disability Services and Seniors (DCDSS)	Michelle McNamara
Department of Education	Kath Dixon
Depart. State Development, Manufacturing, Infrastructure and Planning (DSDMIP)	Michelle Hoban
Ergon Energy	Jade Hammer
Queensland Fire Emergency Services (QFES)	Russell Collier
	Carla Adams
Queensland Police Service (QPS)	Jeremy Novosel
	Mick Jones
Mackay Airport	Philip Clarke
Maritime Safety Queensland	Craig Ward
North Queensland Bulk Ports (NQBP)	Anthony Lee
Red Cross	Deb Cox
	Frank Frazer
Reef Catchments	Katrina Dent
State Emergency Service (SES)	Selina Neill
Sunwater	Jane Pott
Volunteering Queensland	Katherine Green

APOLOGIES	
AGENCY	**NAMES**
Mackay Regional Council	Craig Doyle
	Cr. Amanda Camm
	Cr. Karen May
	Cr Justin Englert
	Jason Devitt
	Nicole Davis
Department of Education	Kath Lalor
Ergon Energy	Dan Werthenbach
Mackay Health and Hospital Services (MHHS)	Shirley Edwards
Telstra	Rick Hospers
The Salvation Army	Captain Steve Spencer

Item No.	Topic
1	**WELCOME** - Chair - His Worship the Mayor, Cr Gregory Williamson The Chair thanked everyone for their attendance at this LDMG meeting.
2.	**MINUTES OF PREVIOUS MEETING** ▪ No business arising from the minutes dated 21 January 2019. **Moved: Russell Collier** **Seconded: Cr Kevin Casey** **CARRIED**
3.	**ACTION LIST** ▪ The action list was reviewed by the membership. Emergency Alert for Earthquakes - ongoing
4.	**CORRESPONDENCE** ▪ Outwards correspondence was received and noted by the LDMG.
	AGENDA ITEMS:
5.	**REPORTING: Agency Status Reports** Comments: • **MRC EM** report – o the Chair informed that himself along with Andrew Neil met with the A/Inspector General, Emergency Management (IGEM) to expand and provide further details on the submission to IGEM for the Bushfires review. Chair asked if anyone else had provided submissions and had the opportunity to meet with the A/Inspector General – Nil response o the Chair asked if we will use the CSIRO Emergency Situational Awareness (ESA) platform ▪ Andrew Neil advised that we will use it with Cyclone Trevor but Twitter is not widely utilised in Mackay. Chair asked if CSIRO will use Facebook - Andrew responded that Facebook is locked down with high security settings where as twitter isn't so you would only get limited information. • **North Queensland Bulk Ports** report – The chair was interested in the capital works program for access from north of port to Slade Point - o Anthony Lee showed the map of the proposed Northern access if the Southern access is compromised. This will be an all weather security access. They are limited to 1 road entry and exit point at this stage but can do beach and sea if needed. There are around 2,600 residents in the marina area that would need to be evacuated. o Chair asked if there is a timeframe for this to be completed – Anthony responded that this is still in the very early stage of conception. • **QFES** report – The chair asked if the ELO's were involved in the Volunteer Community Educators workshop that was recently held. Russell Collier advised not that he is aware of but that they did utilise them in the recent bush fires. Russell advised that Andrew Houley has conducted all the debriefs following the fires. • **Red Cross** report – The Chair commented on the good numbers of support provided from Red Cross. Deb Cross advised that this is an amalgamation of all areas • **SES** report – The Chair asked where the 10 SES volunteers were from that went to Townsville to help out. Selina advised they were from Calen, Mirani and Mackay, Chair congratulated SES on helping their colleagues during time of disasters.
6.	**BUSH FIRES** **Mackay Regional Council (MRC) – Andrew Neil** • Andrew advised that MRC were successful in securing funding for another 2 years for recovery – Helen Styles has been appointed to the role from 1/03/19. Recovery plan to be completed. Helen advised that she will be conducting community engagement to find "What they want/need". Following on from TC Debbie using the same contacts within the community as now know each other.

7	**MEMBERSHIP** Optus have requested to become an advisory member of the Mackay Local Disaster Management Group. Chair asked if anyone had any objections – There were no objections from the members. **Action: Respond back Optus to welcome them to the LDMG as an observer**
8	**SEVERE WEATHER EVENT CATALOGUE –** Carla Adams, EM Coordinator QFES • Held over till next meeting due to technical problems
9	**SPONTANEOUS VOLUNTEERS PROJECT** - Katherine Green, Senior Project Officer - Volunteering Queensland This project aims to: • *Support Councils in embedding strategies as outlined in the "Communities responding to disasters: planning for spontaneous volunteers" (AIDR) Handbook.* • *Build on learnings from the previous NDRP project to support Councils in establishing suitable models for the management of SDVs.* • *Develop volunteer management plans and Standard Operating Procedures (SOPs) to be applied to the coordination of SDVs.* • Kathryn is working with MRC in building the right Model for us – gave a quick overview of the three models (attached). Redlands and Townsville councils are also working with Kathryn on a Model to suit them. • Chair Williamson - with this topic dear to all our hearts, is there funding? – Kathrine advised her position is funded till October 2020 and the expectation is to have the Models, MoU and Exercises completed by then. • If you would like further information please email Katherine at Katherine.green@volunteeringqld.org.au **ACTION – VB to send the Slides out with Minutes**
10.	**GENERAL BUSINESS:** • Updating of LDMG Contacts – Emailed to group on 5 March 2019 – thanks to those that have responded and reminder to others to send updates back to Vicki – vicki.booth@mackay.qld.gov.au • Selina Neill would like to acknowledge Carla Adams being nominated for the IGEM International Womens Day Champion of Change Award, for which she received "Highly Commended". Carla was humbled in receiving the award and had thanked all those that nominated her. • Ian Rowan advised all that they are holding the **RACQ CQ Rescue Emergency Services Day** again this year on Sunday 28th April at Harrup Park 10-2pm. For more information give Hannah a call on 4998 5232 or head to the following website https://www.emergencyservicesday.com.au/
11	**NEXT MEETING** ▪ **Mon 13 May 2019** <u>Upcoming Meeting Dates:</u> ▪ Mon 5 August 2019 ▪ Mon 14 October 2019 ▪ Mon 9 December 2019
	MEETING CLOSED 1.55pm

Mackay REGIONAL COUNCIL

Community and Client Services

Monthly Review

March 2019

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1. Highlights of the Month

PROGRAM	PROJECT	DETAIL
COMMUNITY LIFESTYLE	Sarina Queensland Women's Week Dinner	Sarina Neighbourhood Centre celebrated Queensland Women's Week and International Women's Day by hosting a dinner to celebrate women in the community. 198 attendees celebrated the event for 2019.
	Domestic and Family Violence Funding	Community Programs are offering a one-off community funding round to support primary prevention events and activities. The fund offers applicants up to $3000 to support their intended activities.
MECC & EVENTS	Meetings and Events Australia (MEA) Conference	The team is currently representing the Mackay Region at the MEA Conference (32nd Annual Meetings and Events Industry Conference) in Brisbane.
	MECC attendance strong	So far for the year the MECC have achieved 79% of the targeted attendance for the fiscal year.
CORPORATE COMMUNICATIONS & MARKETING	Official opening of the Mackay ARC (Aquatic and Recreation Complex).	The team co-ordinated a very successful grand opening of the Mackay ARC on Saturday, March 9.
	Mayor's Charity Ball launch	The 2019 Mayor's Charity Ball was officially launched in March, coinciding with the start of advertising and promotion for this May 25 event.
	Community Engagement notifications	Community Engagement notifications sent to residents (for example, letters and brochures) can now be found on Connecting Mackay under connectingmackay.com.au/letters.
EMERGENCY MANAGEMENT	Category C funding	MRC was successful in receiving grant funding (Category C) from the Department of Communities to assist with recovery activities from the 2018 fires in Mackay and parts of the Isaac Regional Council areas.

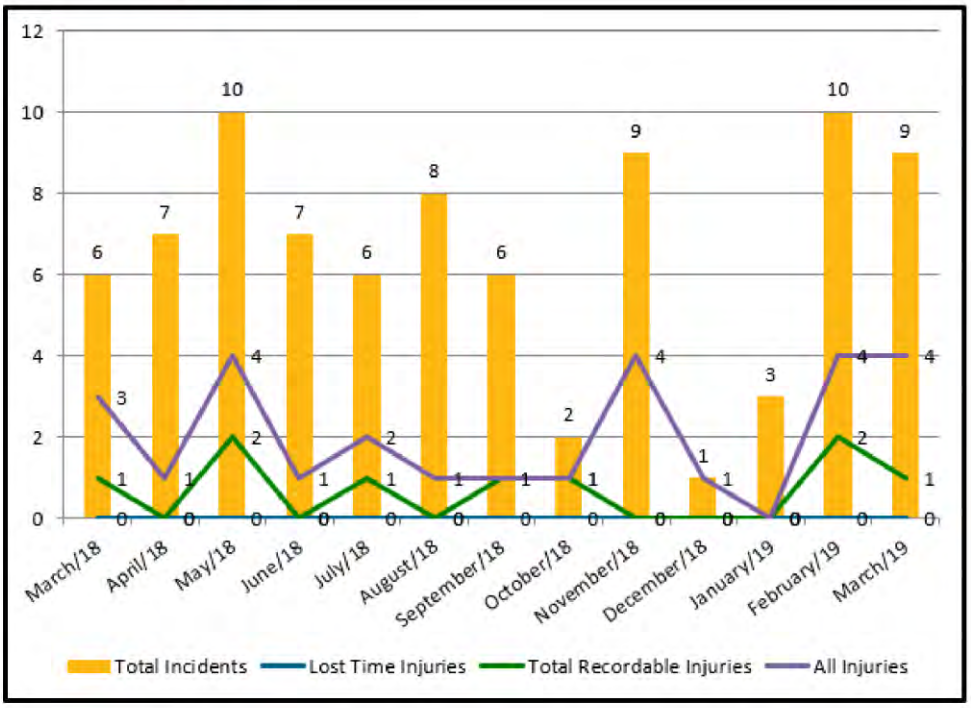
HEALTH & REGULATORY SERVICES	Community events	Autumn has seen the commencement of the region's outdoor event season taking place. Environmental Health Officers have been assessing increased numbers of applications and working with event organisers to assist with their events.
	Biosecurity education	Pest Management Officers held a Madeira Vine event at Finch Hatton and attended the Mackay Sustainable Grazing Forum at the MECC to increase awareness regarding regional biosecurity risks and available control methods.
	Mosquito breeding areas	Vector Control Officers have been working hard treating 527 hectares of mosquito breeding areas and responding to 42 mosquito nuisance requests from the public this month.

Bridget Mather
Director Community & Client Services.

2. Workplace Health & Safety Summary

Nine incidents were reported in March involving MRC employees, and members of the public.

Incidents and Injuries



Four injuries to MRC employees were reported in March:

- A public computer hard drive fell from frame, landing on foot.
- A chef cut her thumb while preparing food
- A worker felt neck pain while seated at desk.
- A worker felt pain in their shoulder while drive a vehicle conducting fogging work.

Three near miss incidents were reported in March:

- Kettle in cradle started smoking at switch. Kettle not in use at the time. Kettle unplugged.
- Customer became verbally abusing after he was asked to refrain from swearing.
- Slipped on tiles when entering meeting room.

One asset damage incident was reported in March:

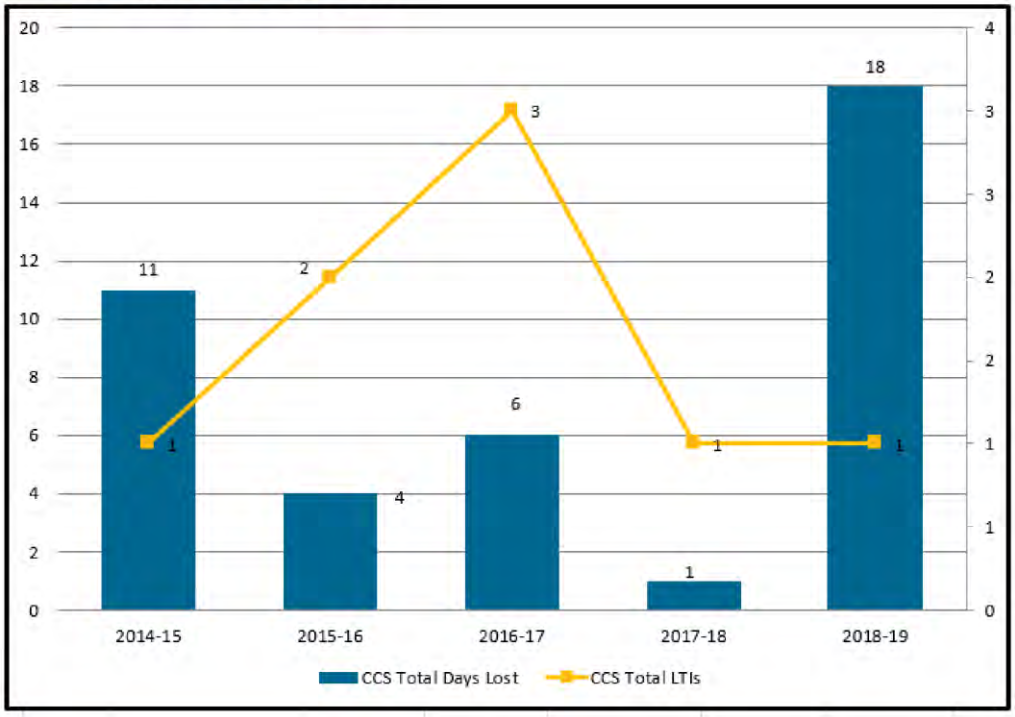
- Stopped at red light. Member of public vehicle collided into rear of MRC vehicle.

One incident involving a member of the public was reported in March:

- Member of public reported to staff that they had found a mobile phone in the disabled toilet; phone was in pieces and had appeared to have combusted.

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

Lost Time Injuries & Days Lost



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

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

- While unpacking a stack of chairs, a worker received a knee injury when the stack fell forward and hit their knee. 18 days were lost as the worker recovered.

Glossary

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

3. Council in Community

The Council in Community Day in March took place in the Northern Coast and Beaches area of our region.

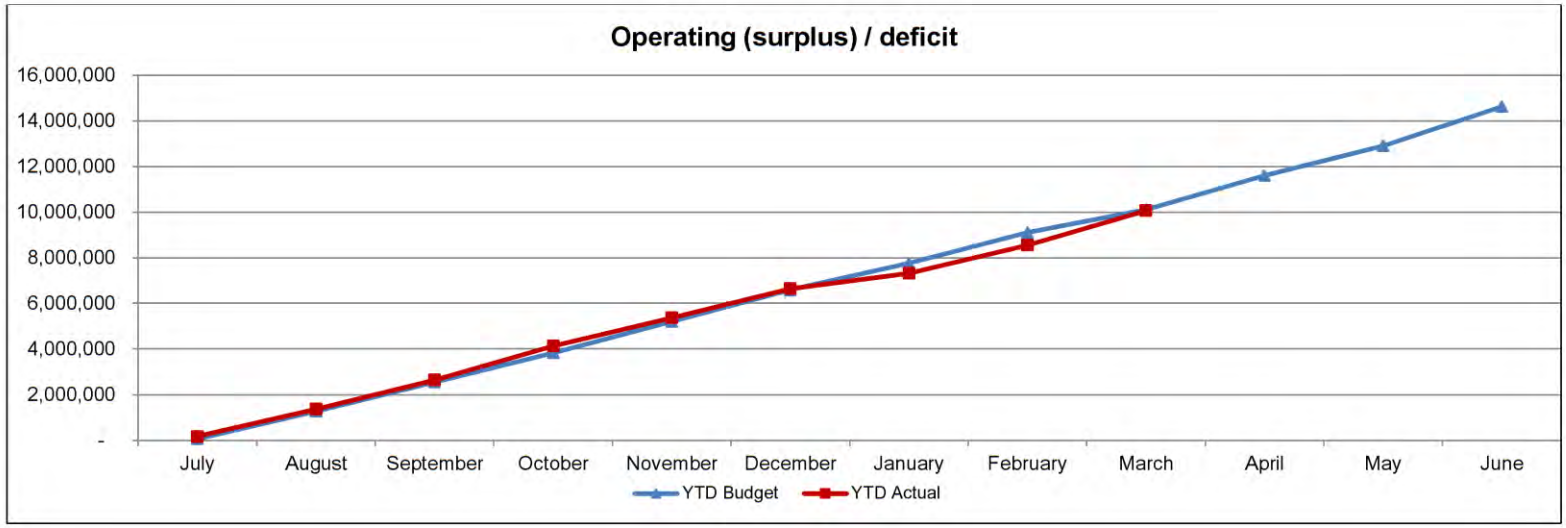
The day included a visit to Rowallan Park and Black's Beach and briefings were held with the following organisations:

- Mackay and District Mountain Bike Club
- Scouts
- Women Who Walk
- Snap Fitness
- Mackay Tourism
- Northern Beaches Accommodation Operators
- Northern Beaches Neighbourhood Watch Group

The day concluded with a Community Catch up at Black's Beach Tavern

4. Financial Performance - March 2019

Financial Performance Report Period Covered: 1 July 2018 to 31 March 2019	Community & Client Services						% YTD Variance of 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
	Revised Budget	YTD Budget	Actual	March Accrual	YTD Actual	YTD Variance	Comments
4.01 - Community & Client Services Management	396,480	272,244	285,406	-	285,406	13,162	Wages $15K more than budget due to efficiency dividend- no vacancies. Timing difference of ($2K) against material & services including internal transfers.
4.03 - Community Lifestyle	7,125,741	5,071,412	5,058,503	58,810	5,117,314	45,902	103% of YTD - due to timing of SLQ grant - received in arrears each quarter.
4.04 - MECC & Events	2,253,270	1,862,806	1,915,711	19,653	1,935,364	72,558	Income $194K less than budget - timing differences. Wages $78K more than budget due to efficiency dividend - no vacancies. Materials and services including internal transfers $199K less than budget due to timing differences.
4.05 - Corporate Communication & Marketing	1,591,039	1,127,401	1,106,910	-	1,106,910	(20,491)	On track
4.07 - Health & Regulatory Services	3,024,908	1,810,385	1,513,698	5,243	1,518,941	(291,444)	On track
4.08 - Emergency Management	233,251	(27,438)	101,391	311	101,702	129,141	Counter Disaster Operations to budget review.
Operating (surplus) / deficit	**14,624,688**	**10,116,810**	**9,981,620**	**84,017**	**10,065,637**	**(51,173)**	On track



MIN/10.04.2019
FOLIO 61667
FINAL MINUTES
WEDNESDAY 10 APRIL 2019

5. Community Lifestyle

5.1 Community Programs

Number of Community Enquiries – 483
Number of Emergency Relief Assistance Packages provided – 10
Number of clients using the Centrelink Support Hub - 80
Sarina Neighbourhood Centre meeting rooms utilisation – 23 room bookings to support 83 members of the Sarina community.
Occasions of JP Services provided to community – 31
Number of external bookings in Jubilee Community Centre for the month – 79
Total Jubilee Community Centre usage (internal/external) – 237

Community Development

Activity	Comments
Progress Association Workshop	Community Programs will host a development workshop and networking opportunity for our regions Progress Associations on Saturday, 30 March. Rebel Nation will be delivering a social media workshop to participants, providing insights into the Facebook platform and how Associations can use this free tool to engage with their communities, share information and boost their profiles. Members from 8 Progress Associations across our region have registered their attendance. Progress Association members who are unable to attend on the day are invited to tune into the live stream of the workshop via the Community Programs Team Facebook page. Participants will be joined by Councillors following the workshop as an opportunity to connect with elected members, ask questions and gather updates on Council happenings. The session will conclude with networking time to encourage collaboration and linkages across our community associations and volunteers. These sessions are planned to occur twice yearly.
Community Meetings	Community Programs staff have been busy getting out and about across the region to a variety of community organisations meetings, including several Annual General Meetings. During March officers attended 21 meetings with community organisations including Progress Associations, Hall Committees and Neighbourhood Watch groups.
Domestic and Family Violence Funding	Community Programs are offering a one-off community funding round to support primary prevention events and activities to be delivered by community organisations and groups during Domestic and Family Violence Prevention Month in May. The fund offers applicants up to $3000 to support their intended activities. The fund is supported by the Australian Government Department of Social Services. The fund is currently open and closes at midnight on Sunday, 7 April. For more information about the application process, visit https://mackay.smartygrants.com.au.

