



MINUTES

Ordinary Meeting

**Held at Council Chambers
Sir Albert Abbott Administration Building
73 Gordon Street, Mackay**

On Wednesday 8 June 2022

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His Worship the Mayor, Cr Williamson acknowledged the traditional custodians of the land on which we meet today, the Yuwibara and Yuibera people and paid his respects to their Elders past and present. He also extended his acknowledgement to all Aboriginal members of the Birri Gubba Nation.

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

Mayor Williamson advised those present in the public gallery that, by attending a public meeting of the Council they are consenting to their image, voice and comments being recorded and published, and comments will form part of the live stream and recording.

Attendees were also 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 M J Bella, L G Bonaventura, B C Hassan, A N Jones, F A Mann, K L May, R J Seymour and P A Townsend were in attendance at the commencement of the meeting.

Also present was Ms A Hays (Acting Chief Executive Officer), Mrs P Jaenke (Minute Secretary), Mr D McKendry (Executive Officer), Mr J Devitt (Director - Engineering & Commercial Infrastructure), Ms A Nugent (Director - Development Services), Mr J Carless (Director - Capital Works), Ms K Lamb (Director - Organisational Services), Ms M Rogers (Communications Coordinator) and Ms K Verroen (Coordinator Corporate Governance).

The meeting commenced at 10:00am.

Mayor Williamson advised that Councillors Englert and Green were joining the meeting online via audio visual link (Teams).

Council Resolution ORD-2022-130

THAT Council confirm the attendance of Crs Englert and Green at today's meeting by audio visual link as allowed under section 254K of the *Local Government Regulation 2012*.

Moved: Cr May

Seconded: Cr Jones

CARRIED

2. OPENING PRAYER

Mayor Williamson led those present in Prayer.

3. ABSENT ON COUNCIL BUSINESS

Nil

4. APOLOGIES

Nil

5. CONDOLENCES

Nil

6. CONFLICT OF INTEREST

Cr Jones detailed a matter related to organisations (including the Finch Hatton Progress Association which Cr Jones is President of) that are referred to in the Capital Works Monthly Review Report and the Community and Client Services Monthly Review Report and queried if these would be classed as a conflict of interest.

Mayor Williamson advised that he felt these would not be considered as conflicts and referred to the Executive Officer for clarification.

The Executive Officer David McKendry, advised that he did believe there was any conflict as the reports simply reference the group, not a decision for Council.

7. CONFIRMATION OF MINUTES

7.1. CONFIRMATION OF MINUTES - 25 MAY 2022

Cr Jones noted that the Minutes from the previous meeting were not included in the Agenda and queried if this was an oversight.

Mayor Williamson advised that the Minutes would be added to agendas in future.

Council Resolution ORD-2022-131

THAT the Ordinary Meeting Minutes dated 25 May 2022 be adopted.

Moved Cr Jones

Seconded Cr Hassan

CARRIED

8. BUSINESS ARISING OUT OF PREVIOUS MINUTES

UPDATE ON QUESTIONS ARISING FROM COUNCIL MEETING – 25 MAY 2022

AGENDA ITEM	MATTER	RESPONSE
11.2.1 Development Services - Monthly Review Report – April 2022	Monthly Action Plans Cr Mann queried if a table could be included in all monthly reports which shows what monthly action plans have not been carried out.	Workplace Health and Safety investigating.
11.2.1 Development Services - Monthly Review Report – April 2022	Value of Approved Operational Works Cr Bonaventura noted there was a large spike in the cumulative value of approved operational works. The Director advised that there had been a correction but would check if this was the current position for the current year.	To be confirmed.
11.2.1 Development Services - Monthly Review Report – April 2022	Weed Harvester Crs Seymour, Jones and Bella queried whether Council would revisit the option of purchasing a weed harvester. Mayor Williamson advised that he would be happy to see a briefing on this.	Briefing to be scheduled.
11.3.1 ECI – Water Services Monthly Review – April 2022	Myh2o Cr Seymour noted the increase in the residential leaks cease water table from Nov 21 to Jan 22 and queried if there had been a media campaign which coincided with this.	There was an issue with the portal and generating the data for December 2021, hence the dip for that month's data only. In relation to the dip in January 2022 to March 2022, this is the time that Council reads meters for billing purposes and if a significant increase in consumption is noted this is communicated to the property owner accordingly. It is believed that has impacted the total number of leaks ceased during the period and this is a positive outcome.
11.3.2 ECI – Waste Services Monthly Review – April 2022	Safety Summary Cr Mann noted the safety summary was missing from the report.	Safety summary to be included in future reports.

11.3.2 ECI – Waste Services Monthly Review – April 2022	Wheelie Bin Recycling Cr Bella queried if unrepairable bins are recycled.	All damaged wheelie bins are recycled by Genuine Recycling in Brisbane.
11.3.2 ECI – Waste Services Monthly Review – April 2022	Recycled Glass in Road Maintenance Cr Seymour queried how the recycled glass was going in the road maintenance.	A report on the success of using crushed glass in road gravel was completed approximately 2 years ago. The second section of Hogans Pocket Road was completed at the end of last year under a Waste Services Capital Project. Civil Operations has also been using the recycled glass product and will be encouraged to continue to utilise this product in their maintenance operations.
11.3.2 ECI – Waste Services Monthly Review – April 2022	Report - Wheelie Bin Contamination Rates Cr Bonaventura queried if the report could be included as part of the Monthly Review Report.	Unfortunately, Bin Audits have been impacted by COVID. A Bin Audit will be undertaken this year between 12 July 2022 and 18 August 2022 to ascertain the current contamination rates. Once the Bin Audit has been undertaken, the finalised report will be included in the Monthly Review and presented to Council.
11.4.1 Organisational Services Monthly Review Report – April 2022	Works for Queensland Variance Cr Jones queried how much funding was reallocated and what the impact of this was.	<p>The explanations of the variances for 3.17 and 3.18 were mistakenly switched.</p> <p>The correct response is as follows:</p> <p>3.17 – Timing variance for outstanding grant proceeds yet to be received.</p> <p>3.18 – Yearly grant allocation has been fully allocated. Costs to be reallocated to Council unsealed road maintenance program.</p> <p>This means that the \$114K overrun in 3.17 will be covered by grant proceeds yet to be received. The \$2.7K overrun in 3.18 will be transferred and covered by the unsealed roads maintenance budget in Civil Operations.</p>
11.4.1 Organisational Services Monthly Review Report – April 2022	Lease Compliance Issues – Land and Tenure Cr Jones queried the type of compliance issues and are they COVID related.	The compliance matters relate to requests to Lessees to provide Council with copies of their Public Liability Insurance Certificates of Currency to ensure we have copies on file.

9. MAYORAL MINUTES

Nil

10. CONSIDERATION OF COMMITTEE REPORTS & RECOMMENDATIONS

10.1. AUDIT COMMITTEE - MINUTES OF MEETING 12 MAY 2022

Author	Secretariat (Jeanne Ronald)
Responsible Officer	Executive Officer (David McKendry)
File Reference	Audit Committee

Attachments	1. Minutes [10.1.1 - 9 pages]
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Purpose

To receive the draft final minutes of the Audit Committee (the Committee) meeting held on 12 May 2022.

Related Parties

Nil

Corporate Plan Linkage

Priority: Organisational Performance

Strategy: Governance and performance - Ensure that council complies with all of its statutory obligations, minimises its exposure to litigation, manages its risk, undertakes targeted internal audits, and meets community expectations of transparency and performance reporting.

Background/Discussion

In accordance with Section 211 (1) (c) of the *Local Government Regulation 2012* (the regulation), the Committee must as soon as practicable after a meeting, give the local government a written report about the matters reviewed at the meeting and the committee's recommendations about the matters.

Furthermore, under Section 211 (4) of the regulation, the Chief Executive Officer must present the report at the next meeting of the local government.

Consultation and Communication

The draft minutes were approved by the Chair of the Committee and circulated to the Committee.

Resource Implications

Nil

Risk Management Implications

Nil

Officer's Recommendation

THAT the minutes of the Committee meeting of 12 May 2022 be received.

Council Resolution ORD-2022-132

THAT the minutes of the Committee meeting of 12 May 2022 be received.

Moved Cr Bella

Seconded Cr Hassan

CARRIED



FINAL MINUTES

Audit Committee

Held at Council Chambers
Sir Albert Abbott Administration Building
73 Gordon Street, Mackay

On Thursday 12 May 2022

AUDIT COMMITTEE - 12 MAY 2022

ORDER OF BUSINESS

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AUDIT COMMITTEE - 12 MAY 2022

Chair Mr T Cronin acknowledged the traditional custodians of the land on which we meet today, the Yuwibara and Yuibera people and paid his respects to their Elders past and present. He also extended his acknowledgement to all Aboriginal members of the Birri Gubba Nation.

1. ATTENDANCE**Committee Members:**

Mr T Cronin (Chairperson), His Worship the Mayor Cr GR Williamson, Cr M Bella and Ms M McKendry (External Audit Committee Member).

Observers:

Cr B Hassan.

Council Officers:

Mr D McKendry (A/Chief Executive Officer), Mrs K Lamb (Director Organisational Services), Mr J Rule (Manager, Financial Services) and Mrs J Ronald (Minute Secretary).

Visitors:

Mr J Gould (External Auditor, SBB Partners), Ms M Manual (Senior Manager, QAO), Mrs J Wix (Internal Auditor), Ms S Shuttlewood (Co-ordinator Performance & Risk), Mr S Hildred (Manager, Information Services), Mr C Shepherd (Manager Health & Regulatory Services), Mr A Peacock (Co-ordinator WH&S), Ms A McLean (Co-ordinator Financial Accounting), Mr J Ackerman (Manager, Strategic Planning), Mr T Ey (Sustainability Officer) & Ms K McRae (Manager Consulting Services) via Teams.

The meeting commenced at 9.30 am.

2. APOLOGIES

Cr K May, Ms M Harris (Senior Internal Auditor) and Mr P Hinton (External Auditor, SBB Partners).

3. CONFLICT OF INTEREST

Nil

4. CONFIRMATION OF MINUTES**Audit Committee Resolution AC-2021-129**

THAT the minutes of the Audit Committee held on 24 February 2022 be accepted.

Moved Cr Williamson

Seconded Cr Bella
CARRIED

5. BUSINESS ARISING OUT OF PREVIOUS MINUTES

Action - QAO to provide the report including the self-assessment checklist and information about 06 April 2022 meeting.

Actioned – QAO provided checklist via email on 01 March 2022 and Council's Program Manager Health & Regulatory Services is participating in Live Stream of QAO Report on 10 May 2022.

AUDIT COMMITTEE - 12 MAY 2022

Action - Manager Asset Management & Manager, Financial Services - Ensure future reports to the Committee around the WIP. This report is to include:

- Clearings the numbers as at 30 June 2021 - the backlog
- How long it is taking to clear the current items in terms of days
- To include the total costs of the WIP ie opening and closing balances

Actioned – Report is part of Accounting File Notes Agenda Item for today's meeting.

Action - Further the Committee requested a presentation following on today's Climate Change Presentation on the status of Council's overall emissions which breaks down its carbon footprint, the drivers, future targets and measures in place. It will also include an update on Council's implementation of the Sustainability and Environment Strategy. This is to be schedule for the May meeting.

Actioned – Presentation included in today's meeting.

Action - The Committee noted the next risk focus session for Change Management to be moved to the August meeting.

Actioned – Meeting plan has been reflected.

Action - The Committee requested an update for August meeting for the Capital Works Review.