Community Resilience Art Projects	A partnership between Community Programs and Emergency Management saw the completion of 2 community resilience arts projects with the TC Debbie affected communities of Eton and Midge Point. In partnership with the North Eton QCWA, 2 community cooking workshops, jam making and pickling, occurred on Saturday, 2 and 9 March. A total of 35 community members attended across the workshops. The end goal of the project will see the development of a community cook book. 12 community members are involved in the design and development of the cookbook which will be available for sale upon completion. 28 books have already been pre-sold while awaiting printing of the book. The Midge Point community hosted 2 community art workshops during the month on Sunday, 10 and 17 March. The 'Back to the Beach' project saw 26 community members and 43 school students collect rubbish items along their beach and re-purpose collected materials into sculptures. A presentation of the sculptures occurred at the Midge Point Progress Association meeting on Sunday, 24 March. *Jam and pickling workshops* *Back to the Beach Workshops*
Skateboarding Partnership	Community Programs have partnered with Australian Skateboarding Community Initiative to deliver Skate Titans, a Rumble on the Reef qualifying event and closing event for Queensland Youth Week. All are welcome to come down to the Sugar Bowl on Saturday, 13 March from 3 -7:30pm to join in on all the activities and entertainment on offer and support our local skaters as they endeavour to qualify for Rumble on the Reef.
Volunteers' Expo	Registrations for the Volunteers Expo on Saturday, 8 June close on Friday, 5 April. 30 registrations have been received to date with room for exhibitors. Community organisations/clubs/groups are encouraged to participate in this signature volunteer event for our region to help promote their services and foster interest in our volunteering sector. Anyone interested in registering can do so by contacting Community Development Officer, Elisa Crooks on 4961 9596 or elisa.crooks@mackay.qld.gov.au. Registrations received after Friday, 5 April will still be considered based on availability of space.

Sarina Youth Centre	The Sarina Youth Centre continues to be a hive of activity for young people in the Sarina community. The centre currently has 10 programs on offer to youth, in partnership with various government and non-government services, March saw 85 young people supported as part of these programs. The Sarina Stand By Youth group have been busy supporting our Youth Officers to design and plan the 'Unlimited Choices Youth Week Sarina' event set to kick off Queensland Youth Week on Friday, 5 April. Sarina Darts Hall is set to come to life from 3-6pm with a free family fun event for all ages in celebration of our youth. All are welcome to attend and join in on all the activities, food and entertainment on offer, including the colour blast to close out the event.
Queensland Women's Week Dinner	Sarina Neighbourhood Centre celebrated Queensland Women's Week and International Women's Day by hosting a dinner to celebrate women in the community. 22 women were nominated for an award, with Dianne Barnett being the recipient of the Mary Malone Memorial Trophy for 2019. The event was moved to the Bob Wood Cultural Hall this year to allow for more attendees, as the event had outgrown the Sarina RSL Club. 198 attendees celebrated the event for 2019.

Community Meetings / Events / Interagency Meetings.
225 meetings and events were held, highlights included:

Mackay Youth Connections	Mackay Youth Connections, a youth sector interagency network, met on Wednesday 20 March. Community Programs presented on the planned development of a Youth Charter and a sector brainstorming session on Youth Week activities was undertaken. In attendance were 20 sector workers, representing 12 youth services.
RADF Showcase opening	The Regional Arts Development Fund Showcase exhibition was opened on Friday, 8 March. The exhibition showcases some of the RADF funded projects from the 17/18 financial year. The exhibition opening was attended by over 60 people and live streamed on the Creative Mackay Facebook page and received 385 views. The exhibition is currently open for public to view at the Jubilee Community Centre.
Harmony Day	Community Programs, in partnership with George Street Neighbourhood Centre, hosted a community Harmony Day celebration on Thursday, 21 March. Approximately 150 people attended to celebrate all things multicultural in our community. There were talks from members of our Filipino and Zimbabwean communities and performances from World Cafe and the Zimbabwean community. A young student from the Filipino community wowed his audience with his singing of the national anthem. The Aboriginal, Filipino and Zimbabwean communities also provided cultural displays of traditional items and stories. A smorgasbord of cultural food offerings closed out the event with everyone bringing along a dish representing their cultural heritage. A big thank you is also owed to the 8 young men from Ideal Placements who assisted with set-up and pack-down of the event.
Australian South Sea Islander Working Party	The third face to face meeting will be held in Mackay from 26-29 April. This meeting will see the group formalise arrangements for the implementation of the State Working Body, including the lodging of documents to have the Body registered as an incorporated body.
Australian South Sea Islander (ASSI)	41 teachers, representing 7 schools, participated in a professional development program to develop their knowledge base around ASSI history and culture. The program was designed around a bus trip that saw the group visit various culturally significant sites in the region. At

Professional Development Program	the conclusion of the event, the schools received a USB with 9 lesson plans for the classroom, links to resources on the internet, and a list of books available in the local library. *Teachers taking part in the ASSI Professional Development session*

Sister Cities Program

Activity	Comments
Youth Ambassador program	17 students have been offered the opportunity to participate in the program for 2019. The students will visit Japan from 30 June to 13 July, with one week being spent in our Sister City, Matsuura, with home host families.
Matsuura Citizen's Tour	The Citizen's Tour will take place from 5 - 9 December. There are currently 34 people taking part in the trip, with the numbers being capped at 40.

Sport & Recreation

Activity	Comments
Mackay ARC	The official opening of the Mackay ARC was held on Saturday 9 March. The event was attended by approximately 2,000 residents, who were treated to several displays of athleticism in the form of local sporting clubs participating in both aquatic and athletic events throughout the day.
Promotion of Sport and Recreation in the Region	29 teachers from 8 secondary schools took part in a workshop and tour of the Mackay ARC, held in conjunction with Belgravia Leisure, on behalf of the Mackay District Secondary Principals' Association. Sport and Recreation Development Officer delivered a presentation on the facilities as a means of promoting the space for use by Education Queensland and their affiliated bodies. On a separate occasion, at the request of the school, Sport and Recreation Development Officer delivered a presentation to Mackay North State School regarding Council's role and responsibilities in panning for sport and recreation within the region. The class will now embark on their own survey regarding the use of current facilities and breaking down the barriers to participation. The school will then provide the information to Council following their assessment.
10,000 Steps	46 blade signs and 4 poles have been installed to refresh and revitalise the 10,000 steps program. A media campaign is currently being developed to re-introduce the program to the community.

Try the 5 Campaign	Planning of a new campaign to promote active, healthy living within our region is currently underway. Try the 5 will consist of five themed weeks of activities throughout the month of May, with 10 Ambassadors engaged for the event. More information will be provided as the project comes to fruition.

Museums

Sarina Museum
Open: Tuesday, Wednesday and Friday from 9am to 2pm
Visitors: 19
Volunteer hours contributed: 363

- Volunteers have been busy cleaning and preparing new displays.

Mackay Museum
Open: Tuesday, Thursday and Saturday from 10am to 2pm
Visitors: 14
Volunteer hours contributed: 158

- Extensive research undertaken to provide historical information on Canelands Shopping Centre to assist with their 40th anniversary celebrations.
- Collection care.

Pioneer Valley Museum
Open: Tuesday to Thursday 9.30am to 2.30pm
Visitors: 0
Volunteer hours contributed: 118

- The museum is currently closed due to minor flooding from rain earlier in the year. Clean-up and restorative works are currently underway.

Greenmount Homestead
Open: Sunday - Friday 9.30am - 12.30pm
Visitors: 37
Volunteer hours contributed: 110

Inkind Assistance requests
11 applications were processed for the month, with a value of $5,411.74.

Inkind Assistance: Lighting of the Council Building for The Lady Musgrave Trust to support Queensland Women's Week

Junior Sporting and Arts and Culture Grant

0 Junior Sporting Grants were received or approved for March.

Better Community Building Fund

Completed		17	74%
●	On Track	3	13%
●	Emerging Concerns	3	13%
●	Behind Schedule	0	0%
Total		23	100%

Organisation	Amount	On Track	Comments
Bakers Creek Tigers Australian Football Club *Changeroom Upgrade*	$ 25,000	Complete	The project has been completed.
Brothers Bulldogs Junior Rugby League Club *Facility Establishment*	$ 80,000	●	The painting of the clubhouse has commenced.
Eastern Swans Australian Football Club *Fencing of the Perimeter*	$ 30,000	Complete	The project has been completed.
Eungella Community Development Association *Amenities Building*	$ 250,000	Complete	The project has been completed.
Habana and Districts Progress Association *Church Relocation and Community Facility Project*	$ 100,000	●	Internal walls and ceiling have been removed in preparation for the builders, who need to fabricate a wind truss due to there being no internal bracing walls.
Mackay Aero Club *Roof Replacement*	$ 50,000	Complete	The project has been completed.
Mackay Area Fish Stocking Association *Hatchery Emergency Backup Generator*	$ 18,000	Complete	The project has been completed.

Mackay Basketball Incorporated *Grandstand – Court 4*	$ 100,000		The application to the Community Sport Infrastructure grants has been approved. This project will now proceed.
Mackay Brothers Football Club *Water Retention/Irrigation Project*	$ 100,000		The 'as constructed' works will be completed by 29 March, with pump installation occurring on 6 April.
Mackay Junior Rugby League Association *Clubhouse Stand, Shelter and Lights*	$ 80,000	Complete	The project has been completed.
Mackay North Horse and Pony Club *Completion of Stage 1 Upgrades/Minor Works*	$ 50,000		The ecological assessment has been received and the consultant is now applying for the operational works permit.
Mackay Pioneer BMX Club *Track Redesign and Upgrade*	$ 120,000	Complete	The project has been completed.
Mackay Rowing Club *River Bank Stabilisation*	$ 100,000	Complete	The project has been completed.
Mackay Tennis Association *Replacement and Upgrading of Lighting*	$ 119,000	Complete	The project has been completed.
North Mackay Saints Australian Football Club *Facility Enhancement*	$ 33,000	Complete	The project has been completed.
Palmyra Drag Racing Club *Burnout Pad*	$ 26,000	Complete	The project has been completed.
Pioneer Tennis *Stage 2 – Building ITF Courts*	$ 80,000	Complete	The project has been completed.
Pioneer Valley Golf Club *Buggy Shed*	$ 75,000		Council is still awaiting a submission for amendment to the grant.
Seaforth Bowls Club *Irrigation Water Storage*	$ 50,000	Complete	The project has been completed.

Southern Suburbs Junior Rugby League *Complete Lighting on Fields 3 and 4*	$ 80,000	Complete	The project has been completed.
The Scout Assoc of Qld – Central Coast Region *Construction of Machinery Workshop and Storage*	$ 39,000	Complete	The project has been completed.
The Valley Theatrical Players Inc *Pinnacle Playhouse Upgrade*	$ 45,000	Complete	The project has been completed.
Western Suburbs Rugby League Football Club *Undercover Lawn Bowls Green*	$ 250,000	Complete	The project has been completed.

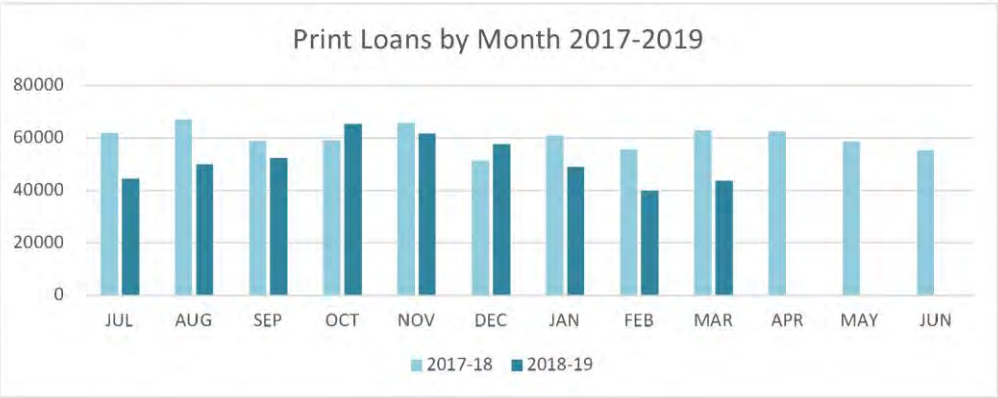
5.2 Libraries

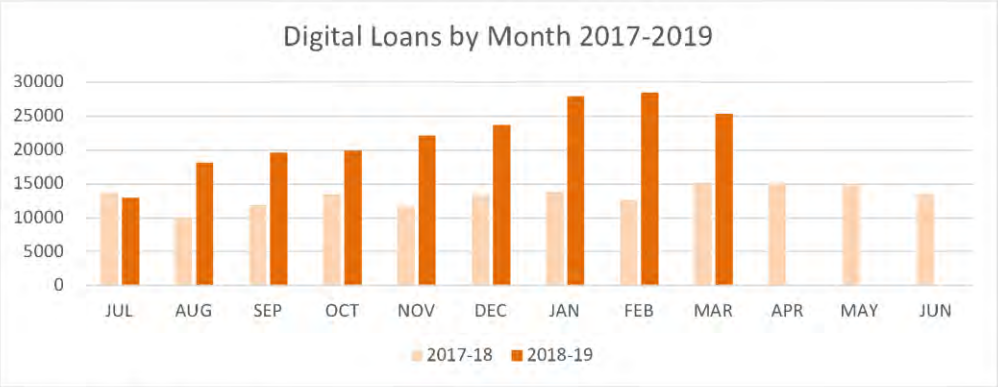
Library Highlights

Update

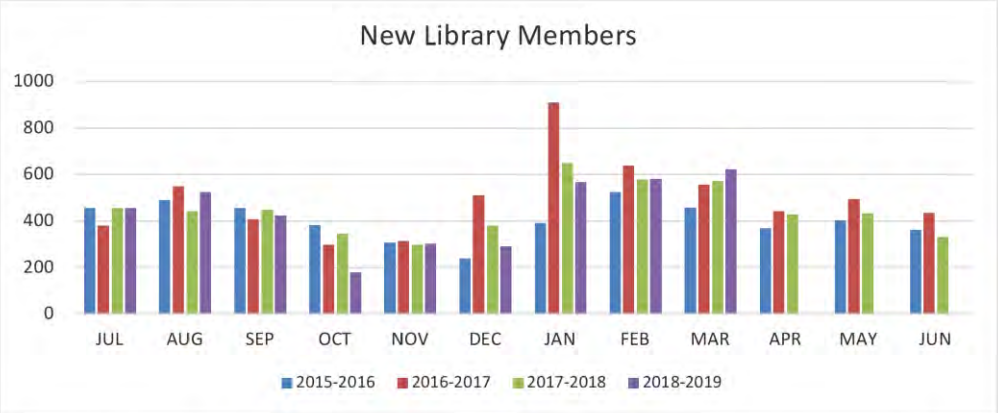
Service / Activity	Annual KPI	YTD	Status	Comments
Library Loans	630,000	544,733	●	Tracking well – 115% to target YTD
Database Hits	35,000	15,096	●	** Note: upon review of stats collation it was discovered that eResources were being counted twice so the 35,000 target is inflated, hence the lower YTD achievement
Social Media Followers	5,000	Instagram: 1,125 Facebook: 4,418	●	Above target
eNewsletter subscribers	N/A	17,663	●	Tracking well
In Person Visits	400,000	285,115	●	On track – 95% to target YTD with school holiday activities still to come.
Web Visits	300,000	209,095	●	93% to target YTD
Volunteer Hours	N/A	1,250 hours	●	A great contribution from our volunteers
Programs / Events / Classes Participants	25,000	27,991 participants	●	Already exceeding full year target

Print and Digital Loans – The graphs below show that March continued the trend of increasing digital loans, while print loans again decreased. This is in line with the trend being experienced by libraries nationally.





New Library Members



March saw a moderate increase in the volume of new memberships signed up compared to the same period last year.

Library Highlights

Program	Comments

Young People's Services	• We conducted 41 programs with 1,732 participants this period
	  ○ Baby Bounce: 605 attendees at 16 sessions
	  ○ Story Time: 1,127 attendees at 25 sessions
	• Outreach and group visits to the library: 194 attendees at 4 events.

First Five Forever	• Toddler Time programs designed to encourage early literacy in children and their families had a total of 793 in attendance at 17 programs. • Outreach programs designed to encourage and support early language and emergent literacy in the 0-5 age group and their families totalled 708 attendees at 13 events. • The First 5 Forever and Mackay Botanic Gardens teams collaborated to celebrate Parks Week with a Teddy Bears' Picnic event. The team delivered a singing and storytelling session while

	promoting some of the key First 5 Forever messages around the importance of talking, singing, reading and playing. • Coordinator Library Operations, Katie Roberts and PTTR Mascot Berky set about on an adventure to Fremantle, WA for the 7th National Early Literacy Conference. Highlights included Katie presenting a workshop on the Mackay Paint the Town REaD's journey, a trip to Parliament House and a tour of 8 different libraries, including Perth Library and the State Library of WA.
Heritage Collection	• Staff conducted 7 hours of information research and referral activities for 14 local and interstate clients during March. • 6 Volunteers continued to assist with the collection every Thursday in March, providing up to 70 hours in combined volunteer hours.
Community Outreach	• Book Clubs: 2 sessions with 17 attendees o Between the Lines Book Club - 10 participants o Valley Page Turners Book Club - 7 participants • Home Library Service – 62 customers received 454 items delivered by Friends of the Library • Cultural Services ➢ English Conversation Circle o 24 participants ➢ Mackay Aboriginal Language Committee meetings o 6 participants • Author Events – Lauri Keye o Dudley Denny City Library: 11 attendees • MRC Libraries Membership Drive o 26 MRC staff became new library members in March, with a total of 184 staff now signed up as members through the internal membership drive in Feb/Mar – a 600% increase.

	• Community Engagement
	  ○ CQU Multicultural Program
	  ○ George Street Neighbourhood Centre – Harmony Day
	  ○ NQ Babies and Kids Market
	  ○ CQU Open Day
	  ○ Disability Interagency Meeting
	  ○ Centrelink – Understanding Superannuation, Retirement Income Streams and MyGov
	  ○ Pets are part of our community too!
	  ○ Containers for Change Program
	  ○ NQ Primary Health Network – My Health Record
	  ○ United Care – Early Childhood Intervention Program
	  ○ Artist in Residence – Artspace Program Partnership
	  ○ Uniting Care – NDIS Workshops
	  ○ Neighbour Day Program
	• Displays and Campaigns
	  ○ International Women's Day
	  ○ Bullying No Way – smart Libraries
	  ○ Harmony Day
	  ○ Mackay Regional Council Internal Membership Drive
	
	Pets are part of our community too
	
	Internal Membership Drive

Digital Literacy	• 31 people attended 5 Digital Literacy classes during March. • 34 people attended 8 Tech Talks during March. • Pepper the Robot has received new software. Zorabots is considerably more user friendly and therefore it will be less time consuming to program Pepper for special events and school holiday presentations. Zorabots is also compatible with the more portable NAO robots.

Young Adult	• 8 young adults enjoyed a little study time-out at Dudley Denny City Library while experimenting with drift wood, cup hooks, a little string and raffia. Everyone left with a piece to hang at home and/or use for jewellery display and organization. • It has become evident at Dudley Denny City Library that high school students are seeking more quiet spaces where they can work as individuals and in groups. Therefore, the flexispace will be available and set up with tables and chairs for this purpose, any afternoon that the space is not already in use.

5.3 Artspace Mackay

Exhibitions

Activity	Comments
Obsessed: Compelled to make	*Obsessed: Compelled to make,* a national touring exhibition from the Australian Design Centre officially opened at Artspace Mackay on Friday 22 February and continues through until 19 May. The exhibition explores the preoccupations that drive the creative process, moving beyond the finished work, to tell the hidden stories of making, uncovering the artists' inspirations, day-to-day studio experiences, hours of expertise, and the joys and frustrations of obsession. These makers have been chosen from across the spectrum of making – textiles, ceramics, furniture, metalwork, jewellery, conceptual art, glass blowing and sculptural weaving.
Foundations in Drawing	*Foundations in Drawing* opened in Gallery 3 on Friday 8 February and continues through until 28 April. This exhibition highlights recent works by eleven local, women artists linked through their participation in drawing classes with Clem Forbes. Clem was a Mackay artist, gallerist, and art educator who in the early 80s was considered by many to be the main driving force behind visual arts in the community. Today, creativity and inspiration continue to flourish and *Foundations in Drawing* celebrates the art of Kay Bampton, Mary Brown, Irene Coburn, Alison Fenech, Lyn Laver Ahmat, Lesley Kane, Margaret Burgess, Maria Lenz, Sybil Rodger, Raye Williams, and Leonie Wood.
The Wall: Buff Diss	The fourth artist to participate in the Artspace Mackay artist-in-residence program *The Wall* is Melbourne-based street artist Buff Diss. He is best known for his utilisation of tape to create large-scale murals. Buff will work on the Artspace Mackay Foyer Wall from Monday 1 April for a two-week period and will use mappings of Mackay and the surrounding areas to form a graphic narrative in mural form.

Public Programs

Activity	Comments
Conversations with Art	A free *Conversations with Art* was held on Friday 15 March, with 9 participants attending. Held on the 3rd Friday of each month, *Conversations with Art* is held in the Artspace Workshop Room. It's a free and enjoyable discussion led by Artspace staff who lead encourage participants to look at images of traditional and contemporary artworks from gallery and museum collections from around the world.
Kids Art Club	Term 1, with popular local tutor Rosemary Payne, commenced on Saturday 23 February and wrapped up on Saturday 30 March, with 12 children enrolled. Kids Art Club is Artspace Mackay's ongoing term-based art program for kids. Each week, students explore and respond to the exhibitions on show through fun-filled art activities.