Actioned – Meeting plan has been reflected for August meeting.

AUDIT COMMITTEE - 12 MAY 2022

6. REPORTS TO BE TABLED**6.1. EXTERNAL AUDIT & QAO BRIEFING REPORT**

Ms Manual provided an overview of the report and highlighted several reports from the QAO including State Entities 2021 around cyber attacks and Local Governments 2021.

Cr Williamson requested information around the cyber security attacks and what are those weakness identified in the report for Local Governments to consider.

Action - Ms Manual will provide the information requested.

Action - Minute Secretary to forward report to Committee members.

Audit Committee Resolution AC-2021-130

THAT the Audit Committee receive the attached briefing paper.

Moved Cr Williamson

**Seconded Cr Bella
CARRIED**

6.2. INTERIM MANAGEMENT REPORT

Audit Committee Resolution AC-2021-131

THAT the Audit Committee receive the 2021/22 Interim Report to the Mayor.

Moved Cr Williamson

**Seconded Cr Bella
CARRIED**

6.3. STRATEGIC FINANCIAL REPORT - MARCH 2022

Audit Committee Resolution AC-2021-132

THAT the Audit Committee receive the Strategic Financial Report for March 2022 be adopted.

Moved Cr Williamson

**Seconded Cr Bella
CARRIED**

AUDIT COMMITTEE - 12 MAY 2022

6.4. ACCOUNTING FILE NOTES 2021/22

Cr Williamson noted the core reason Mackay Regional Council rated as a low risk in the recent QAO report, was due to the Financial Services team and the complexity of their work when delivering these reports to this Committee.

Audit Committee Resolution AC-2021-133

THAT the Audit Committee receive the interim 2021/22 accounting file notes and feedback was provided.

Moved Cr Williamson

**Seconded Cr Bella
CARRIED**

6.5. ASSET MANAGEMENT UPDATE

Ms A McLean (Co-ordinator Financial Accounting) presented the WIP Dashboard. The Committee requested this dashboard be included in future reports.

Action - Future reports to include the WIP Dashboard.

Audit Committee Resolution AC-2021-134

THAT the Audit Committee note the update for Asset Management and WIP.

Moved Cr Williamson

**Seconded Cr Bella
CARRIED**

6.6. ENTERPRISE RISK MANAGEMENT REPORT**Audit Committee Resolution AC-2021-135**

THAT the Audit Committee receive the ERM – Strategic Risk – Quarterly Report (January – March 2022)

Moved Tim Cronin

**Seconded Cr Williamson
CARRIED**

AUDIT COMMITTEE - 12 MAY 2022

6.7. CYBER SECURITY BI-ANNUAL UPDATE

Mr S Hildred (Manager, Information Services) provided an update. Mr Hildred advised the committee after discussions with Executive Leadership Team, there will be a realigning of the focus around the governance of the current ICT committee which includes Cyber Security and this further aligns with the work currently being completed by the Performance & Risk Team around the new framework. An EOI will be sent out shortly seeking new members.

The Committee requested as part of the next Cyber Security Update an outline of what Audit/Assurances are in place for ICT.

Monica McKendry enquired about the sending of the Committee Agenda Papers through an encrypted method.

Mr S Hildred advised this option is available.

Action - The Committee requested as part of the next Cyber Security Update an outline of what Audit/Assurances are in place for ICT.

Action - Jeanne Ronald (Secretary) to investigate options in sending encrypted Agenda Papers to external members.

6.8. INTERNAL AUDIT - PROGRESS REPORT

Audit Committee Resolution AC-2021-136

THAT the Internal Audit Progress Report be received by the Audit Committee.

Moved Tim Cronin

**Seconded Cr Bella
CARRIED**

6.9. INTERNAL AUDIT - AUDIT ACTIONS REGISTER

Audit Committee Resolution AC-2021-137

THAT the Audit Action Register as at 31 March 2022 be reviewed by the Audit Committee.

AND THAT all items identified as being completed, are endorsed by the Audit Committee so that they can be removed from the register.

Moved Tim Cronin

**Seconded Cr Bella
CARRIED**

AUDIT COMMITTEE - 12 MAY 2022

6.10. INTERNAL AUDIT - ANNUAL INTERNAL AUDIT PLAN 2022/23

Audit Committee Resolution AC-2021-138

THAT the 2022/23 Internal Audit Plan be endorsed by the Audit Committee.

Moved Cr Williamson

**Seconded Cr Bella
CARRIED**

6.11. INTERNAL AUDIT POLICY & CHARTER REVIEW

Cr Williamson queried the relationship of the Charter to the elected members, as the elected members need to have buy-in into this Charter and Policy.

Action - Internal Audit to review and provide further advice.

Audit Committee Resolution AC-2021-139

THAT the draft Internal Audit Policy and supporting Internal Audit Charter be reviewed and comments be received by the Audit Committee.

Moved Tim Cronin

**Seconded Cr Williamson
CARRIED**

6.12. INTERNAL AUDIT - EXTERNAL QUALITY ASSESSMENT

Audit Committee Resolution AC-2021-140

THAT the External Quality Assessment report be received by the Audit Committee.

Moved Tim Cronin

**Seconded Monica McKendry
CARRIED**

6.13. INTERNAL AUDIT REPORT - INFRASTRUCTURE ASSETS CONDITION ASSESSMENT AND MAINTENANCE

Audit Committee Resolution AC-2021-141

THAT the Internal Audit Report – Infrastructure Assets – Condition Assessment and Maintenance be received by the Audit Committee.

Moved Cr Williamson

**Seconded Cr Bella
CARRIED**

AUDIT COMMITTEE - 12 MAY 2022

6.14. ENVIRONMENTAL SUSTAINABILITY STRATEGY IMPLEMENTATION, CARBON MONITORING & CLIMATE CHANGE PRESENTATION

Mr Jaco Ackerman (Manager, Strategic Planning) and Mr Tim Ey (Sustainability Officer, Strategic Planning), presented to the Committee. The presentation was noted.