School Tours	On Wednesday 6 March, Artspace Mackay hosted a tour of 26 students from Holy Spirit College. The group also participated in a 'Speed date the object' activity and drawing workshop with local artist Leonie Wood as part of their visit.
Flying Arts PD: Use Indigenous Art & Protocols in the Classroom	Artspace Mackay hosted the first of a series of free webinars presented by Flying Arts on Thursday 7 March, attracting 9 attendees, some of whom had travelled in from Mirani. Flying Arts Alliance Inc present free Educator Webinars as part of their Educator professional development programs. The Artspace Public Programs team have initiated a partnership with Flying Arts Alliance to host the free webinar series to encourage local educators to come to the gallery and participate in the webinars as a group. This is a free program of events, for art educators, tertiary students and arts workers.
Artspace Mackay Foundation: Planning your Estate and Bequest Seminar	The Artspace Mackay Foundation hosted a free seminar on planning estates and bequests in the Artspace Mackay Foyer on Thursday 14 March. The free seminar featured guest speakers Ryan Leach, Bennett Partners Chartered Accountants; Jennifer Hamilton, J Hamilton & Associates; Bronwyn Hartigan, Artspace Mackay Foundation Board Director; and local artist and collector Roz Jones who spoke on a range of topics including cultural gifts, estate planning, the Artspace Mackay Foundation Bequest process and a personal approach to collecting art. The seminar was well attended, with 20 people sitting in on the free seminar.
BMA Kid space	The first BMA Kidspace event for 2019 was held on Tuesday 19 March, with 180 people attending. Artspace Mackay's ever-popular toddlers' program, gives children under five a chance to explore and have fun with art in a climate of co-operative

	learning. The program includes free artist-run workshops and live musical entertainment.
Take Root (Colony): Project Another Country 	Artspace Mackay hosted internationally-acclaimed artist duo Alfredo & Isabel Aquilizan for a week-long artist in residence program from Sunday 24 to Friday 29 March. During this time, Alfredo & Isabel facilitated community art workshops at Artspace Mackay (113 participants), George Street Neighbourhood Centre (52 participants), Dudley Denny City Library (30 participants), Mackay West State School (64 participants), Mackay Central State School (50 participants) and St Patrick's College (14 participants) as part of their new work *Take root (Colony): Project Another Country*. Alfredo and Isabel emigrated from the Philippines to Australia in 2006. Over many years they have created complex installations, working with communities around the world to create works that explore stories of displacement, change, memory and community. Participants in these free workshops (total 323 participants) made their own cardboard houses to be added to a huge installation exhibition in the FIELD Engineers Gallery, which will open on 14 June.

Service / Activity	Annual KPI	YTD Mar 19	Mar 19	Comments
Visitors: Artspace	25, 000	23,712	2,435	Good visitor numbers for March 2019. 113 people attended the Alfredo & Isabel workshop at Artspace Mackay on Sunday 24 March.
Web Visits		11,495	1,128	On target
Total Number of e-Newsletter Subscribers		1,851	-5	A small drop in e-newsletter subscriber numbers this month.
Facebook Subscribers		6,316	362	Combined total for Artspace and Rock Paper scissors Facebook pages. 362 new Facebook subscribers in the month of March 2019.
Exhibitions	12	14	4	As per last month, no new exhibitions opened during March
Public Program Participants		5,874	586	Over 300 people participated in the week-long residency with Alfredo & Isabel Aquilizan.
Public programs *(inc. tours, BMA Kidspace, workshops, exhibition openings, markets, etc.)*		123	19	As listed above
Volunteer hours		1,973.5	236	Consistent with regular volunteer hours

6. Mackay Entertainment & Convention Centre and Events

Overview

The MECC March venue attendance was comparable to last year, however the number of *events* is up 15% for the same period. So far for the year the MECC have achieved 79% of the targeted attendance for the fiscal year. The diversity of the month's events certainly showed what the MECC is capable of with the team hosting an absolute array of different events and cultural experiences for the region.

There was a diverse range of events over March. The month in the theatre started with comedy then moved onto Seniors Moments, RIN IWD (International Women's Day) luncheon, Mackay Cabaret Festival, I Want To Know What Love Is, Cliff Richard and the Shadows 60th Anniversary Concert, KMEIA (Kodaly Music Education Institute of Australia), The Sapphires and finishing the month in the theatre with A Chorus Line from Red Giraffe Theatre.

The convention centre hosted a Funeral, Seniors Mocktails, International Women's day / All about Women simulcast from the Sydney Opera House, Mackay Club, BHP Employment Assistance workshop, RIN Safety Conference, Morning Melodies and the Variety Jet Trek Dinner.

Business Events

The team is currently representing the Mackay Region at the Meetings and Events Australia Conference (32nd Annual Meetings and Events Industry Conference) in Brisbane.

Engagement

The first Youth Ambassador meeting for 2019 was hosted on Monday March 4, with 22 attendees. Jarrah Boegheim, a youth ambassador from Moranbah was particularly excited about her first meeting as she had never been to our centre before.

Schools and Youth Ambassadors were invited to meet with the cast of The Sapphires after the show, in the North Foyer.

Mackay REGIONAL COUNCIL

Community and Client Services Monthly Review 1-31 March 2019

	Target	as at MARCH 2019		Comments
Number of Performances fully cost recovered	50%	62%	●	On Track
Minimum number of catered functions (excluding performances)	140	142	●	Exceeded Target
Average attendance at events	Auditorium 550	Auditorium 529	●	Under Target
	Foyer/space 100	Foyer/space 177	●	Exceeded Target
	Halls 600	Halls 821	●	On Track
	One Hall only 200	One Hall only 156	●	Under Target
Number of non-utilised days	90	64	●	On Track
Number of Performances at the MECC	200	218	●	Exceeded Target
Number of Conferences/Expos	20	12	●	Under Target
Number of Events with Attendance from outside Mackay Region LG area (Post Code Data)	40	54	●	Exceeding Target
Number of Student Attendances	2,000	1,937	●	On Track
Number of workshops > Youth	6	2	●	Under Target - will improve with 2019 season just starting
Number of engagement workshops/activities	5	12	●	Exceeded Target
Yearly occupancy of facility	155,000	130,928	●	On Track
Customer Hire Satisfaction	80%	97%	●	Exceeded Target
Number of regional events assisted through either financial or in-kind assistance	6	10	●	Exceeded Target

29

Number of regional events ticketed	**8**	**3**		**Under Target**
Friends of the MECC Volunteer Hours	**N/A**	**5565.08**		**On Track**

Festivals & Events

Mackay Festival of Arts
G&S Engineering have confirmed their continued support of the Mackay Festival of Arts, returning to the G&S Engineering Wine & Food Day for 2019.

The team is excited to be engaging the wider community this year with #MackayInJuly. Together with Mackay Tourism and Mackay City Centre, local businesses will have the opportunity to partner and promote with the festival and MRC in the lead up to the Mackay Festival of Arts. This year is about igniting the Mackay Region as a whole, to invite all of Queensland to become part of #MackayInJuly and spread the festival spirit far and wide.

In liaising with the community, we've found a perfect opportunity to kick this integration off with the Jayco Mackay Italian Street Party. With Opera Australia hitting our theatre towards the end of the Mackay Festival of Arts performing Madama Butterfly, we've engaged two CQ Conservatorium of Music students to perform pieces from the Opera at the Jayco Mackay Italian Street Party.

Bette Midler Story -Festival of Arts program

Global Grooves
The Festival team is currently assessing options for the 2019 venue for Global Grooves.
The significant works in Queens Park will see the event in a temporary home this year.
Further consultation will take place before community committee meetings begin again in April.
The success of the $20,000 Multicultural Affairs Queensland (MAQ) grant will again allow for not-for-profit cultural groups to have their sites fees and equipment hire waived to encourage more groups to be involves, showcasing their cultures through music, dance, food and information stalls.

NYE River Party
Programming for the headline act for the event will take place in coming months.

7. Corporate Communications and Marketing

The official opening of the new Mackay ARC (Aquatic and Recreation Complex) at Ooralea was a highlight for the team in March.

Despite wet weather in the lead-up and more rain on the day, the opening event went well.
A 50-metre dash on the new track, featuring Deputy Prime Minister Michael McCormack and Mayor Greg Williamson, was a highlight. The Deputy PM beat the Mayor but didn't win the race (as can be seen in the photo below).

Community consultation to come up with options for names for the aquatic and athletics facilities at the Mackay ARC was also conducted through our connectingmackay.com.au website and a pop-up stall at the official opening.

Suggestions for names are currently being compiled, with a report to be prepared for consideration by council.

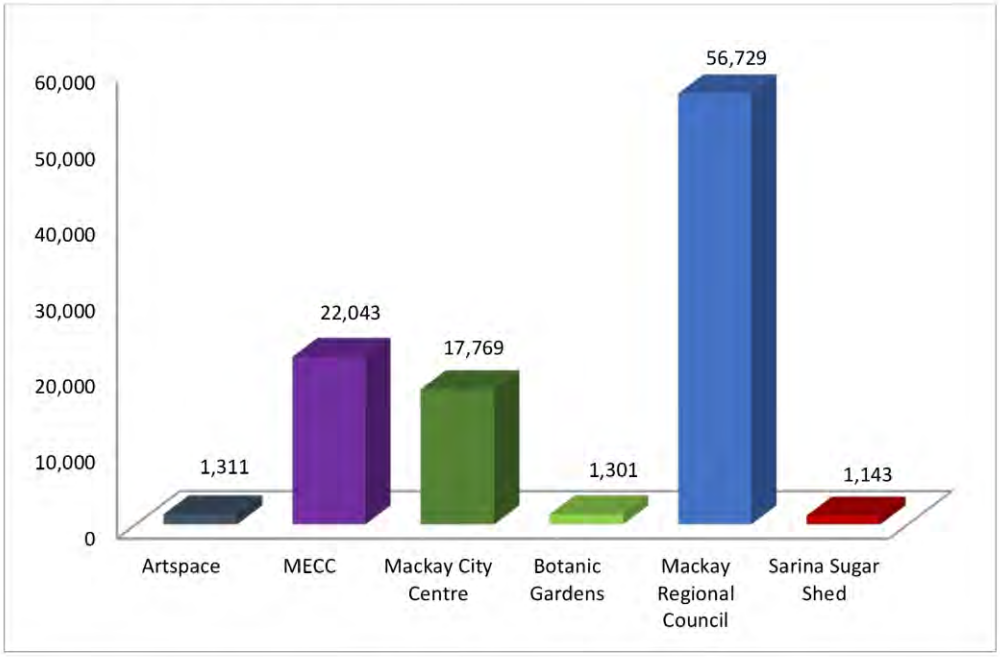
March also saw the launch of the 2019 Mayor's Charity Ball, to be held at the MECC on Saturday, May 25. Held in partnership with Mackay Sunrise Rotary Club, monies raised this year will provide counselling services to help Mackay children suffering trauma through Domestic and Family Violence.

Planning for Mackay region Anzac Day services is progressing well.

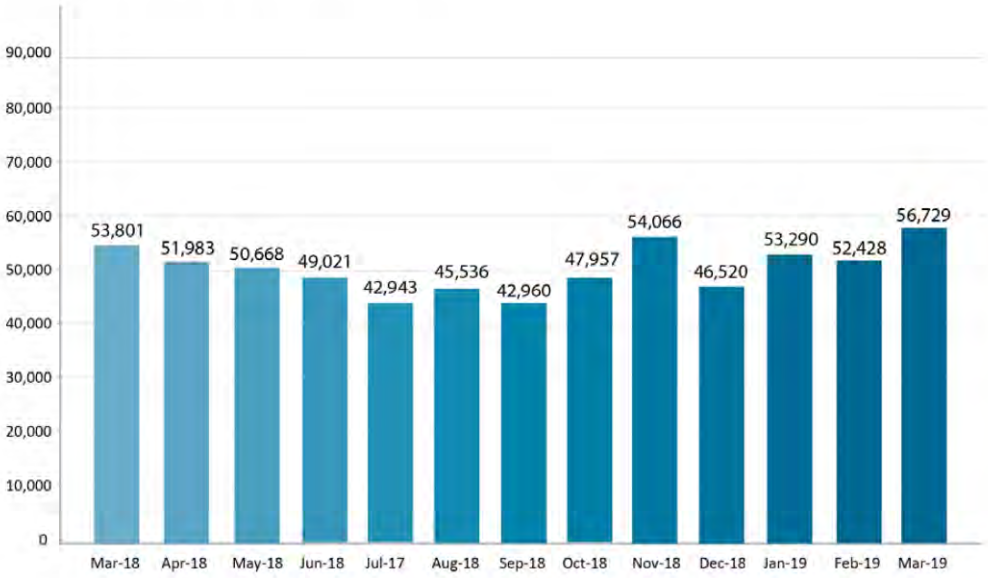
Two new digital signs – one at Col Story Park on Nebo Road and the other on Barnes Creek Road near Forgan Bridge – are nearing completion

Livestreaming of council meetings began in March, with videos available on our council website and Youtube channel.

All website visits for March 2019

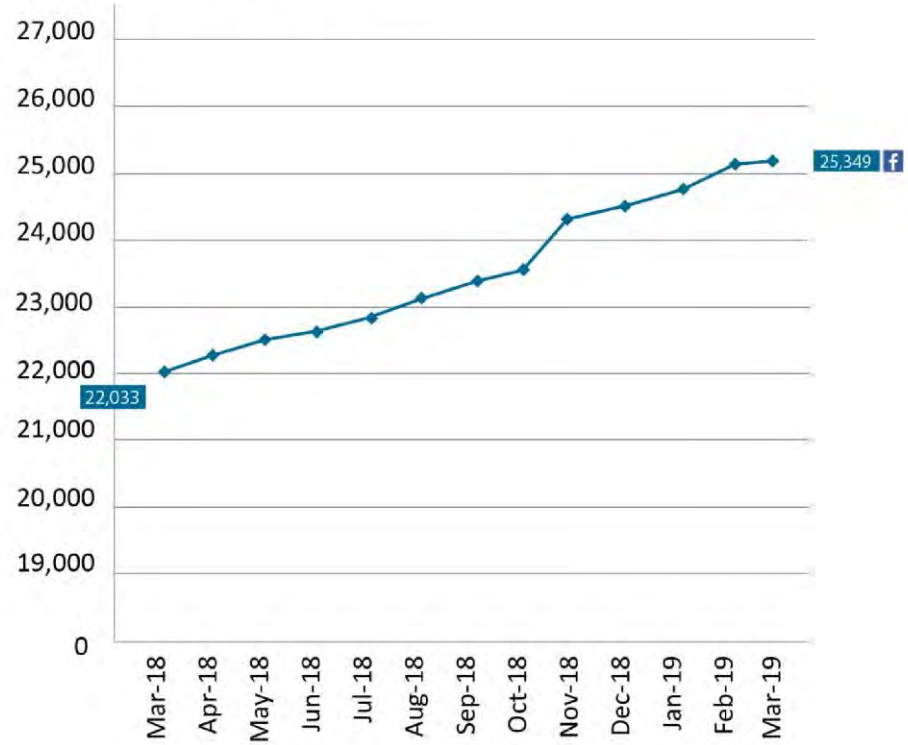


Trend of MRC website (mackay.qld.gov.au) visits

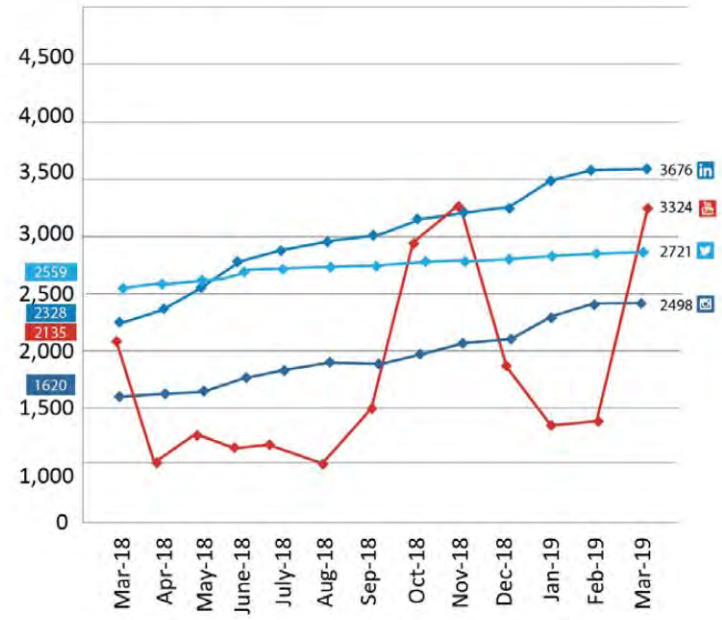


* Increase in traffic to careers page in March this year compared to March 2018.

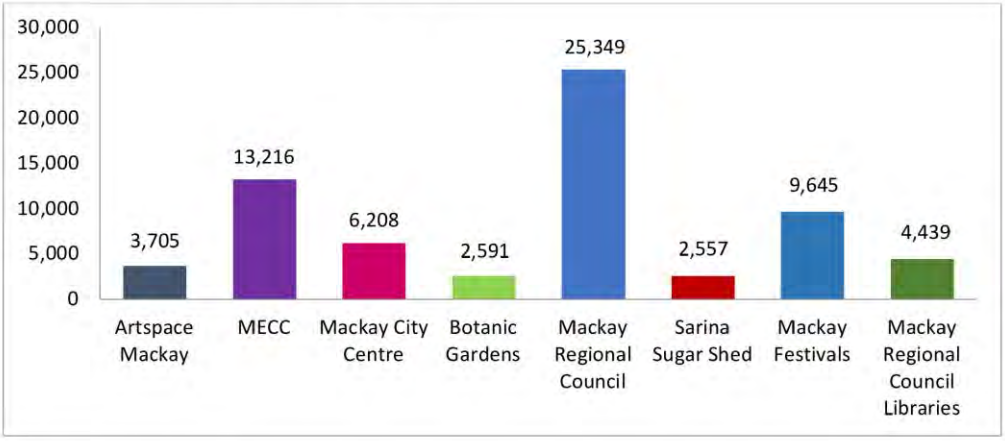
MRC Facebook followers for March 2019



MRC social media for March



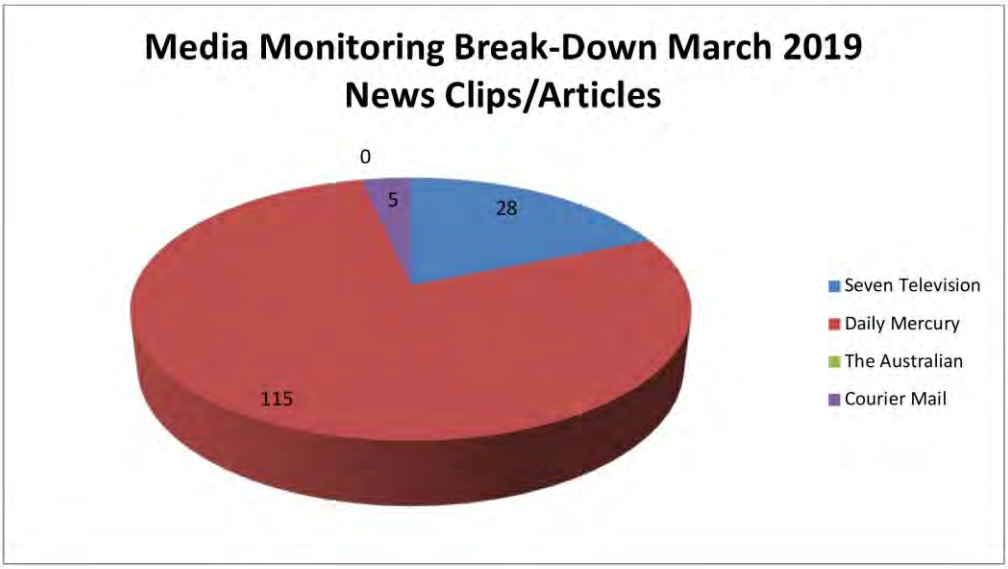
All facilities' Facebook followers for March



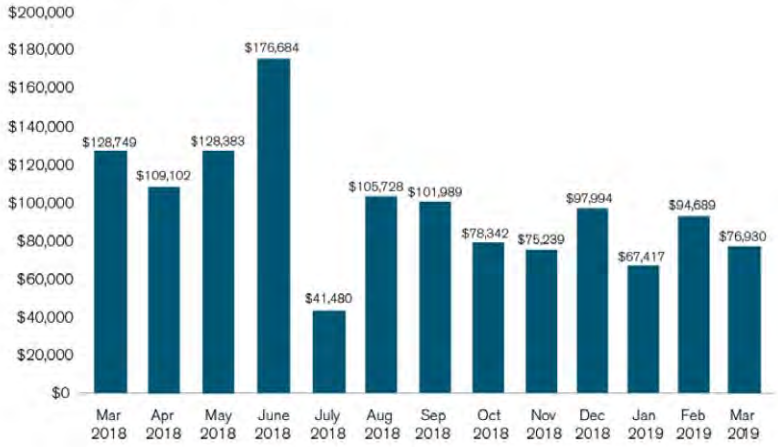
eNewsletter subscribers

Artspace: 1851 (Last month: 1856)
Botanic Gardens: 1221 (Last month: 1222)
Community Development: 1209 (Last month: 1219)
Council Connect: 3163 (Last month: 3189)
Library: 14,831 (Last month: 14,956)
Creative Mackay Ebulletin: 1313 (Last month: 1334)
Recreation Services: 1167 (Last month: 1187)
Mackay Region Planning Scheme 1247 (Last month 1245)

Council featured in 148 news stories during March



Advertising-PR spend for March



Community Engagement

Notification letters have been placed in an easy-to-access web page on Connecting Mackay.
This page has been promoted to council's Call Centre, so they can make the caller experience better, and other internal programs so their notifications can be included.
The notifications can be found on connectingmackay.com.au/letters

Engagement continues for ongoing projects, including Queens Park Revitalisation and traffic light installations at the intersections of Bridge Road/Goldsmith Street and Milton/Boundary Road East.