6.15. WORKPLACE HEALTH & SAFETY PRESENTATION

Mr Tony Peacock (Co-ordinator Workplace Health & Safety), presented to the Committee. The presentation was noted.

6.16. ANIMAL WELFARE PRESENTATION

Mr Craig Shepherd (Manager, Health & Regulatory Services) presented to the Committee. The presentation was noted.

6.17. PEOPLE & CULTURE REFORMS

Ms Kylie Lamb (Director, Organisational Services) presented to the Committee. The presentation was noted.

7. OTHER BUSINESS

7.1. REVIEW OF ANNUAL MEETING PLAN

The Annual Meeting Plan is noted.

7.2. NEXT MEETING

The next meeting will be held on Thursday 25 August 2022.

7.3. CLOSED SESSION

2.20pm The Chair closed the meeting for a closed session with Committee Members only.

2.30pm The Chair opened the meeting after the closed session.

8. MEETING CLOSURE

Meeting closed at 2.30pm.

11. CORRESPONDENCE AND OFFICER'S REPORTS

11.1. OFFICE OF THE MAYOR AND CEO

11.1.1. THE OFFICE OF THE MAYOR AND CEO MONTHLY REVIEW REPORT - MAY 2022

Author	Acting Chief Executive Officer (Angela Hays)
Responsible Officer	Acting Chief Executive Officer (Angela Hays)
File Reference	DMRR
Attachments	1. Report for Office of Mayor CE Os - Monthly Review - May 2022 [11.1.1.1 - 20 pages]

Purpose

To provide Council with the Office of the Mayor and Chief Executive Officer's Monthly Report for the month of May 2022.

Related Parties

Nil

Officer's Recommendation

THAT the Office of the Mayor and Chief Executive Officers Monthly Report for May 2022 be received.

The Acting Chief Executive Officer (A/CEO) Angela Hays, provided an overview and highlights of the Office of the Mayor and CEO Monthly Review Report for May 2022.

Cr Mann noted that a worker has sustained an injury following a workplace altercation and queried if the worker has recovered and whether the issue has been resolved.

The A/CEO advised that she would take the question on notice.

Cr Mann queried the total number of business improvement staff surveys completed to date.

The A/CEO advised that at the time of the report, there were 300 received but the numbers were increasing daily. The A/CEO advised that she would provide the number to date.

Cr Mann queried if Councillors were able to see the comments from the surveys.

The A/CEO advised that a report on the survey would be provided when collated.

Cr Seymour noted the injury which occurred when an officer spotting a forklift fell over a pallet and queried if the clearing the floor first was part of their training.

The A/CEO confirmed that the floor should have been cleared first, noting that this would have been investigated with corrective actions implemented.

Council Resolution ORD-2022-133

THAT the Office of the Mayor and Chief Executive Officers Monthly Report for May 2022 be received.

Moved Cr May

Seconded Cr Mann

Cr May highlighted several items from the report including the CIC day, external grant funding received, the refresh of the Corporate Performance Planning and Reporting Framework, particularly the build of the Operational Plan, change management, emergency management preparedness and training and SES operations with the Mackay SES recently attending a training night at CQ Rescue.

CARRIED



Office of Mayor and CEO

Monthly Review

Period – May 2022



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OVERVIEW

This report is for the Office of the Mayor and CEO for May 2022.

- There were no Lost Time Injuries (LTI's) during May, however, some of the earlier ones resulted in continued lost time with a total of 10 LTI's and now 151 lost days for the year to date.
- Our small in-house legal team continue to demonstrate their capability and value to the organisation, currently dealing with more than 250 matters which would otherwise need to be outsourced. These include matters of general advice, leasing, land acquisition and much more.
- The refresh of the Corporate Performance Planning and Reporting Framework has been a key focus in May, in particular the build of the Operational Plan 2022-2023, which is now ready for adoption by Council.
- Training for internal stakeholders in the use of the Guardian IMS disaster management system commenced rolled out in May. This training is in preparation for a planned functional Local Disaster Coordination Centre exercise planned for June 2022.