The 2019 Anzac Day parade planning and engagement continues and is on schedule to again deliver a well-organised and considered event. A project page has been created at connectingmackay.com.au to keep the community updated on the event.

Engagement planning is starting for other projects that are commending soon, including North Mackay Lookout and Camilleri Street District Park.

The consultation project to name the athletic and pool facilities at the Mackay ARC closed on March 20 after a month of media reminders to the community to make their suggestions.

Work on the Cyclone Debbie Flood Studies is continuing, with a Connecting Mackay page devised for use, which will be opened for residents and the community to participate in a survey mid-year.

Engagement is also being coordinated for the Bus Stop Improvement Project.

To support professional development, the team has also devised a Connecting Mackay project page and a communication plan to reach stakeholders for the council team competing in the LGMA 2019 Australasian Management Challenge.

The team has also participated in constructability meetings for projects earmarked for next financial year, including Patch Street/McKie Street, Keith Hamilton Street and Sarina Beach catchment.

Following is a list of the larger, more significant Community Engagement projects.

Project Name	Activity	Department	Plans and activities	Level of Engagement
Queens Park	Progressed to next stage of the project	Major Projects	Contacting stakeholders regarding detailed design and construction impacts	Inform/Consult
Mackay ARC naming	Report generated	Community and Client Services	Naming of facilities	Consult
Camilleri St District Park	Ongoing planning to inform stakeholders	Major Projects	Flyers drafted for stakeholders	Inform
Bus Stop Improvement Project BSIP	Ongoing planning to inform stakeholders	Capital Works	Flyers being devised for stakeholders	Inform
Anzac Day parade 2019	Ongoing work and planning with committee	Community and Client Services	Planning discussions with Committee	Inform
Bridge Rd/Goldsmith Traffic lights installation	Investigations and initial discussions	Capital Works	Preliminary discussions	Inform
Milton/Boundary Road traffic lights	Ongoing planning to inform key stakeholders	Capital Works	Preliminary discussions to confirm impacts on community	Inform
Cyclone Debbie Flood Studies	Ongoing work towards project page on Connecting Mackay	Community and Client Services	Engaging the community for their personal experiences during the cyclone	Involve/ collaborate
Tennyson/Lawson Street roundabouts	Ongoing	Capital Works	Flyers have been prepared. Discussions have taken place with affected business	Inform
Harbour Road shared path	Preparing communication to go out to stakeholders	Design Team	Letter and media release to go out - awaiting approval.	Inform
North Mackay Lookout	Planning underway to inform key stakeholders	Capital Works	Working with project lead on informing stakeholders	Inform
LGMA Challenge	Connecting Mackay project page and survey		Surveying internal stakeholders	Consult

8. Emergency Management

Overview

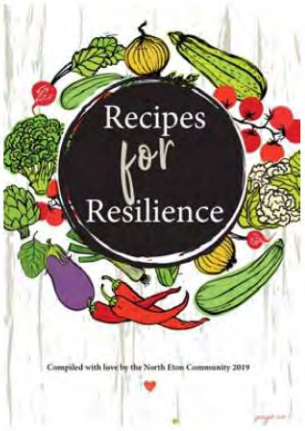
TC Debbie
March saw the contract with Department of Communities, Disability Services and Seniors for the TC Debbie Community Development Officer – Recovery end. It was an emotional occasion with a high sense of achievement among the council staff and service providers.

Achievements for the month include:

- 'Community Recovery Appreciation Event' – organisations that gave funds towards recovery were acknowledged at this event. Organisational representatives came from as far away as Brisbane and Sydney. Attendance: 40 people.

- The North Eton Country Women's Association was recently supported by Council and a local artist to deliver a series of jam and pickle-making workshops and to create a 'Recipes for Resilience' cookbook, with tips and hints for how to feed your family after a disaster.

  The Recipes for Resilience recipe book was designed by local residents to help share recipes for food that can be stored for long periods during emergencies with limited power and water.



- Local artists worked with residents and school students in the Midge Point and Bloomsbury area to create unique sculptures made from washed up marine debris in a project called 'Back to Beach'. This event was in celebration of the community's beach restoration works nearing completion.
  These sculptures were made from items such as thongs, bottles, toothbrushes and corks other.

- The 'Connecting Across the Divide: Sarina Range school mural project' was chosen by the Queensland Reconstruction Authority for a case study on successful community recovery projects following the cyclone.

Bushfires

Work is continuing on the After Action Review recommendations into the 2018 Bushfires with one recommendation being completed in March.

1 March was the official start of the contract with Department of Communities, Disability Services and Seniors for 2 years 1 month of community development to support recovery. Helen Styles was appointed to the role of Resilience & Recovery Officer. The team is currently engaging with the community to inform the development of the community recovery plan. In addition, a community meeting was held at Sarina Beach to inform residents of how Council manages complaints about vegetation management.

Mackay Regional SES Unit
Activations

Activity	Event	Comments
Community engagement	NQ Cowboys v Melbourne Storm NRL match	SES mascot Paddy the Platypus took part in the mascot race held at the event.
Activation	Storm event	Mackay Group responded to 10 requests for assistance from residents experiencing leaking roofs or stormwater inundation after a storm impacted the area.
Activation	Agency support request	Members from Mackay, Mirani and Sarina Groups responded to a request from Queensland Police Service for flood boat assistance to search for a missing person at Murray Creek. The task later turned into a body recovery operation after the person was found deceased.

Membership - Active Groups

Group	Feb 19	March 19	Membership notes
Armstrong Beach	5	6	New member
Calen	7	7	
Mackay	112	112	
Mirani	30	30	
Sarina	18	19	New member
TOTAL	**172**	**174**	

Membership - Non Active Groups

These Groups are currently not actively training due to low membership numbers. A recommendation regarding the future viability of these Groups is pending a review by QFES. In the meantime, the remaining members of these Groups may still train and take part in operations with other Groups.

Group	Members	Vehicles	Equipped Trailer	Notes
Campwin Beach	2	1	2	The vehicle is currently garaged & utilised by Sarina Group
Koumala	0	1	1	The vehicle and trailer are currently garaged and utilised with Sarina Group
Midge Point	2	1	2	The vehicle is currently garaged and utilised by Mackay Group
TOTAL	**4**	**3**	**5**	

Mackay Regional SES Unit Hours

Group	Operations	Training	Admin	Maintenance	Comm Ed	Total
Calen	0	29.00	4.00	2.50	0	35.50
Mackay	50.00	712.25	258.75	41.75	2.00	1064.75
Mirani	26.75	331.50	31.75	47.00	0	437.00
Sarina	15.00	68.00	14.25	12.75	0	110.00
Armstrong Beach	0	12.00	0	0.50	0	12.50
TOTAL	**91.75**	**1,152.75**	**308.75**	**104.50**	**2.00**	**1,659.75**

*Armstrong Beach members are currently training with Sarina Group

9. Health & Regulatory Services

Overview

Health and Regulatory Services have been busy over the past month. All service areas have been responding to requests for service and assistance from the community and taking action to ensure public health, community safety, and environmental values are maintained.

Vector Control

The table below represents the mosquito control work carried out by the Vector Control team in March 2019.

Sites Inspected	Sites Treated	Hectares Treated
168	103	527ha

Licensing and Approvals Summary for March 2019

Premises	Premises Inspected	% Compliant	% Non - compliant		New and Renewal Applications Approved
			Minor#	*Major+*	
Caravan Park	2	100%			
Accommodation	7	100%			
Food	90	71%	18%	11%	7
Swimming Pools	8	25%	75%		
Outdoor Entertainment/Event Permit					1
Skin Penetration	3	100%			1
Temporary Food					1
Total	**110**				**10**

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

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

Proactive Patrols

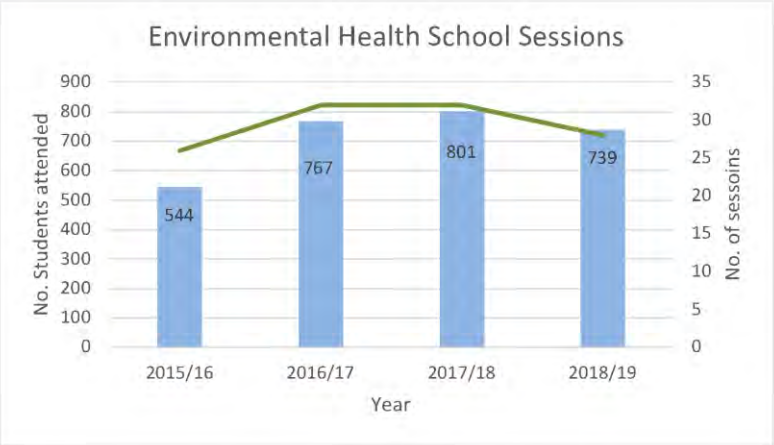
Proactive Patrols are conducted at times when dog owners are most likely to be walking with their pets.

Date	Suburb	Action / Comments
9 March 2019	West Mackay	3 dogs on leash
9 March 2019	North Mackay	12 dogs on leash
9 March 2019	South Mackay	1 dog on leash; 1 caution
9 March 2019	Walkerston	2 dogs on leash
9 March 2019	Slade Point	2 dogs on leash
9 March 2019	South Mackay	1 caution
10 March 2019	North Mackay	3 dogs on leash; 2 cautions
10 March 2019	South Mackay	1 dog on leash
10 March 2019	Ooralea	3 dogs on leash
10 March 2019	Bakers Creek	No dogs identified
10 March 2019	Ooralea	1 dog on leash
10 March 2019	Sarina	2 dogs on leash; 1 dog impounded
10 March 2019	Campwin Beach	1 dog on leash; 2 cautions/education
17 March 2019	Walkerston	1 dog on leash
17 March 2019	Mackay	3 dogs on leash
24 March 2019	Bucasia	9 dogs on leash; 3 cautions

Pest Management

- Baiting Programs for wild dogs and pigs in March 2019 – 33 hours
- Surveying and spraying biosecurity risk weeds in March 2019 – 108 hours
- 8 properties have been baited for wild dogs and pigs in 2019.

Education and Training Sessions

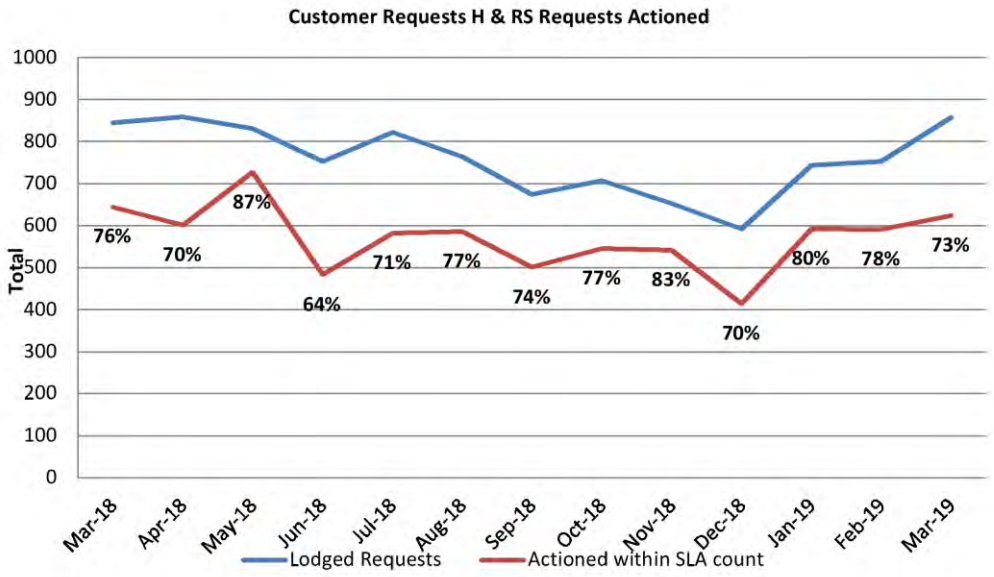


Food safety training sessions are conducted for non-profit organisations and for food handlers at festivals and events. School education includes responsible pet ownership and dengue fever awareness.

Customer Requests

Throughout March 2019, 857 requests for service were received, compared with 825 for March 2018.

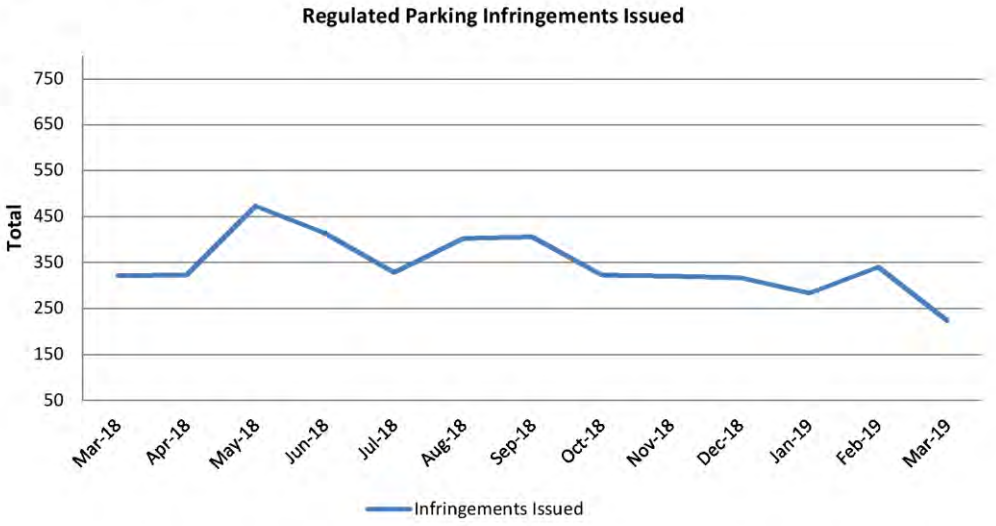
73% were completed in nominated timeframes for this month. Health and Regulatory Services aim to complete 85% of requests for service within nominated timeframes, however, depending on the circumstances of each individual matter and the speed at which compliance can be achieved using compliance processes, timeframes for completion can be influenced.



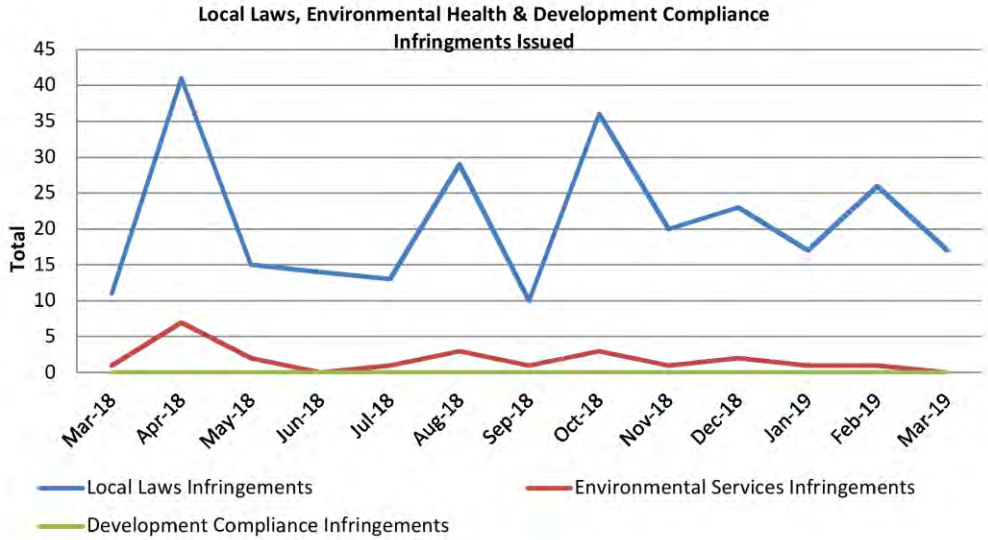
Monthly Infringements Activity

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

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



The number of regulated parking infringements issued by Officers reduced in March because maintenance and servicing were conducted on the high-speed camera used by Officers to record vehicle registration details and the vehicle used for regulated parking operations was replaced in accordance with procurement policy.



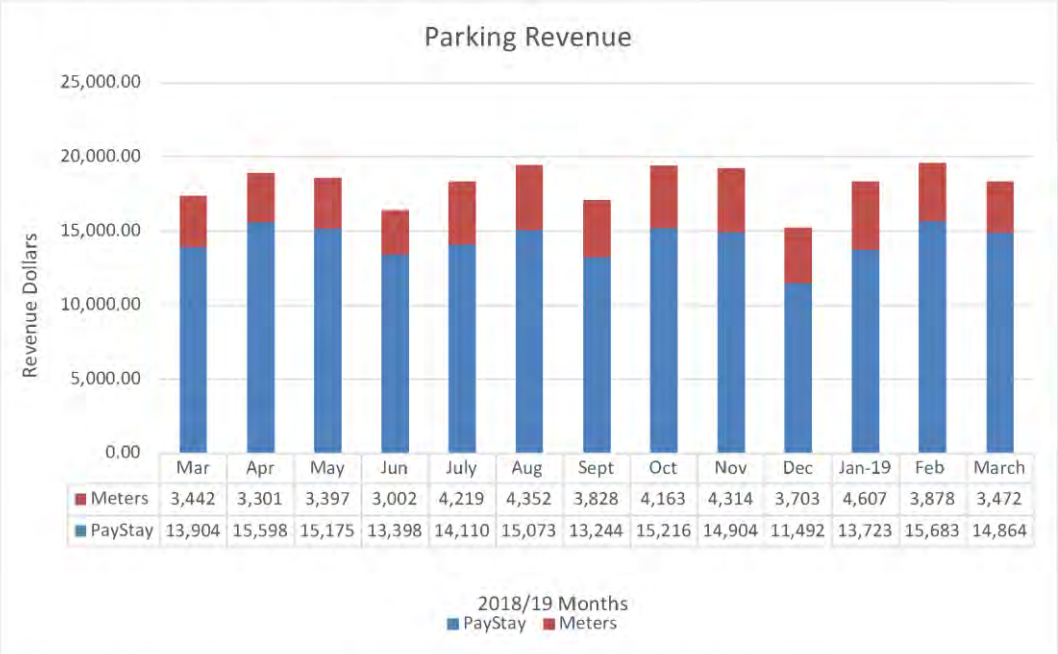
March 2019

Local Laws Infringements	Environmental Services Infringements	Development Compliance Infringements
Animal not registered (13) Animal wandering at large (2) Failure to comply with compliance notice (2)	Nil	Nil

Animal Registrations - Number of Dogs & Cats Registered

Animal Type	Registrations March 2019
Cat	23
Dog	142

Off Street Car Parking – PayStay



	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan-19	Feb	March
Meters	3,442	3,301	3,397	3,002	4,219	4,352	3,828	4,163	4,314	3,703	4,607	3,878	3,472
PayStay	13,904	15,598	15,175	13,398	14,110	15,073	13,244	15,216	14,904	11,492	13,723	15,683	14,864

March 2019 revenue increased 5% ($989.46) from the previous March 2018.

Mackay REGIONAL COUNCIL

Capital Works Monthly Review

March 2019

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Mackay REGIONAL COUNCIL

OVERVIEW

This report is for Capital Works Department activities during the month of March 2019. Significant items in this period include:

- For the month of March $11.6M of work was completed. YTD expenditure is $87.8M against a YTD forecast of $85.8M representing a 102% completion rate.
- The extension to the Paget Depot workshop has progressed well with the main structural components erected.
- Progress on the Beach nourishment at Midge Point and Lamberts Beaches continues to go well.
- Safety remains a focus area with no LTI's during the month.
- Information on the final Capital Works structure was distributed to all Council staff this month with those in the directorate provided with detailed briefings of movements and process.

Stewart Furness
Director Capital Works

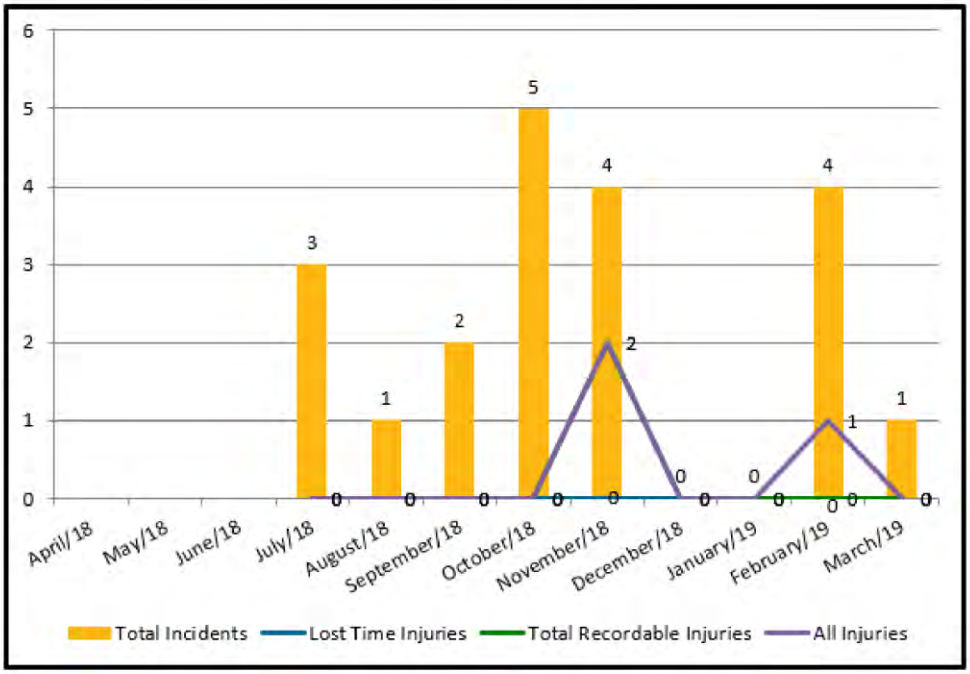
Mackay REGIONAL COUNCIL

Capital Works
Monthly Review > March 2019

SAFETY

1.1. Incidents and Injuries

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



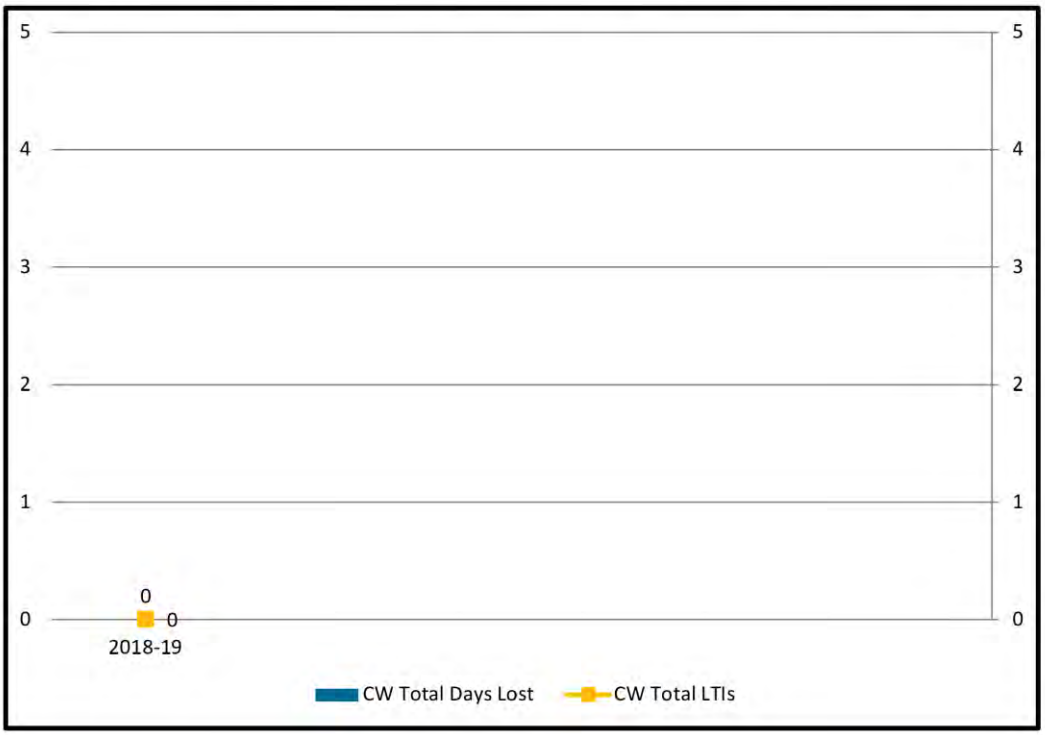
March 2019 Summary:

One (1) asset damage incident was reported in March:

- Truck drove through causeway with water over it, damaging sump. Suspected to be caused by rock or debris.

1.2. Lost time Injuries & Days Lost

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



Department	2018-19									
Contract Management										
Major Projects										
Project Management Office										
Transport & Infrastructure Projects										
Water & Sewerage Projects										
Design Services										
Capital Works Total	**0**	**0**								

CAPITAL PROJECT UPDATES

2.1. Capital Summary Report

The delivery of the 2018/19 capital program remains a significant focus of Council. The following capital information provides a financial summary of the status of delivery against our baselined budget position.

The original budget was adopted by Council in July. This was amended in August to take into account carryovers and other adjustments. Further adjustment to the capital program has occurred as part of budget reviews carried out in September and December. To date, an amount of $13M has been deferred to future financial years. Overall the approved budget has decreased by $10.4M comparatively to the original budget (including carryover).

The 2018/19 capital works program is made up of a total of 518 projects with a current approved budget of $135.6M. Delivery for the capital program is on track with 102% of the forecast YTD spend being incurred.

2.2. Financial Performance

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

Capital Projects Expenditure 2018/19

March 2019

Department	Original Budget (inc Carryover)	Approved Budget	Current Forecast	YTD Forecast	YTD Actuals	% Spent of YTD Forecast	% Spent of Approved Budget
Major Projects	51,812,995	47,253,294	46,313,649	34,258,723	33,123,079	96.69%	70%
Waste	410,653	649,359	648,076	357,416	315,272	88.21%	49%
Water	12,320,613	12,831,834	13,447,559	6,174,641	6,198,952	100.39%	48%
Sewerage	15,967,464	15,137,699	12,374,504	7,673,981	7,376,433	96.12%	49%
Corporate Revenues and Expenses	2,000,000	2,000,000	2,000,000	0	3,655,335	0.00%	183%
Works For Queensland Round 2 Funding Project	7,126,380	6,957,380	7,332,461	5,820,461	5,799,769	99.64%	83%
NDRRA	9,339,749	9,843,544	9,942,439	3,598,460	4,287,959	119.16%	44%
Transport and Infrastructure Projects	47,090,654	40,950,045	38,985,387	27,873,176	27,026,909	96.96%	66%
Total	**$ 146,068,508**	**$ 135,623,154**	**$ 131,044,074**	**$ 85,756,857**	**$ 87,783,709**	**102.36%**	**64.73%**
Capital Expenditure	*137,309,142*	*126,009,385*	*121,631,823*	*81,771,122*	*84,072,473*	*102.81%*	*66.72%*
Operational Expenditure	*8,759,366*	*9,613,770*	*9,412,251*	*3,985,735*	*3,711,236*	*93.11%*	*38.60%*

The ~$4.6M variance between the approved budget and the current forecast predicted for 30 June 2019 is mainly attributable to the following:

- Potential deferral of $5.3M (mainly attributable to Mirani Liquid Stream Upgrade, Caping Road Bridge, WMR Blacks Beach Road, Milton/Boundary Intersection)
- Potential overspend of $0.45M associated with W4Q projects deliverable prior to 30 June 2019.

A significant portion of the potential deferrals relates to the Mirani Liquid Stream project which is being delivered under a Design and Construct contract. The contracted PC date remains in place however the original spend profile has changed resulting in the 18/19 expenditure being reduced.

WMR Blacks Beach Road has been delayed due to issues with associated property boundaries encroached being discovered.

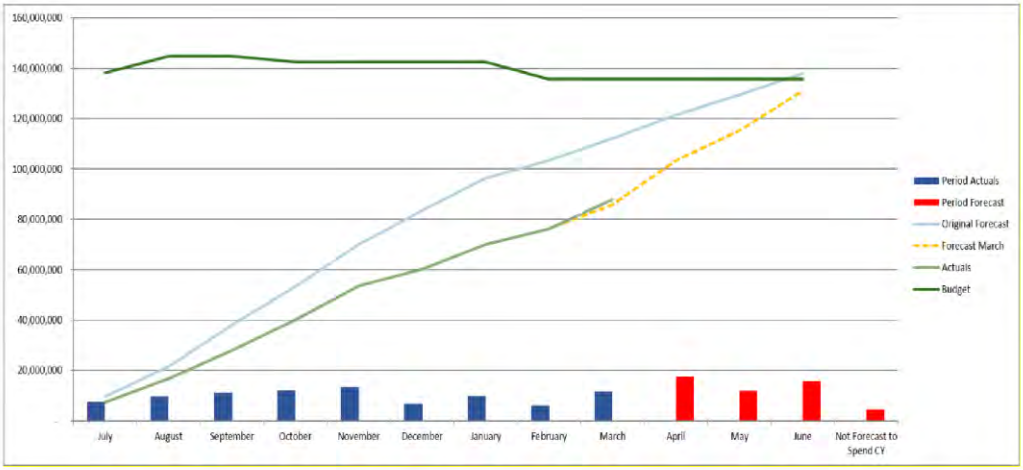
Remaining potential deferrals are being reviewed for consideration of options for acceleration of works.

Consideration of the above will be included as part of the March Budget Review process.

Mackay REGIONAL COUNCIL

Capital Expenditure Forecast 2018/19

As at 31 March 2019, $87.8M of work has been completed which is in line with the current year to date forecast.



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

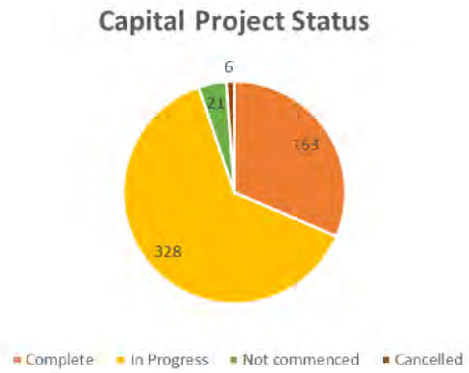
Project	*Description*	*Comments*	*Variance*
10390	Plant & Equipment - Replacement Program	Delay in delivery of light fleet and small plant. Variance is also impacted from contractual matters.	-$353,613
50885	Connors Rd to Stockroute Rd Connection	Land acquisition component still awaiting outcome of the land and environment court action to determine land value. Expenditure to be re-adjusted in future forecast.	-$211,822
73040	Mirani Liquid Stream Upgrade	The March forecast has been identified as overstated at month end, due to recognition of expenditure twice.	-$187,774
10484	Renewable Energy Project	Contractor cashflow impacted as a result of weather interruptions over the last month.	-$170,779
56006	Baxter Dr Extension to Tamron St	This is a developer contribution and progress on the developers works has been slower than expected.	-$165,194

Improvement initiatives / focus areas

Focus this month has centred on reviewing the works program for the remainder of the financial year and commencement of works planning for the 19/20 construction program. This has included consideration of works to be undertaken by internal Council staff verses external contractors, consideration of potential works packages and timelines for advanced detailed design works to ensure some designs are complete at the start of the financial year.

In conjunction with our safety team the directorate has been working on improvements to our contractor safety management and our internal daily supervisor reporting mechanism. The intent is to ensure a consistent standard is obtained across all internal operations as well as external suppliers.

2.3. Capital Projects Status



The above graph shows the status of capital projects as at the end of March 2019. Please note the completed projects can include projects commenced in prior years which were finalised in July and includes projects with carryover expenditure. The following list identifies the projects marked complete in during the month.

Description	*Budget Approval Year*	*Total Project Costs*
Nebo Rd WTP PAC BBUS Upgrade	2019	$211,421
Mt Pleasant Reservoir Valves Replacement	2019	$73,511
Sievers Road Floodway Replacement - 2017 NDRRA Event	FLDMAR17	$265,979
WMR Cape Hillsborough Road	2018	$306,564
RWS3 - Pump 2 - VFD Replacement	HEADST	$6,699
George Moore Park Playground Renewal Project	2019	$21,977
Mooney Ct Shared Path	2018	$50,331
Calen Reservoir	2018	$429,290
MECC - Source 4 Pars	2019	$6,000
McCreadys Creek Catchment	2016	$491,105
Graham Rd Culvert & Floodway Reconstruction-2017 NDRRA Event	FLDMAR17	$545,589
Blacks Beach Reservoir Valves	2019	$44,914

2.4. Key Contracts Approved for March

A list of key contracts that have been finalised and approved for the month is given below. In total these contracts are valued at ~ $1,379,547 for March 2019. There are smaller packages of works (not included below) and ancillary contracts that have also been awarded for the month of March linked to capital.

Contract	Design/Construction	Amount Award (Ex GST)	Contractor
SQ2019-027 Barber Drive Park, Eimeo – Concrete Works	Construction	$58,379.00	Seaforth Civil Pty Ltd
MRC 2019-057 Droughtmaster Drive Water Main	Construction	$509,041.00	BMD Urban Pty Ltd
MRC 2019-054 Sarina Water Main Replacement	Construction	$ 593,948.00	Aqua Project Solutions
SQ 2019-027 Nadarmi & Bridge Road Pedestrian Refuge	Construction	$ 57,057.00	Beagle Boys Construction
SQ 2019-031 Stormwater Drainage Upgrade – Thirteen Land Easement	Construction	$25,155.00	Seaforth Civil Pty Ltd
MRC 2019-055 Supply & Installation of a Pool Water Heating System	Supply and Installation	$ 135,967.08	NQ Water Services Pty Ltd
TOTAL		**$ 1,379,547.00**	

MAJOR PROJECT UPDATES

3.1 Mirani Liquid Stream Upgrade

Project Overview

Activity	Delivery	Start Date	Completion Date	% Complete
Detailed Design	External	November 2018	July 2019	40%
Construction Separable Portion 1	External	July 2019	March 2020	0
Construction Separable Portion 2	External	July 2019	May 2020	0
Commissioning Completion	External	May 2020	August 2020	0

The facility treats raw sewage from the Marian and Mirani catchments and discharges treated effluent as recycled water to local cane farmers and the Pioneer Valley Golf Course, or as effluent during a wet weather event. The current demand on the plant is 4,000 Equivalent Persons. (EPs)

The plant has continually been under the capacity to treat the sewage for the two catchments, when originally constructed in 2000 and after the interim upgrade in 2012. The plant also does not have any redundancy; therefore, critical maintenance cannot be performed under the current or future loads.

The scope of this project is to increase the capacity of the plant from 4,000 EP to 7,000 EP with the ability to upgrade to 10,000 EP in the future. The upgrade will also build in redundancy into the plant to allow for critical maintenance activities to be carried out.

Once the upgrade is complete, the quality of the recycled water will be such that it can be used without restrictions. This will provide an opportunity to market the water to new customers.

Recent Project Activities

- ✓ The approved budget for this project is $15.8M.
- ✓ The project is currently in the Detailed Design phase with several design workshops planned. Three design workshops have been held to date. These being:
  - 30% Design Review
  - Safety Review (CHAIR 1)
  - Preliminary Maintenance Schedule Review

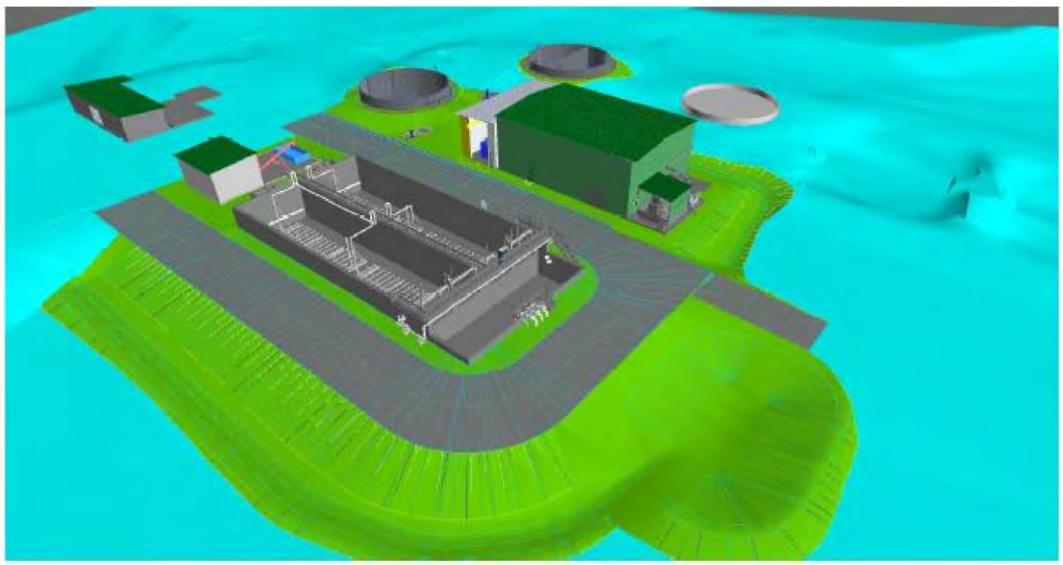


Photo 1 – 3D Model

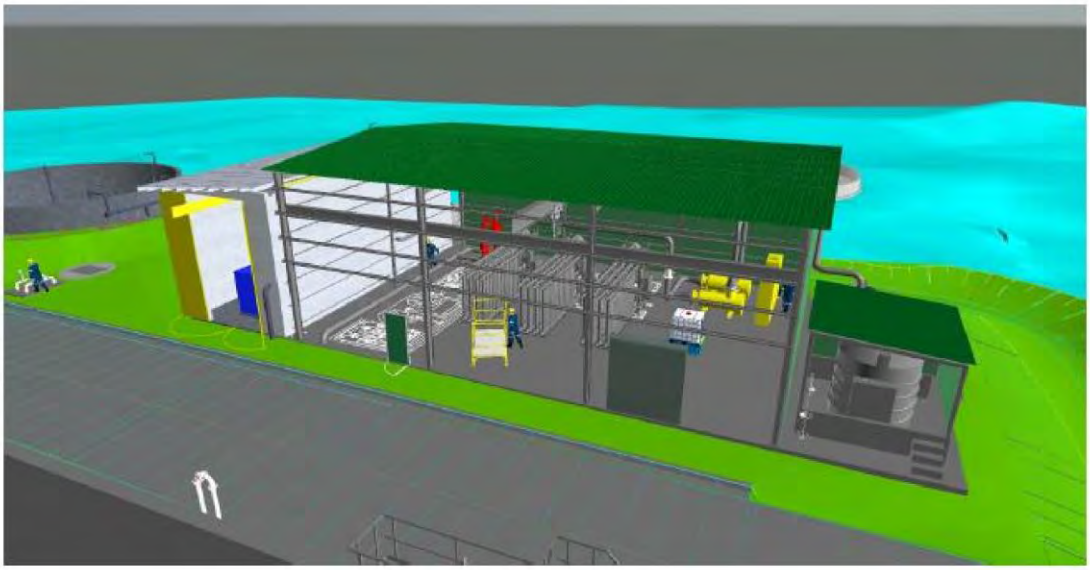


Photo 2 – 3D Model

ROADS & TRANSPORT PROJECT UPDATES

4.1 Bruce Highway Bicycle Off Ramps

Overview

The project scope consists of construction of two Bicycle Ramps on either side of the Ron Camm Bridge (southern end) connecting the bridge to the existing Bluewater Trail. This will provide a convenient route for cyclist and pedestrians to access the popular Bluewater Trail. Council is delivering the project with its commitment to encouraging healthy lifestyles. The project is part of the $995,000 funding from Transport & Main Roads(TMR), through Sole Invitation Contract between Council and TMR.

Project Overview

Activity	Delivery	Start Date	End Date	Budget	Actual	% Complete
Design	Internal	12/06/2015	05/10/2018	$13,000	$13,000	100%
Construction	External	12/10/2018	24/05/2019	$887,000	$53,600	20%

Recent Project Activities

- ✓ Contract works awarded to Haber Excavation as the Principal Contractor.
- ✓ Site works started mid-Feb19.
- ✓ Works currently underway out of the traffic with embankment fill, rock protection and earthworks works at the western ramp and some works starting at the eastern ramp
- ✓ Practical completion due 24 May 2019.

Figure 1 & 2 – Excavation in progress at the Western Ramp

Figure 3 – Excavation in progress at the Eastern Ramp (depicting some rain effect)

Figure 4 – Excavation in progress at the Eastern Ramp (depicting some rain effect)

Mackay REGIONAL COUNCIL

4.2 Bakers Creek Ferris Gully Ch 3350-4200 Landscaping Works

Overview

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

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

Project Overview

Activity	Delivery	Start Date	End Date	Budget	Actual EFC	% Complete
Design	External	01/03/2016	01/02/2017	$300,000	$300,000	100%
Construction (land acquisition, earthworks and drain)	External	09/07/2018	30/12/2018	$4,049,000	$4,049,000	100%
Landscaping	External	15/02/2018	30/04/2019	$2,305,900	$2,332,100	99%

Recent Project Activities

- ✓ Turf complete.
- ✓ Irrigation system installed and operational.
- ✓ Project Revised Practical Completion due 30 April 2019, this has been delayed due to replanting required for additional plants (a portion of these additional plants was replacing dead plants and the remainder being associated with design changes). The planting was only able to take place once there had been an extended period of dry weather for site accessibility.
- ✓ Maintenance period of 18 months to commence after the Practical Completion. Maintenance Management plan to be submitted by the contractor for review and approval by Council.