Angela Hays
Acting Chief Executive Officer

SAFETY

1.1. Overview

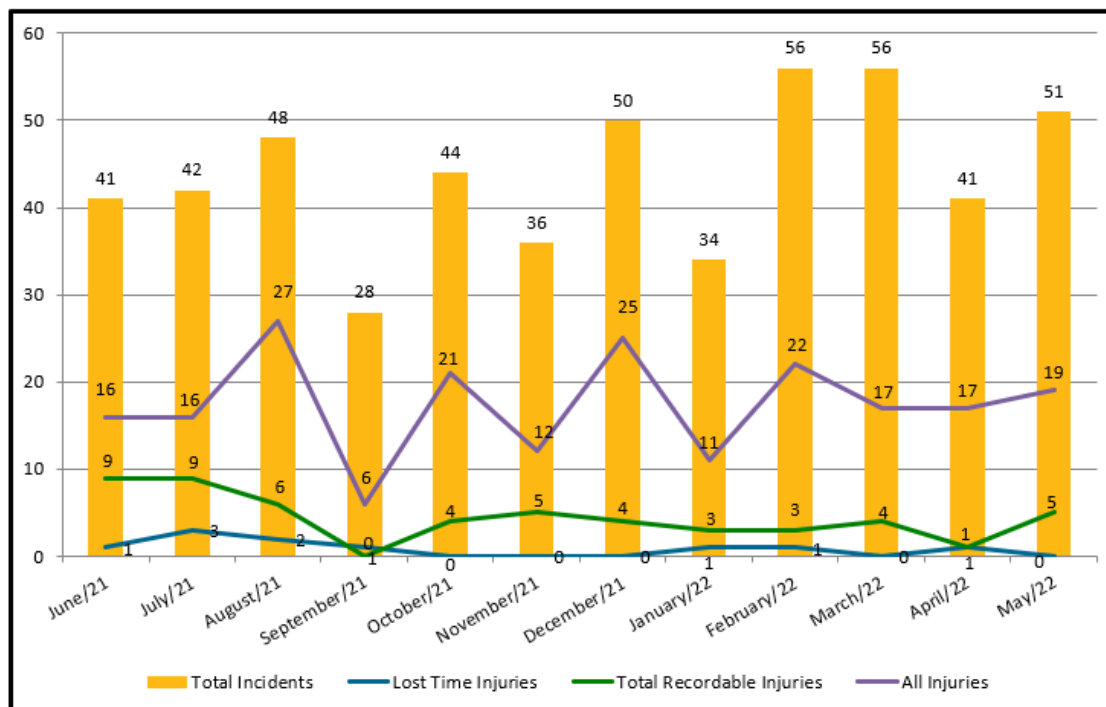
Summary

In May 2022:

- One hundred and seven safety interactions were undertaken.
- Thirty-four site safety inspections were undertaken.
- 96% of monthly action plan activities were carried out.

Fifty-one incidents were reported involving MRC employees, contractors, and members of the public in May.

Incidents and Injuries



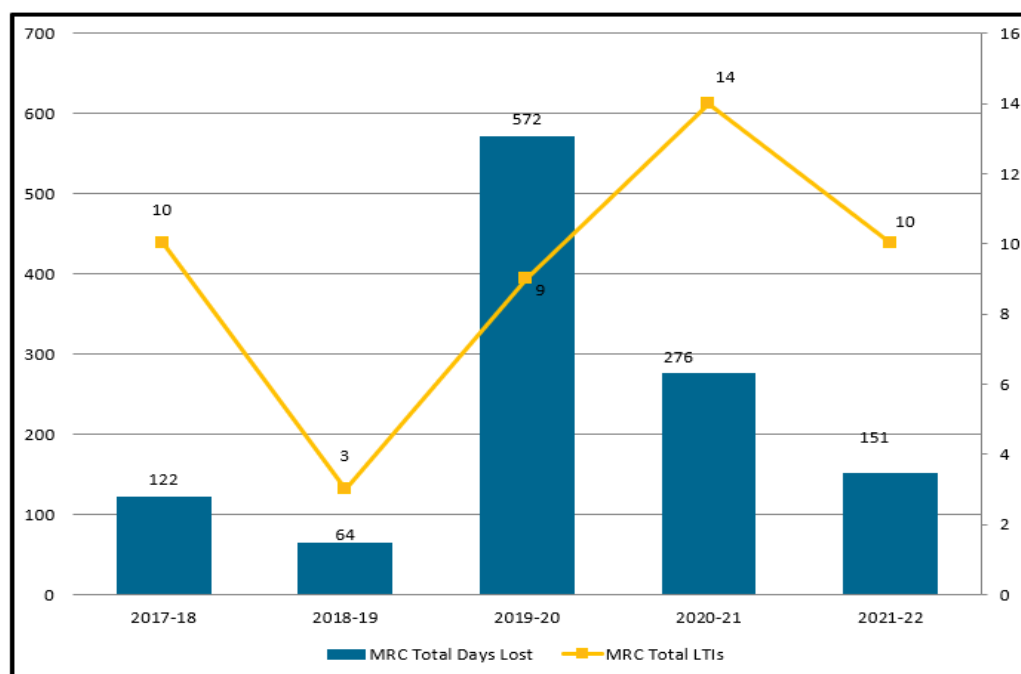
The following injuries to MRC employees were reported in May:

- Lost Time Injury, Suitable duties, and medical treatment injuries:
 - MTI – While hedging, hedger became caught on branch, resulting in it contacting leg and causing laceration resulting in 4 sutures.
 - MTI – Council employee bitten by small dog in foyer of Council admin building
 - SDI – Felt muscular type pain in abdomen after big week of spraying, whipper snipping and hedging.
 - SDI – Worker felt pain in knee, related to pre-existing injury.

- SDI – While spotting forklift, walked backwards while attention was on forklift and tripped over pallet on floor, falling and injuring shoulder.
- First aid and non-treatment injuries:
 - FAI – While cleaning up illegal dumped rubbish, cut hand on piece of wire.
 - FAI – While securing plugs on 32amp plug in power outlet, clip on weatherproof cap cut hand.
 - NTI – While picking up domestic duck received small scratch.
 - NTI – Dropped container of hot soup, resulting in minor burn to finger.
 - NTI – Suspected spider bite, while cleaning amenities.
 - NTI – Employee squatting down to undo nuts on lower rail of fence when clamp on top rail fell and hit them on the head
 - NTI – Staff member left impacted after providing medical attention to a NSM suffering a medical episode in Library foyer.
 - NTI – NSM was abusive towards staff.
 - NTI – Two mechanists moving fly bars side by side during show, opposite weight cradle has struck hand.
 - NTI – Employee carrying plates to tables for food service when they tripped over the legs of a man kneeling next to the table.
 - NTI – Threat from customer whilst taking phone call.
 - NTI – Felt pain in back while travelling as passenger in vehicle.
 - NTI – Individual struck by the backhoe whilst attempting to prevent a potential interaction between the backhoe and another vehicle that was trying to access the site.
 - NTI - Drilling hole and drill bit jammed, causing wrist to twist.