Figure 1 – Control line B- After rain end of Jan 19.

Figure 2 – Ferris Drain control line A-looking north from Schmidtkes Rd.

WATER & SEWERAGE PROJECT UPDATES

5.1 60080-rwi-New Eton Bore

Overview

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

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

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

Project Overview

Activity	Delivery	Start Date	Completion Date	Budget	Actual	% Complete
Project Management & Supervision	Internal	1/07/2017	31/06/2019	$43,615	$37,043	98%
Internal Design - Bore and Treatment Plant	Internal	1/07/2017	31/07/2018	$68,809	$63,709	100%
External Design - Bore and Treatment Plant	External	1/10/2017	21/11/2018	$132,768	$132,768	100%
Bore Construction	External	12/02/2018	15/05/2018	$169,550	$169,950	100%
Treatment Plant Design and Construct and Commission	External	18/06/2018	21/01/2018	$875,850	$822,736	98%

Additional funds have been obtained from 55277- W4Q2 Koumala Water Upgrades W4Q2, increasing the Construction Contract Budget to $875,850.

Contractor claims are milestone linked and not progressive, with the 90% milestone reached in late mid-February. Proof of performance has been demonstrated, minor defects have been rectified and the Contractor will claim the outstanding payment milestone in April 2019 once project documentation is finalised.

Recent Project Activities

- ✓ From the end of January, the new softening plant was operated continuously without any issues.
- ✓ Driveway access improvement requirements have been finalised with TMR. This work is expected to be completed in the drier months of May and June by internal resources, for completion before end of the FY.

Figure 1 – South West side of completed Plant

Figure 2 – North East side of completed plant with bore in foreground.

5.2 Sewer Renewals - Replacement: Mackay and Sarina

Overview

As a part of maintaining the condition of the sewer reticulation network, Council has a program to inspect its gravity sewer mains through Closed Circuit Television (CCTV) works. CCTV work undertaken has identified several sewer mains that require repair works. The most cost- effective approach to sewer renewals is to insert a structural liner into the existing sewers which restores the sewer to as new condition. Relining has the added benefit of sealing all pipe joints reducing the ingress of groundwater which is a major component of inflow and infiltration that leads to surcharging within the sewerage networks.

The intent of the Contract is to rehabilitate assets by "no dig" methods via in-situ lining of deteriorated sections of gravity sewer to restore the structural integrity, hydraulic capacity and efficiency of the network. This rehabilitation constitutes a key part of the efficient and systematic management of the sewer system by minimising replacement costs and minimising the risk of emergency repair costs, damage to property and the receiving environment and related service disruptions.

The sewer repair sites are located at various sites within the Mackay and Sarina regions. The methods of repair include junction sealing and both point patching and full relining. The works include all necessary customer consultation, CCTV inspections, relining, clean up, removal of all construction items, and the restoration of property and other related work where required.

- 21.3 km of CCTV inspection in Mackay
- 3.4 km of sewer relining in Sarina (part funded by W4Q2)
- 8.9 km of sewer relining in Mackay

The works have been Contracted to Interflow Pty Ltd for relining commencement in November 2018.

Project Overview

Activity	Delivery	Start Date	Completion Date	Budget	Actual	% Complete
Project Management incl, Supervision and internal Design	Internal	01/07/2017	31/07/2019	$167,555	$137,522	80%
Sarina (W4Q2) Construction	External	24/10/2018	28/02/2019	$493,664	$487,000	98%
Mackay Construction incl. Sarina works cross subsidy	External	24/10/2018	28/06/2018	$2,308,298	$1,052,315	45%
Construction	Internal	01/07/2017	28/06/2019	$75,040	$39,889	53%

Recent Project Activities

- ✓ Relining pipe installation is 100% complete in Sarina (Package A)
- ✓ The Contractor was able to assist Council by diverting resources to deal with the urgent relining of approximately 850 m of DN 450mm trunk sewer along Mackay Bucasia road that was beginning to collapse due to Hydrogen Sulphide gas attack on the underside of the roof of the pipes.
- ✓ Work on Package B comprising CCTV inspections and re-lining of sewers above 225mm diameter is progressing. An extension of time was granted for a revised completion date of 24th March 2019 for wet weather and an increased number of Junction Seals. A further extension is being assessed for the impact of diverting resources to the emergency relining. The sewer cleaning and CCTV component of the work in particular has been delayed due to this diversion of resources.
- ✓ The Contractor has commenced the 3rd and final package of works comprising sewers less than 225mm in diameter (Package C) earlier than was expected and may be finished earlier than what was previously scheduled – late May versus by 30th June 2019.

5.3 Mirani STP Effluent Storage Expansion

Overview

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

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

Mackay REGIONAL COUNCIL

Capital Works
Monthly Review > March 2019

Project Overview

Activity	Delivery	Start Date	Completion Date (Target)	Budget	Actual	% Complete
Project Management	Internal	01/07/2015	(01/12/2019)	$221,000	$171,466	98%
Land Acquisition	Internal	11/10/2016	22/12/2017	$400,000	$359,500	100%
Design	External	16/10/2017	19/03/2018	$115,000	$146,250	100%
Construction	External	20/06/2018	(22/11/2018)	$3,206,000	$2,978,056	98%

Recent Project Activities

- ✓ Transfer pump station and new dam now operational.
- ✓ Ergon have complete connection works for switchboard adjacent to the farmer's outlet at the Dam
- ✓ "As constructed" documentation has been finalised, some minor issues identified at "On maintenance" inspection and pump station commissioning being attended to.

Mackay REGIONAL COUNCIL

Office of Mayor and CEO

Monthly Review

Period - April 2019

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OVERVIEW

This report is for the Office of the Mayor and CEO for April 2019.

- MRC continues on its safety journey with no lost time injuries for March or this quarter. The focus remains however on all incidents and reporting, and we have now initiated a strategy around contractor safety management to expand our management of risks, hazards and injuries.

- The Midge Point sand nourishment project commenced (after geo bag wall component finished in early February) in late February and is approximately 35% complete. The revegetation and fencing will be undertaken in April. Ensuring any revegetation is maintained and watered will be a priority.

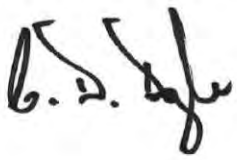
- The Lamberts Beach sand nourishment commenced in mid-February and is approximately 30% complete. The revegetation and fencing will be undertaken from April to May as each section of the sand nourishment is completed.

- Emergency repair works are being undertaken as necessary on damaged sections of the road network after the recent rain event in January 2019. These works need to be completed in first 90 days after the event.

- The geotechnical site investigation and engineering surveys of the Dalrymple Road landslips have been completed. The draft geotechnical report detailing the cause and extent the landslips and restoration options has been completed and is being reviewed. The final report will be the basis of the restoration funding submission to the Queensland Reconstruction Authority.

- A preliminary design for the reconstruction of the Boundary Creek causeway is being prepared. The design will need to address fish passage requirements as the creek is a major impact waterway and it will need a development application for a waterway barrier permit. Once the preliminary design is finalised the restoration funding submission will be lodged.

- The 2019/20 budget preparation is running to plan with multiple briefings set down with Councillors over coming months.



SAFETY

1.1. Overview

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

- One-hundred percent of hazard inspections were completed on-time.
- Completion of monthly action plan (MAP) items exceeded the 90 percent target established.
- Eighty-five percent of safety corrective actions were completed on-time. This is an increase on the previous quarter, when 79 percent were completed on-time. This will remain a focus to ensure the 95 percent target is met in the future.

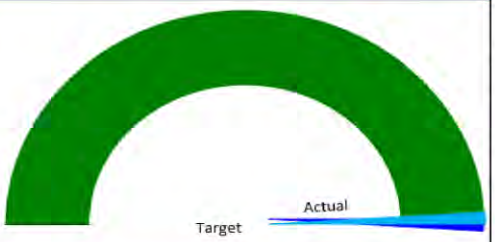
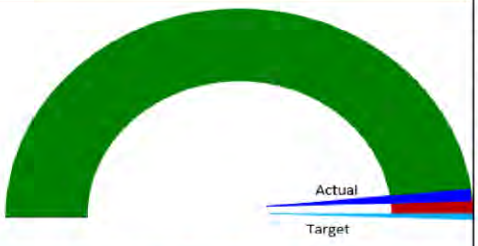
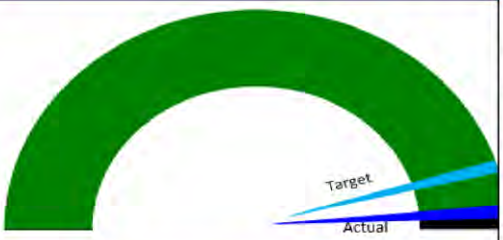
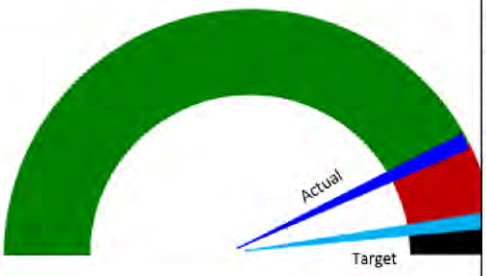
Safety activities conducted during the quarter included:

- In conjunction with WHS Queensland Inspectors, MRC undertook an audit of all pool facilities. A few minor improvements were identified in regard to chemical management, which the pool contractor is implementing. These audits were conducted as part of a Queensland-wide public pool compliance campaign.
- Continued to review, along with key stakeholders, the safety aspects of contractor management; with legal opinion provided to ensure MRC is meeting its WHS legal duties.
- The review and amendment of WHS procedures is continuing, as part of 'THE HUB' project.
- Investigated and reported on critical incidents – including identifying appropriate corrective actions for implementation.
- Several managers, Health and Safety Representatives and the WHS Team attended the Resource Industry Network Safety Conference at the MECC; with initiatives identified to support both the physical and mental wellbeing of our people.
- WHS Team members attended the North Queensland Rehabilitation and Return to Work Conference; with initiatives identified to support the timely and effective return to work of injured and ill employees.
- Each Department-based Health and Safety Committee met.
- The WHS Management Committee met.
- Provided a high level of support to injured workers – including accompanying on doctor visits
- Other activities include procedure reviews, safety observations and interactions, and attendance at pre-start meetings and toolbox talks.
- There is a glossary at the back of the safety report which explains terms and acronyms.

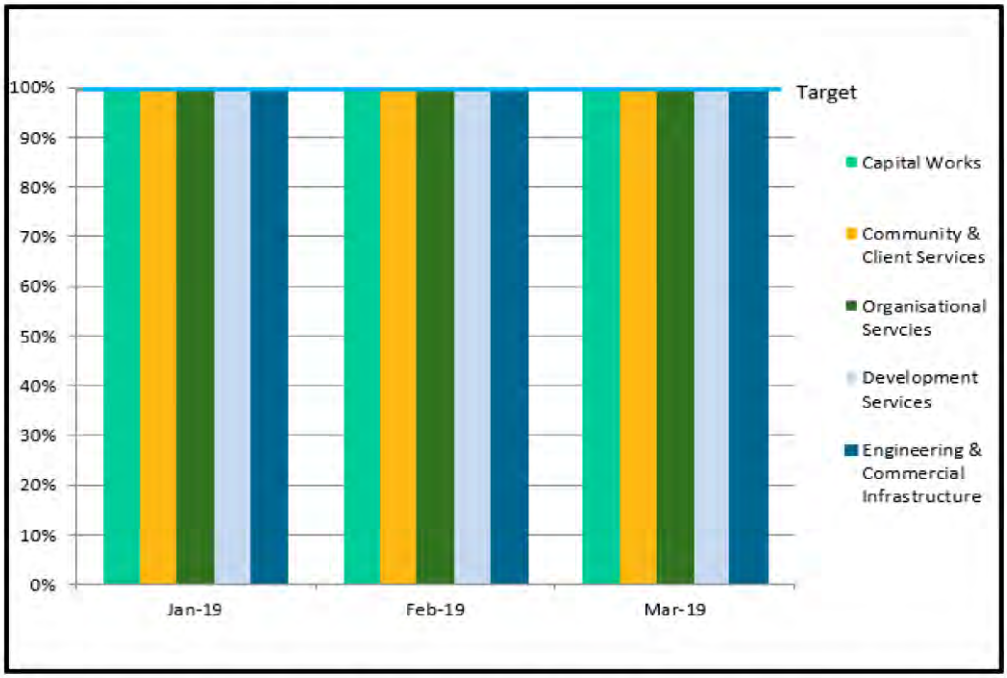
1.2. Lead Indicators

Quarterly Result

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

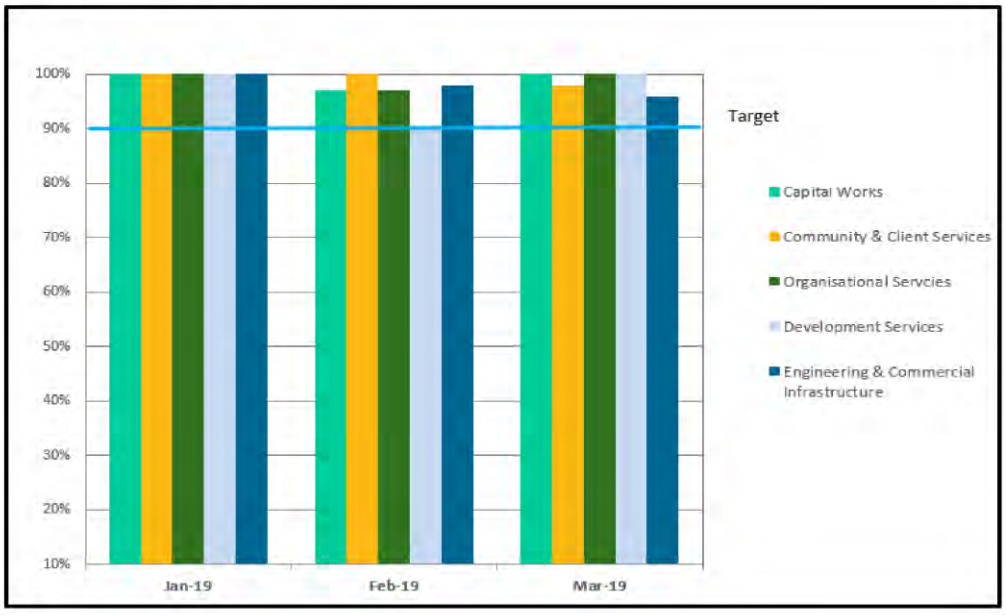
Hazard Inspections Completed 	This graph shows the percentage of scheduled inspections completed on-time in the quarter. At a department-level the results were: • Capital Works:100% • Community and Client Services: 100% • Development Services: 100% • Engineering and Commercial Infrastructure: 100% • Organisational Services: 100%
Manager Safety Interactions Undertaken 	This graph shows the percentage of members of the management team that have undertaken at least six safety interactions. Whilst not recorded here, the layer of management below program managers are continuing to undertake safety interactions, with a target of three per quarter.
Monthly Action Plan (MAP) Completed 	This graph shows the percentage of MAP items completed in the quarter. The purpose of the MAP is to implement and monitor key actions identified in the WHS Management System Plan.
Corrective Actions Completed on Time 	Corrective actions are raised following an incident, hazard inspection, hazard report, or as an action from a WHS meeting. Performance in this area has increased from the previous quarter when 79% of actions were completed on time. Further investigation and follow-up will be undertaken to ensure that performance continues to improve.

Hazard Inspections Completed



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

Monthly Action Plans Completed



Mackay REGIONAL COUNCIL

Office of the Mayor and CEO
Monthly Review > April 2019

Lead Indicators Break-up by Program

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

Department / Program		Hazard Inspections			Manager Safety Interactions			Monthly Action Plan (MAP)	Corrective Actions
		¼ Actual	¼ Target	% Achv'd	¼ Actual	¼ Target	% Achv'd	¼ Achv'd	% of CA's actioned on time
Capital Works	CW Management	1	1	100%	6	6	100%	100%	100%
	Major Projects	0	0	100%	4	6	67%	99%	100%
	Transport & Infra	4	4	100%	6	6	100%	95%	40%
	Water & Sewerage	2	2	100%	9	6	100%	100%	0%
	Project Management	0	0	100%	7	6	100%	100%	100%
	Design Services	0	0	100%	6	6	100%	100%	67%
	Total	7	7	100%			83%	99%	42%
Community & Client Services	CCS Management	0	0	100%	6	6	100%	100%	100%
	Corporate Comm	1	1	100%	6	6	100%	100%	67%
	Community Lifestyle	6	6	100%	6	6	100%	95%	100%
	MECC & Events	2	2	100%	6	6	100%	100%	75%
	Emergency Management	1	1	100%	3	3	100%	100%	100%
	Health & Reg Services	3	3	100%	6	6	100%	100%	83%
	Total	13	13	100%			100%	99%	81%
Development Services	DEV Management	1	1	100%	7	6	100%	100%	50%
	Development Engineering	1	1	100%	6	6	100%	100%	100%
	Development Assessment	1	1	100%	6	6	100%	89%	100%
	Parks	19	19	100%	6	6	100%	95%	87%
	Strategic Planning	1	1	100%	6	6	100%	99%	100%
	Economic Development	1	1	100%	6	6	100%	97%	100%
	Total	24	24	100%			100%	97%	87%
Engineering & Commercial	ECI Management	0	0	100%	15	12	100%	100%	100%
	Technical Services	0	0	100%	6	6	100%	100%	100%
	Civil Operations	19	19	100%	6	6	100%	95%	95%
	Business Services	0	0	100%	4	4	100%	100%	100%
	Waste Services	1	1	100%	6	6	100%	95%	97%
	Water Network	13	13	100%	6	6	100%	95%	100%
	Planning & Sustainability	0	0	100%	6	6	100%	100%	100%
	Water Treatment	5	5	100%	7	6	100%	97%	30%
	Total	38	38	100%			100%	98%	91%
Organisational Services	ORG Management	0	0	100%	6	6	100%	100%	100%
	Asset Management	1	1	100%	6	6	100%	100%	100%
	Financial Services	0	0	100%	3	3	100%	100%	100%
	Shared Services Centre	3	3	100%	7	6	100%	90%	100%
	Procurement & Plant	4	4	100%	8	6	100%	100%	100%
	Property Services	6	6	100%	6	6	100%	100%	75%
	Governance & Safety	2	2	100%	6	6	100%	99%	100%
	People & Culture	0	0	100%	7	6	100%	100%	100%
	Office of the Mayor & CEO	1	1	100%	10	6	100%	100%	100%
	Executive Officer	0	0	100%	8	6	100%	100%	100%
	Total	17	17	100%			100%	99%	86%

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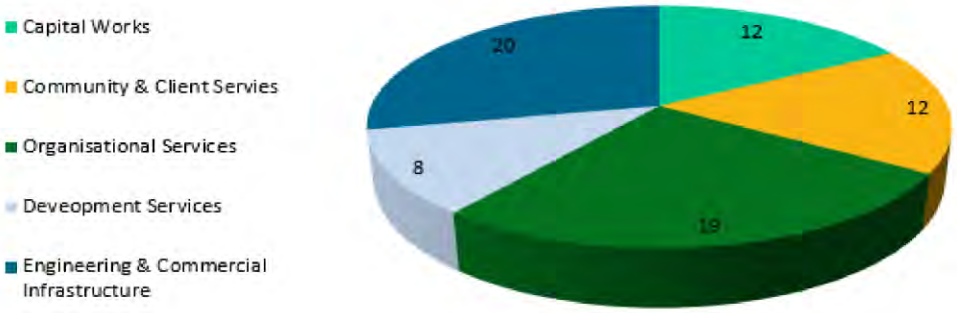
Corrective Action Status Report