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

Lost Time Injuries and Days Lost

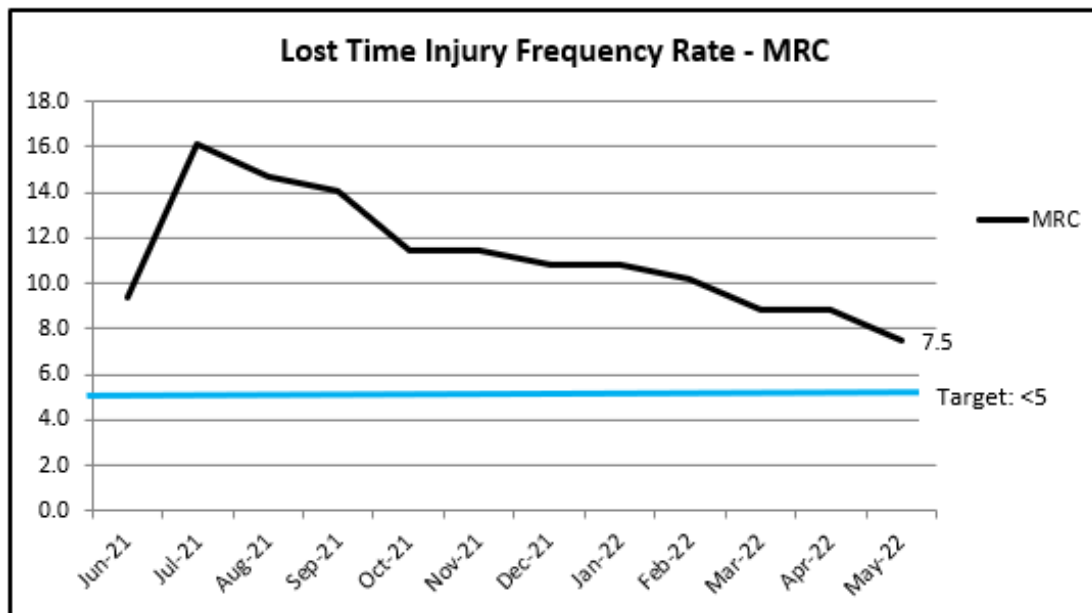


Department	2017-18		2018-19		2019-20		2020-21		2021-22	
	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
Capital Works							1	10		
Community & Client Services	1	1	1	18	1	3	2	14	1	10
Organisational Services	2	25							2	58
Development Services	1	13	1	33	4	154	6	104	4	16
Engineering & Commercial Infrastructure	6	83	1	13	4	415	5	148	3	67
Mackay Regional Council	10	122	3	64	9	572	14	276	10	151

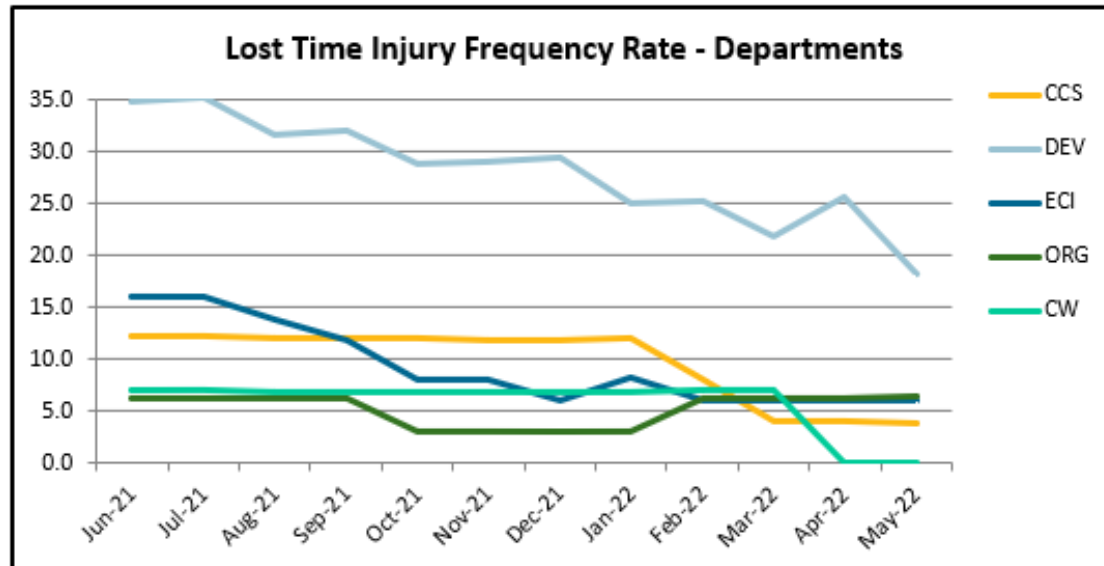
For the 2021-22-year, ten lost time injuries have been recorded:

1. In July 2021, a person suffered a finger laceration after coming into contact with the blades of a sand spreader. Following minor surgery, ten days were lost whilst the person recovered.
2. In July 2021, a person had an allergic reaction to a tick bite on the head. One day was lost.
3. In July 2021, a person suffered a knee injury while raking sand in a playground, resulting in minor surgery. Eleven days have been lost while the person recovered.
4. In August 2021, a person injured their knee while rising from their chair. Three days were lost.
5. In August 2021, a person fell while latching truck tailgate, striking back of head. This resulted in 22 days lost as they recovered.
6. In September 2021, a person fell while exiting a vehicle, grazing their hands and face. Two days were lost as they recovered.
7. In November 2021, a worker injured their stomach leaning over the edge of a bin, resulting in 21 days lost as they recover.
8. In January 2022, a worker twisted their knee while grinding a post, resulting in 24 days lost as they recovered.
9. In February, a worker sustained injuries after a workplace altercation, resulting in 55 days lost as they recovered.
10. In April 2022, a worker felt pain in their back while servicing a mower, resulting in 2 days lost as they recovered.

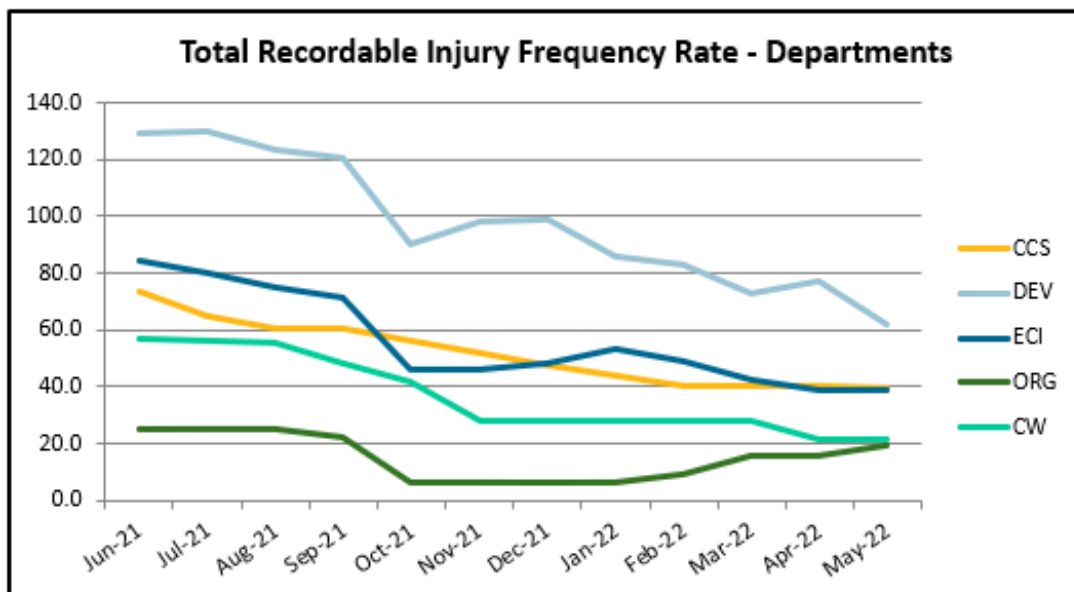
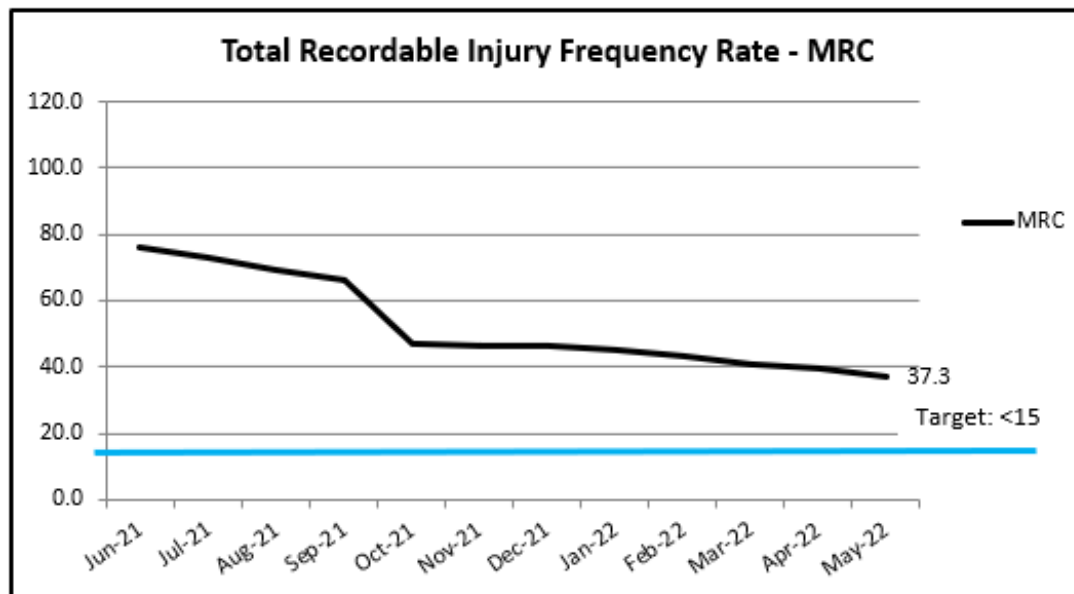
Injury Frequency Rates 12 month rolling average



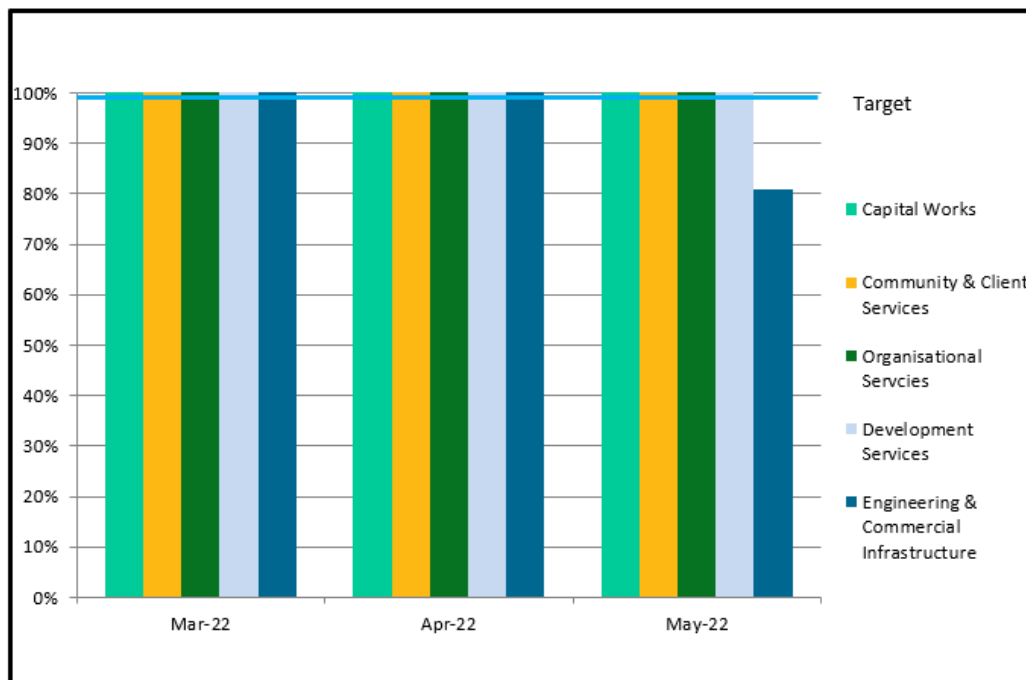
Ten lost time injuries have been recorded in the 2021-22 year.