Total Active Corrective Actions



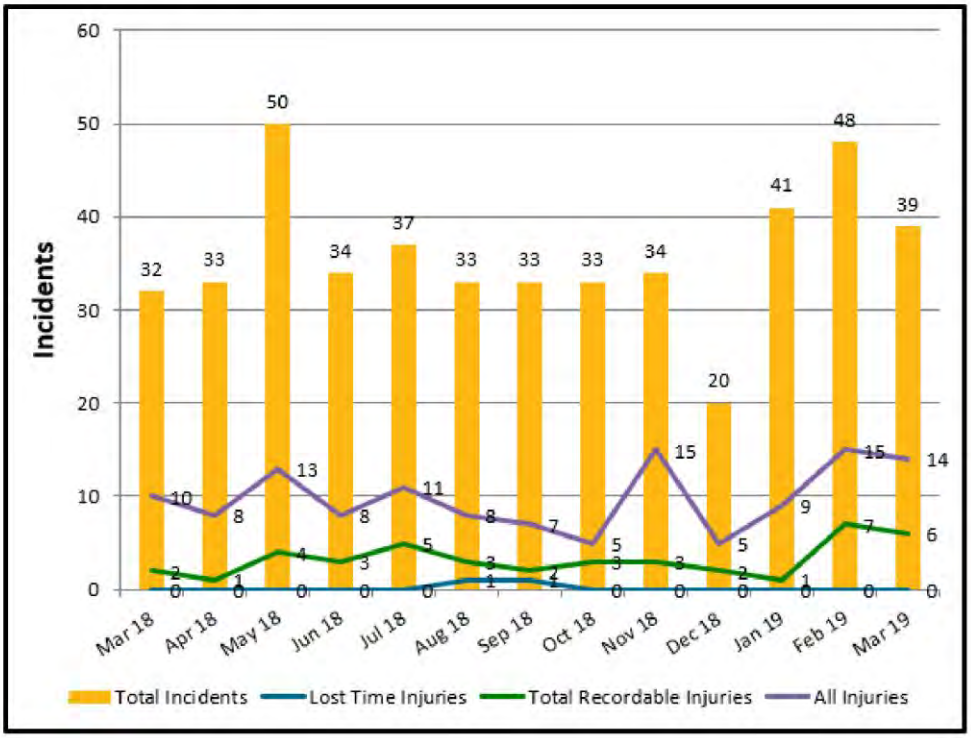
Department	CAs Outstanding (not yet due)	CAs Overdue				% of active CA's overdue
		<30 days	30-60 days	60 -360 days	>12 months	
Capital Works	5	7	0	0	0	58%
Community & Client Services	12	0	0	0	0	0%
Organisational Services	16	3	0	0	0	16%
Development Services	7	1	0	0	0	13%
Engineering & Commercial Infrastructure	16	4	0	0	0	20%
Mackay Regional Council	56	15	0	0	0	21%

This table above the corrective actions which are:

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

1.3. LAG INDICATORS

Incidents and Injuries



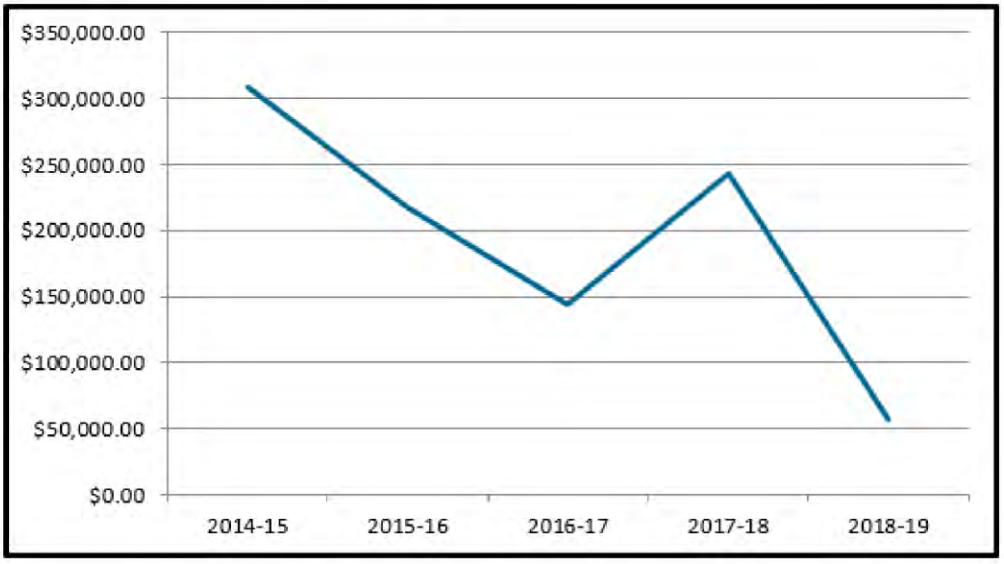
128 incidents were reported during the quarter.

There were no lost time injuries reported within the quarter.

38 incidents resulted in an injury to a MRC employee; 6 requiring medical treatment.

- Non-treatment injuries included minor strains and sprains, bites and stings, and lacerations.
- Incidents resulting in asset damage included: vehicle incidents, minor property damage, and damage to underground services.
- The number and type being reported is indicative of a positive incident reporting culture.

Workers Compensation Claims Costs

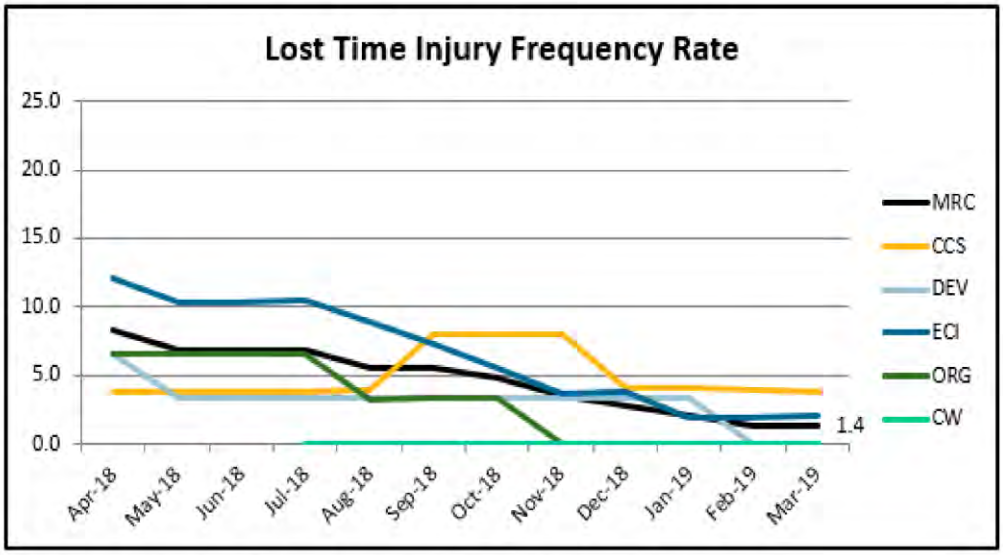


This graph depicts the total worker's compensation claim costs over five years.

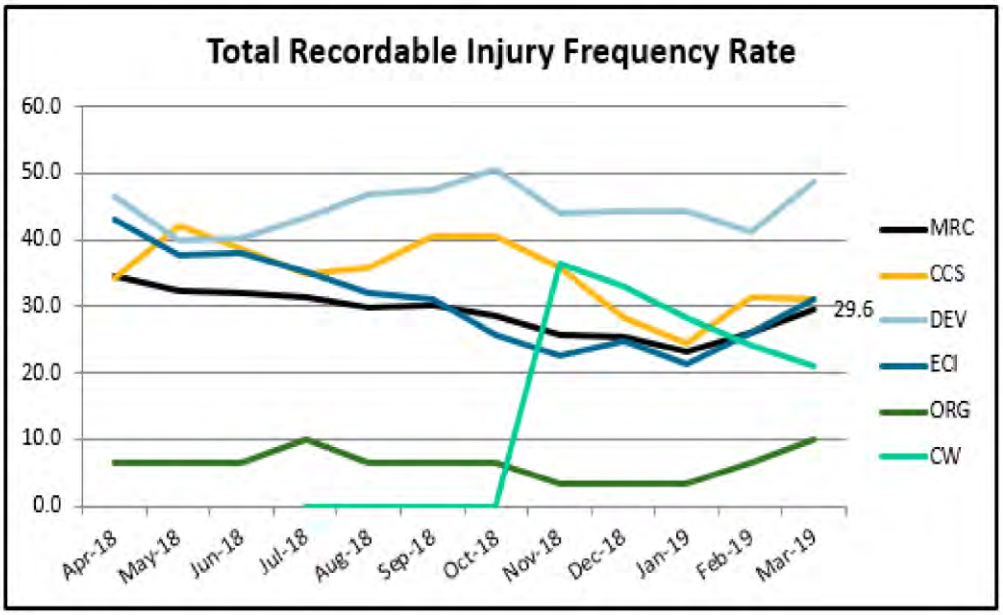
Claim costs are payments made in relation to accepted claims. This includes compensation payouts and medical costs and expenses relating to claims.

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

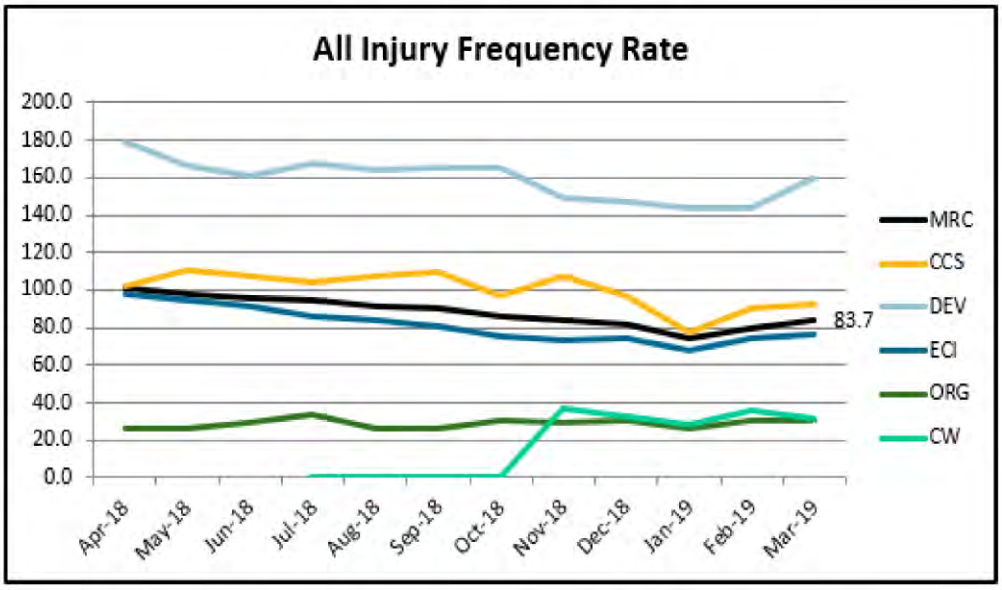
Injury Frequency Rates 12 month rolling average



There were no lost time injuries reported within the quarter.

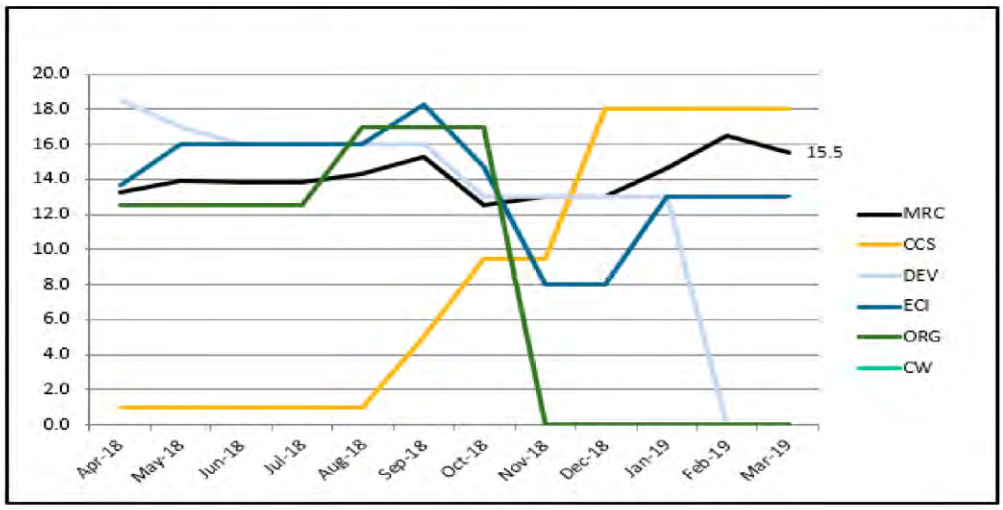


Fifteen recordable injuries were reported during the quarter.



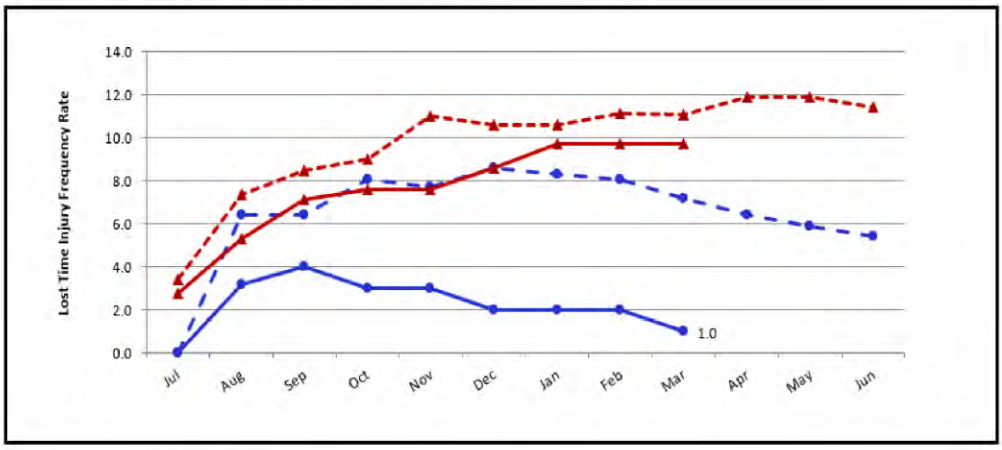
During the quarter, there were 39 incidents which resulted in an injury to a MRC employee.

Duration Rates 12 month rolling average



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

Lost Time Injury Frequency Rate Comparison 2017-18



Legend

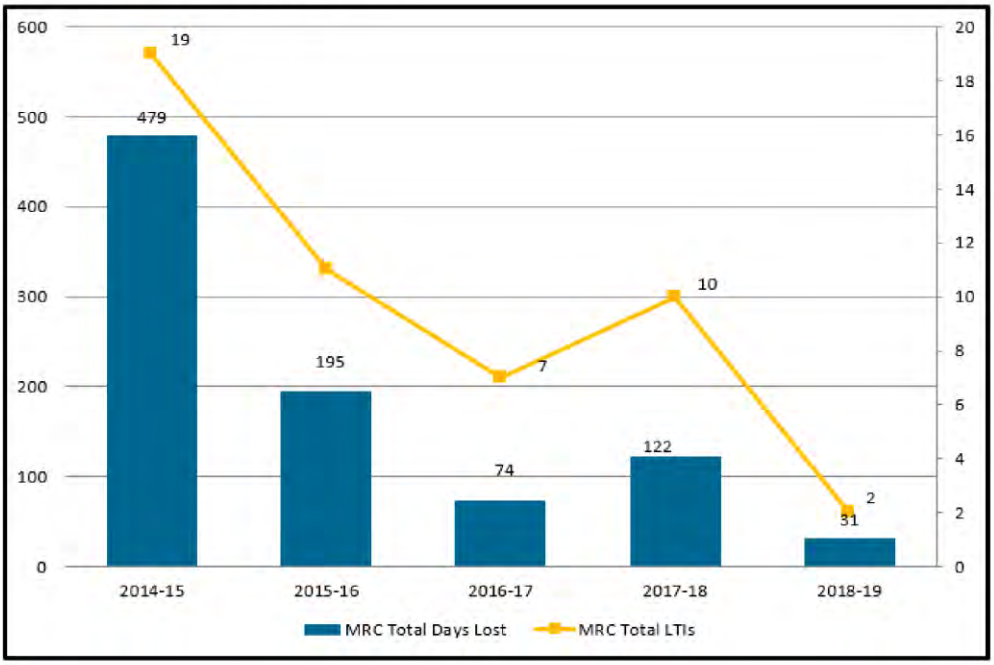
MRC	This year	———
	Last year	- - -

All Group E Councils	This year	———
	Last year	- - -

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

MRC has recorded two LTIs. This has resulted in a LTI frequency rate of 1.0, which is below the *All Group E Councils* rate and MRC's rate at the same time last year.

Lost Time Injuries and Days Lost



Department	2014-15		2015-16		2016-17		2017-18		2018-19	
	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
Capital Works										
Community & Client Services	1	11	2	4	3	6	1	1	1	18
Organisational Services			1	4			2	25		
Development Services	4	164	3	29	3	55	1	13		
Engineering & Commercial Infrastructure	14	304	5	158	1	13	6	83	1	13
Mackay Regional Council	**19**	**479**	**11**	**195**	**7**	**74**	**10**	**122**	**2**	**31**

For the 2018-19 year, two lost time injuries have been recorded:

- While removing a guide post, a worker felt pain in the groin area, later identified as a hernia. Following surgery, eight days were lost in August. A further 5 days were lost in September as the worker recovered.
- While unpacking a stack of chairs, a worker suffered a knee injury when the stack fell forward and hit his knee. 18 days were lost as the worker recovered.

* The insurer has recently approved an additional historic claim from a casual employee due to a revised interpretation of the policies that applied at the time.

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

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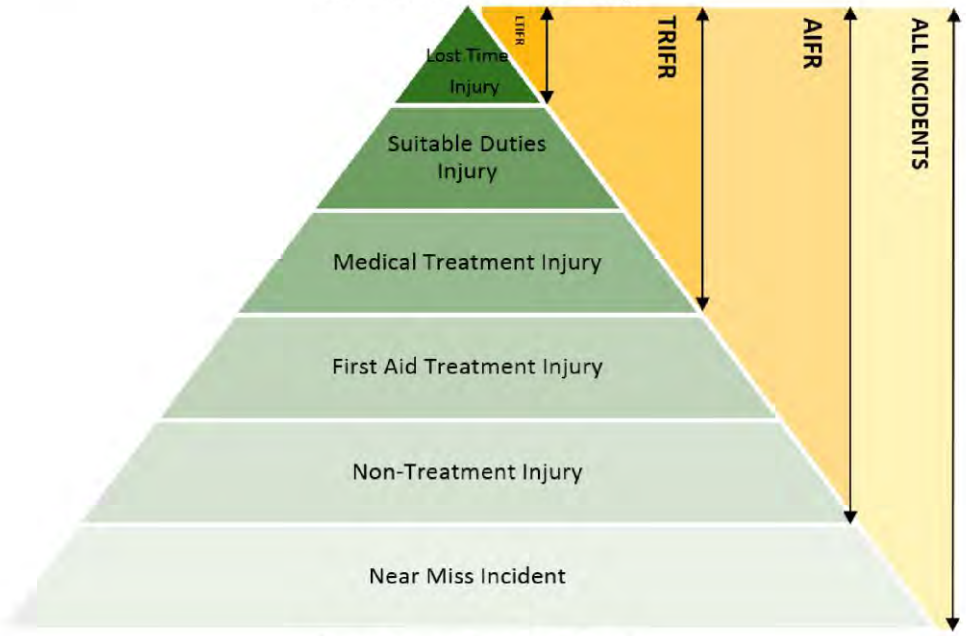
WHS Incident Summary

Department / Program		Incident Data (2nd Quarter)							Incident History 2017-18 financial year (YTD)						
		LTI	TRI	All Injury	Near Miss	AD	NSM	Total Incidents	LTI	TRI	All Injury	Near Miss	AD	NSM	Total Incidents
Capital Works	CW Management														
	Major Projects														
	Transport & Infra			1		4		5		1	2	1	10	4	17
	Water & Sewerage									1	1			2	3
	Project Management														
	Design Services														
	Total			1		4		5		2	3	1	10	6	20
Community & Client Services	CCS Management														
	Corporate Comm.										1				1
	Community Lifestyle			1	4	1	5	11		1	4	5	4	15	28
	MECC & Events		3	6			1	7	1	4	10	2	1	3	16
	Emergency Manag.										1				1
	Health & Reg			1		3		4		1	2	1	5		8
	Total		3	8	4	4	6	22	1	6	18	8	10	18	54
Development Services	DEV Management														
	Development Eng														
	Development Ass										1				1
	Parks,		4	17	2	20		39		11	36	5	47	5	93
	Strategic Planning														
	Economic Dev										1	1	2		4
	Total		4	17	2	20		39		11	38	6	49	5	98
Engineering & Commercial Infrastructure	ECI Management														
	Technical Services						1	1				1	1	1	3
	Civil Operations		3	5	1	23	3	32	1	8	16	2	52	4	74
	Business Services														
	Waste Services						7	7						22	22
	Water Network		2	4	4	3	1	12		3	7	6	7	3	23
	Planning & Sust			1				1			1				1
	Water Treatment				1	2		3				1	2		3
	Total		5	10	6	28	12	56	1	11	24	10	62	30	126
Organisational Services	ORG Management														
	Asset Management										1				1
	Financial Services														
	Shared Services		1	1				1		1	1	2			3
	Procurement & Plant		1	1				1		2	2		1		3
	Property Services						3	3				1		7	8
	Governance & Safety										2		2		4
	People & Culture				1			1				1			1
	Office of the Mayor & CEO														
	Total		2	2	1		3	6		3	6	4	3	7	20

1.4. Definitions

Incident Hierarchy



Incident Definitions

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

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

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

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KEY INITIATIVES

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

2.1. Summary of key projects and initiatives

Strategy	Action	Measure	Start Date	Est Complete Date	Status	Comments
People & Culture	Implement industry-leading people management practices including recruitment, training and development, performance management, and workforce planning.	• Implement a plan for the use of workforce planning, succession planning and talent management tools and framework	Jul 18	May 18		Has commenced and moving along to plan now that a full complement of resources now on board.
		• Reshape the Council approach to recruitment and selection to improve the quality of successful candidates	Jul 18	Mar 19		Review of current processes complete and development of improvement plan nearly complete.
		• Assess the Human Resource Information System functionality and review processes to provide a platform for accurate, relevant and easily trackable employee information for better people management decision making	Jul 18	Jun 19		Initial assessment has been completed with detailed scoping and work planning now started
Financial Governance Meet or better 18/19 budget targets for operational and capital. Ensure LTFF data and information is sustainable and accurate.	• Ensure revenue and costs are as per budget or better.	• Meet business budget target. Stretch target to achieve/exceed full year budget	Jul 18	Jun 19		March quarter reforecast is due in late April however we continue to run with the organisation tracking to budget.
	• Embed Continuous improvement culture with initiatives such as First principles review of Council operations	• Identify > 30 cost saving initiates for year that can be reviewed as part of 19/20 budget.	Jul 18	May 19		Allocation of areas of focus has been completed with scope defined for most and work progressing. The 19/20 budget will include some detail on options.
	• Improve accuracy of LTFF forecasts to ensure minimal increases for ratepayers into future with sustainable outcomes.	• Review and optimise LTFF with greater accuracy on future capital forecasts.	Jul 18	Jun 19		Increased focus in all areas to improve accuracy of LTFF particularly around capital and an increased focus on LTFF accuracy for future years

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Strategy	Action	Measure	Start Date	Est Complete Date	Status	Comments
	• Undertake a rates review of all rating categories	• Initial review undertaken by Nov 18 and discussed with Council. Further work then to prepare for 19/20 budget inclusions.	Jul 18	Nov 18 (stage 1)		Several briefings session held. 19/20 budget will present any planned changes for discussion
Capital Delivery Improve capital delivery and associated planning outcomes efficiency	Deliver the capital works program for 18/19 as planned and introduce future years planning structure and review.	• Percentage of the capital works program including carry-overs completed against the original budget including carry-overs considering scope changes, contingency and project savings and new or deferred projects – 90%	Jul 18	Jun 19		Tracking to plan after nine months with ~ 90% achievement to cash flow
		• Implement new capital delivery structure with improved delivery outcomes.	Jul 18	Mar 19		**Complete**
		• Implement project planning processes and structure for identification and works for future years (years 2 and beyond from current) capital programs	Jul 18	Jun 19		On track. 19/20 budget will have focus on business case development and detailed design for future years.
Improved asset Management	• Ensure that asset management aligns to the council's strategic direction and that effective asset management practices are in place to optimise the use of council's assets required to deliver services to the community. • Provide oversight and strategic guidance to ensure that assets, property and plant are managed appropriate to the required service delivery standards.	• New and revised asset management systems and structure to support are implemented and operational	Jul 17	Jun 19		Asset Strategy approved by Council in March and restructure takes affect from 1 April. Further development of detailed asset plans underway.
		* A detailed Asset management strategy and action plan be finalised	Jul 18	Jun 19		On track
		• Maintenance management activities are transitioned into the corporate Asset Management System	2017	Dec 18		**Complete.**

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Strategy	Action	Measure	Start Date	Est Complete Date	Status	Comments
Environmental Sustainability	Promote sustainable practices and respond to climate change in council's operations.	Complete the renewable energy solar initiative project on budget and on time.	Jul 17	Mar 19		Many sites now operational. Progress on a few sites delayed slightly past estimated March dates due to some specific site issues. Detailed later in report
Disaster Preparedness Build community preparedness and responsiveness to emergencies and natural disasters	Develop and implement a Disaster Communications Working Group Action Plan to improve disaster communications in response to the Disaster Communications Review	• Complete all 2018/19 Disaster Communications Working Group action outcomes	Jul 18	Jun 19		Internal actions complete. Actions from recent bushfire event now added to list.
	Develop a Community led SES Management Template	• Complete SES Strategic Directions Group trial as per agreed MRC/QFES actions and agree future way forward.	Nov 17	Mar 19		Strategic session on Training held on 7 March. Will seek an extension to trail period to around June to allow completion of further works
Environment	Increase recycling and reuse by diverting waste from landfill and raising community awareness to reduce the costs of providing waste services, gain the economic advantages pf producing material for reuse and reducing the impact on the environment	• Monitor and report the impacts of the current change to markets and government policy on MRC's recycling service. Develop and agreed strategy on way forward.	Jul 18	Jun 19		Operator continuing to meet targets for sale of products.
Community Pride	Provide a Strategic volunteer program delivering a range of opportunities for residents to contribute to the development of their community through volunteering	• Implement the recommendations of the review of management and administration of our volunteers	Jul 18	Jun 19		Appointment of a dedicated role being Human Resources Advisor – Volunteers, has been undertaken. Further briefing to Council in April 2019 with status update

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

Strategy	Action	Measure	Start Date	Est Complete Date	Status	Comments
Economy – Activation of the Mackay Waterfront	• Work in Partnership with the community, government agencies and other stakeholders to deliver an urban waterfront Priority Development Area (PDA)	• Prepare the Mackay Waterfront PDA Development Scheme and continue with concept designs and development facilitation in the PDA area.	2017	Jun 19		Development scheme tracking to plan Progression of key design focus on track including review of current development applications etc. Masterplan process well advanced
	• Enhance the aesthetic and recreational aspects of the Pioneer River and Binnington Esplanade.	• Complete Queens Park and BWL State funding ($8.8M) project by Dec 2019				Project now handed to Capital Delivery Directorate for delivery. Designs to be completed late April with commencement by in-house staffing May.
Mackay Regional Sports Precinct	Complete Project and appoint Operators	• Commence construction of new sports precinct prior to December 2017 with final completion achieved by Feb 2019.	Jan 17	Feb 19		**Complete.** Facility was opened on 9 March. Minor works to be finalised
The Sugar Bowl	Complete project	• Complete project on time and on budget.	Mar 18	Sep 18		**Project completed**, with official opening 21 September.
Camilleri Street Park Upgrade	Advocate, seek funding, commence works and complete key projects linked to the promotion and liveability of the Mackay region	• Finalise work scope and deliver first stage of Park upgrade as per approved funding	Jul 18	Jun 19		Detailed design basically complete. Tenders for some components linked to State funding to be finalised by mid-April. On track for completion by end 2019.
Resource Centre of Excellence	Advocate, seek funding, commence works and complete key projects linked to the promotion and liveability of the Mackay region	• Funding approval for $3.6M received from State government in late 2017 and to be constructed and operational by Dec 2019.	Mar 18	Dec 19		State Funding agreement finalised. Detailed design commenced and operating agreement with RIN nearing completion. Briefing set for 24 April to provide update to Councillors.
Works for Queensland	Plan for delivery of public infrastructure and services to match the needs of our changing population	• Complete identified and approved projects under the Works for Queensland (W4Q) Round 2	Nov 17	Jun 19		All identified projects for completion on track in Round 2, with an extension of 1 month granted by State for 3 projects to ensure completion.
	Identify and complete initial planning and costing detail for the State approved 2019-	• Identify projects for completion	Dec 18	May 19		Round 3 funding list of projects submitted to State 15 March 2019.

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Strategy	Action	Measure	Start Date	Est Complete Date	Status	Comments
	2021 W4Q funding from 2019 onwards					
Shovel ready Projects	Develop key projects to Shovel Ready status	• Nine key projects have been identified by Council for development to shovel ready stats in 2018/19				
		Northern Beaches Community Hub	May 17	Jun 19		Land options review briefing to Council 10 April 2019
		Sarina CBD Revitalisation	2017	Jun 19		Business Case being developed for road funding application to State/Federal as priority as for possible Federal election funding, with briefing to Council 17 April
		Mountain Biking	2017	Jun 19		Mountain Bike Strategy endorsed by Council in February. Feasibility study being developed
		Aquatic Facilities/Wave Pool	2017	Jun 19		EOI for Wave Pool facility endorsed by Council and advertised 23 March 2019.
		New Mackay Animal Facility	2018	Jun 19		Currently building off initial concept design work and identifying scope and costs options and operating model options. Also seeking federal election funding commitment
		Driver Education Facility	2018	Jun 19		MRC involvement reduced and awaiting feedback from Palmyra on possible way forward.
		Mirani Heritage Precinct	Mar 18	Jun 19		Initial high-level Concept plan options and costings have been completed.
		Sarina Sugar Shed Business Analysis	Jul 18	Jun 19		Project behind schedule. Review will commence with assistance by external consultant from late April.

Strategy	Action	Measure	Start Date	Est Complete Date	Status	Comments
		Brewers park Masterplan	Jul 18	Jun 19		Review of previous masterplan commenced with drainage projects major priority as part of 19/20 budget considerations.

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

Strategy	Action	Measure	Start Date	Est Complete Date	Status	Comments
Regional Identity	**Working Together with Neighbouring Councils** Maximise the opportunities through active participation in the Greater Whitsunday Region of Mayors to build strategic alliances, advocate on regional priorities and collaborate to capitalise on opportunities for joint cost savings and improve service delivery	• Number of active/successful ventures through NAS or other mechanisms of 6	Jul 18	Jun 19		Current initiatives include shared funding for representative to LGAQ international waste study tour, WIM Alliance, regional Waste review group, and planning for joint deputations.
Economy/Tourism	Support for Key Stakeholder organisations	Support and continue to work closely with; - GW3 - MTL - RIN - RDA	Jul 18	Jun 19		Agreed to support through funding GW3 until mid-2019, with post June 2019 funding being confirmed. BWL second MTL site approved with detailed design to commence in March for delivery by September 2019. Working with RIN on Resource Centre of Excellence.
Economy – Partnerships for a diversified Economy	• Champion the growth of globally competitive local industries by working with industry stakeholders.	• Develop an updated Mackay Region Economic Strategy 2020 – 2025	Nov 18	Jun 19		Little work completed to-date. Draft scope of the review has commenced for discussion with Councillors before work starts.
	• Support the economic development and viability of the Region by implementing the Mackay Regional Council Economic Development	• Identify opportunities to attract co-investment in regional priorities and strategies from	Jul 18	Jun 19		Working through agreed list of regional projects (below) and MRC shovel ready projects. • Biosecurity Focus

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Strategy	Action	Measure	Start Date	Est Complete Date	Status	Comments
	Strategy 2015 – 2020 in partnership with key stakeholders.	State and Federal Governments and the private sector through Strategic partnerships				• Cyclone Shelter options • Mackay Ring Road stages 2/3 • Support for Universities • Bio products and bio fuel initiatives
	Qantas Regional Flight Academy	• Mackay submitted an EOI to home the Qantas Regional Flight Academy. Mackay is in the final 9 cities.	Jun 18	Jun 19		Little change since last report. Toowoomba announced during September as the first appointed site. Work continues in earnest to secure remaining 2nd site.
Liveability/ promotion of region	Advocate, seek funding, commence works and complete key projects linked to the promotion and liveability of the Mackay region	**Recreational Fishing Strategy**	2018	Jun 19		Heavy focus on fishing infrastructure currently with other strategy outcomes being developed. Funding application successful under BBRF for $2.938M total project for boat ramp infrastructure upgrades

On Track Potential Issues Definite Issue

2.2. Cyclone Debbie Update

Cyclone Debbie - Road Works (Category B & D)

Repairs to landslips on Chelmans Road and Dalrymple Road are progressing with completion due at the end of April 2019.

Grading and gravelling of the damaged sections of the unsealed road network was undertaken in February with approximately 88% of the works completed to date. These works are being undertaken by day labour & contractor grading crews, in conjunction with normal maintenance and Works for Queensland works. Other restoration works are progressing. All restoration works will be completed by mid-June.

The construction of the Clews Road floodway has been halted by ongoing high creek flows. It is planned to recommence work mid-April. The associated fish ladder will be built in May when the creek flows are low.

Cyclone Debbie - Beach Restoration (Category D & Resilience)

The Midge Point sand nourishment project commenced in late February and is approximately 35% complete. The revegetation and fencing will be undertaken in April.

The Lamberts Beach sand nourishment commenced in mid-February and is approximately 30% complete. The revegetation and fencing will be undertaken from April to May as each section of the sand nourishment is completed.

The detailed design of the St Helens Beach groyne project ($0.24M) and the necessary permit application have been prepared. There are ongoing discussions between Council and consultant regarding the final design. Once the design is finalised the prescribed tidal works permit will be lodged. It is anticipated that works will be undertaken in June/July 2019.

NQ & FNQ Monsoon Trough – Road Restoration Works

Emergency repair works are being undertaken as necessary on damaged sections of the road network. These works need to be completed in first 90 days after the event.

The geotechnical site investigation and engineering surveys of the Dalrymple Road landslips have been completed. The draft geotechnical report detailing the cause and extent the landslips and restoration options has been completed and is being reviewed. The final report will be the basis of the restoration funding submission to the Queensland Reconstruction Authority.

A preliminary design for the reconstruction of the Boundary Creek causeway is being prepared. The design will need to address fish passage requirements as the creek is a major impact waterway and it will need a development application for a waterway barrier permit. Once the preliminary design is finalised the restoration funding submission will be lodged.

2.3. Renewable Energy – Small Scale Solar Installation

Following EOI and Tender processes, Council awarded contract MRC 2018-038 to Akcome Power Pty Ltd at its meeting of 9th May 2018.

Since that time the associated panels, inverters and ground mounts have been ordered and supplied.

Given that a number of the ground mounted sites involved critical infrastructure facilities such as water and sewerage treatment plants, the contract terms designated the responsibility for trenching etc through these sites to remain with Council.

The below table confirms the current status of all sites noting that six (6) sites are fully connected, with some minor details due to weather for some others which were to be connected in February but will be finalised in March.

The following points also to be noted:

- The Laboratory site has been completed regarding solar install, however as the current site works on fit-out will see the electrical switch-board relocated the solar has not been fully connected. It is however ready as soon as the switch-board relocation is complete
- The roofing for both the Mackay Administration Building, and MECC (Auditorium), were originally identified as a certain profile. However, with detailed investigation the profile was a unique profile and not standard. This has meant the need to engineer a clamp design which has delayed the install of these 2 sites. Testing for these were scheduled for early March, however have had to be postponed twice due to weather.
- Works have commenced on the ground-mounted sites with Sarina panels installed (see photos), however inclement weather is causing ground issues at other sites
- Inclement weather has also delayed a couple of roof mounted projects, where projects are commenced however continued roof work not possible in wet weather

	Site	**Size**	**Status**
1	Bluewater Lagoon	25kw	**Completed** – connected to power and generating
2	Paget Laboratory	30kw	Solar install Completed – pending Council electrical switch-board works
3	Sydney Street Pump Station	12kw	Solar install Completed – pending site 'shut-down' as critical infrastructure – was scheduled for February and then delayed to March, however will now be early April with confirmation of electrical plans
4	Sarina Admin	16kw	**Completed** – connected to power and generating

5	Mt Basset SPS	30kw	Solar install Completed – pending site 'shut-down' as critical infrastructure – was scheduled 18th February but delayed with weather to early March for February and then delayed to March, however will now be early April with confirmation of electrical plans
6	Gordon White Library	50kw	**Completed** – connected to power and generating
7	Paget WTS	50kw	**Completed** – connected to power and generating
8	The Dome	30kw	**Completed** – connected to power and generating
9	Artspace	100kw	**Completed** – connected to power and generating
10	Paget Depot	100kw	Installation work has commenced, however has been delayed with inclement weather. Expected to be completed early April
11	Wellington Street Admin	45kw	Installation work has commenced, however has been delayed with inclement weather. Expected to be completed early April
12	Pioneer Swim Centre	12kw	Engineering solution agreed for roof install. With install delayed due to weather
13	Mackay Admin Building	70kw	Roof sheeting pull test scheduled 6th March for specialist clamps, however was postponed as dry weather needed for test and roof access. Pending fine weather window for works
14	MECC – Auditorium	70kw	Roof sheeting pull test scheduled 6th March for specialist clamps, however was postponed as dry weather needed for test and roof access. Pending fine weather window for works
15	MECC – Convention Centre	100kw	Works pending delivery of specialist roofing clamps
16	Mirani Depot	40kw	Following assessment proposed install will not include battery system but rather be a straight system similar to other sites. Opportunity for battery use will be

			assessed. Decision on this only made late March with contractors now re-engaged
17	Mirani STP	170kw	Works amended to increase capacity, and scheduled following Sarina (now completed) and Mackay South
18	Sarina STP	80kw	Panels installation completed (see photos) – Connection to align with other ground mounted sites
19	Mackay Nth Sewerage Treatment Plant	200kw	Works scheduled to follow Sarina (now completed), and Mackay South
20	Mackay South Sewerage Treatment Plant	200kw	On-ground site – works commenced however weather has delayed progress
21	Nebo Rd Water Treatment Plant	300kw	Final trees now removed. Works scheduled to follow Sarina (now completed), and Mackay South

Photos of Sarina STP – Ground-mount:

GREATER WHITSUNDAY COUNCILS OF MAYORS (GWCoM'S)

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

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

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

A CEO's Group has been established as part of the GWCoM's. The intent of this group is to handle the more Council 'business' matters and look for possible synergies between Councils at CEO level and allowing focus on higher level and strategic issues for the region by the wider group. The next CEO's Group meeting is scheduled for Friday 5 April 2019 in preparation for the upcoming GWCoM's meeting on 18 April 2019.

With bi-monthly meetings, the last standard GWCoM's meeting was held 21 February 2019 in Isaac (Moranbah), with the next scheduled meeting planned for 18 April 2019 to be held in Mackay. However, a special meeting was also held out of sequence on 15 March 2019 in Mackay specifically to consider GWCoM's priorities. Matters discussed included priorities for the pending Federal election, GW3 regional priorities, and ongoing regional priorities. A number of actions resulted including further reports and investigations for supporting documentation to allow formalisation of priorities.

Mackay Regional Council has considered funding commitments for Regional Social Development Coalition (RSDC), with the details around this including KPI's and contributions from other Council's under the GWCoM's, being finalised now to enable a funding agreement to be entered into.

Next Stages

The schedule for GWCoM's meetings has been set for 2019 with the next meeting listed for 18 April 2019 to be held in Mackay.

Mackay REGIONAL COUNCIL	**COUNCIL POLICY**
	Standing Orders (Meetings) 2019
	POLICY NO 102
	DEPARTMENT Office of the Mayor and Chief Executive Officer
	PROGRAM Office of the Mayor and Chief Executive Officer
	ENDORSED BY COUNCIL

1.0 Scope

1.1 These Standing Orders apply to all Ordinary and Standing Committee meetings of Council.

1.2 Any provision of these Standing Orders may be suspended by resolution of any Ordinary or Standing Committee meeting of Council. A separate resolution is required for any such suspension and must specify the application and duration of each suspension.

1.3 Where at a Council meeting a matter arises which is not provided for in these Standing Orders, such matters shall be determined by resolution of Council upon a motion which may be put without notice but otherwise in conformity with these Standing Orders.

2.0 Purpose

These standing orders supplement the statutory requirements by providing standing processes to be observed at such meetings. In accordance with this policy, these standing orders may be suspended at any time by resolution.

3.0 Reference

- *Local Government Act 2009*
- *Local Government Regulation 2012*

4.0 Definitions

To assist in interpretation the following definitions shall apply:

Act shall mean the Local Government Act 2009.

Chief Executive Officer shall mean the Chief Executive Officer of the local government.

Committee shall mean a committee of the local government appointed under section 264 of the *Local Government Regulation 2012*.

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

MRC shall mean Mackay Regional Council.

5.0 Background

Chapter 8 part 2 of the *Local Government Regulation* 2012 provides core requirements for the conduct of meetings of the local government and the committees of the local government.

6.0 Policy Statement

6.1 Procedures for Meetings

6.1.1 *Time of Meetings*

(a) The local government may, by resolution, fix dates and times for its ordinary and committee meetings[1].

Note: The local government must meet at least once in each month and a post-election meeting must be held within 14 days after the conclusion of the quadrennial elections.

(b) If there is no resolution fixing the date and time for its ordinary and committee meetings, the Chief Executive Officer must fix the date and time for the meeting in consultation with the Mayor.

6.1.2 *Special Meetings*

(a) The Chief Executive Officer must call a special meeting of the local government if—

(i) the special meeting is required by a resolution of the local government; or

(ii) a written request for the special meeting is lodged with the Chief Executive Officer under section 6.1.2(b).

(b) A written request for a special meeting[2] of the local government must:

(i) be signed by the Mayor or three (3) or more Councillors; and

(ii) specify the business to be conducted at the special meeting; and

(iii) propose a day and time for the holding of the special meeting.

(c) The Chief Executive Officer calls a special meeting by giving written notice of the day and time of the meeting, and the business to be conducted at the meeting, to each Councillor,

[1] See section 175(1) of the *Local Government Act 2009* and section 257 (Frequency and place of meetings) of the *Local Government Regulation 2012*.
[2] See section 258 (Notice of meetings) of the *Local Government Regulation 2012*.