Total Recordable Injury Frequency Rates 12 month rolling average

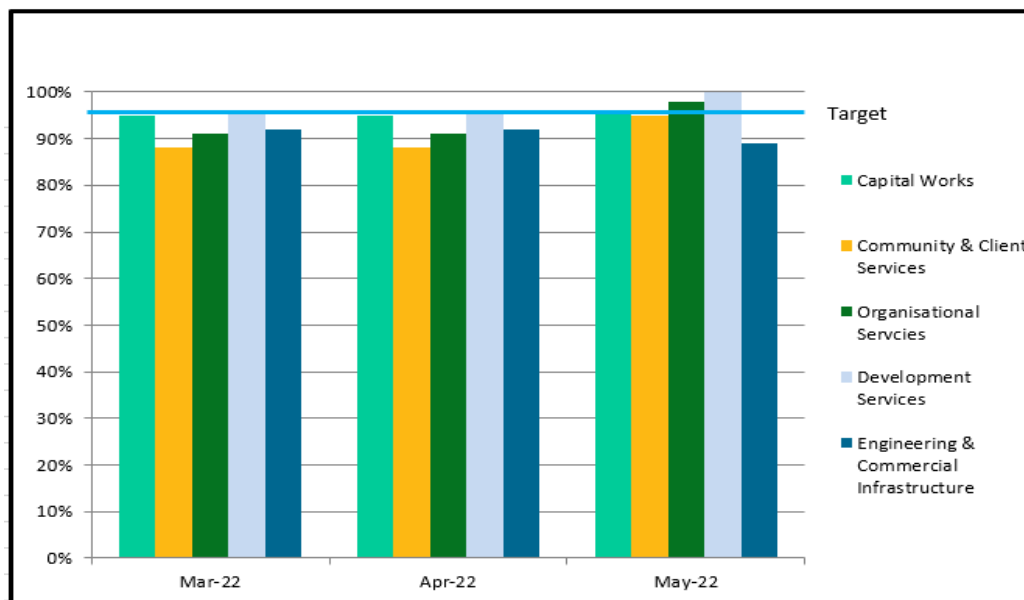


Site Safety Inspection Checklists



Due to staffing issues some inspections will be carried over to next month.

Monthly Action Plans



Monthly Action Plans (MAP) are planned safety-related actions allocated to work groups over a 12-month schedule and are developed in response to identified risks.

KEY INITIATIVES

2.1. Summary of key projects and initiatives

This section provides a summary of key initiatives linked directly to the Office of the Mayor and CEO for 2021/22.

Councillor Activities

Council in Community Day

Planning for the June Council in Community Day was undertaken, with the Council undertaking a tour of Greenmount Homestead on Wednesday 1 June 2022.

Meetings/Briefings

For the month of May, the following Council meetings/briefings were co-ordinated:

- Ordinary Council Meetings – 11 and 25 May 2022
- Briefings – 11, 18 and 25 May 2022

The Ordinary Meetings were again able to be held in Council Chambers after having been moved to the MECC to allow Councillors to sit in a socially distanced venue.

Details of Council Meeting minutes, and recorded live streaming, are all available on Council's website.

Legal Services

Legal Services is currently working on 233 Matters spread across all Directorates as follows:

Directorate	Matter Type	No.	No.
Capital Works	Aboriginal/Cultural Heritage	2	15
	Disputes/Litigation	2	
	Drafting/Reviewing	1	
	General Advice	2	
	Land Acquisition	5	
	Leasing/Licencing	2	
	Native Title	1	
CCS	Aboriginal/Cultural Heritage	1	27
	Disputes/Litigation	1	
	Drafting/Reviewing	7	
	Regulatory Compliance & Enforcement (particularly Warrants for overgrown properties and dangerous dogs)	12	
	General Advice	6	

Development Services	Aboriginal/ATSI Cultural Heritage	1	33
	Disputes/Litigation	4	
	Infrastructure Agreements	1	
	General Advice	15	
	Land Acquisition/Disposal	2	
	Drafting/Reviewing	6	
	Land Tenure	1	
	Native Title	2	
	P&E Appeals	1	
ECI	Land Acquisition	19	63
	Disputes/Litigation	7	
	General Advice	17	
	Infrastructure Agreements	1	
	Drafting/Reviewing	15	
	Land Tenure	1	
	Leasing/Licencing	1	
	Native Title	1	
	Regulatory Compliance & Enforcement	1	
OM&CEO	Land Acquisition/Conveyancing	3	32
	Disputes/Litigation	7	
	Drafting/Reviewing	5	
	General Advice	17	
Organisational Services	Disputes/Litigation	7	63
	General Advice	19	
	Drafting Reviewing	8	
	Investigation	1	
	Land Acquisition/Disposal	1	
	Leasing/Licensing	25	
	Native Title	1	
	Land Tenure	1	
TOTAL CURRENT MATTERS			233

External Fees Paid

Total external legal fees and outlays paid for the financial year to date are **\$809,373.00** broken down by Directorate as follows:



External Grant Funding

2021/22 external funding monies for 2021/22 year to date to 31 May 2022 being actually received by payments to Council is \$29,005,171.35.

The major components received in May being:

- Department of State Development, Infrastructure, Local Government and Planning – Financial Assistance Grant 2021-22 \$785,199.
- Department of Infrastructure, Transport, Regional Development and Communication – Roads to Recovery – Juliet Street \$352,124.
- Department of Infrastructure, Transport, Regional Development and Communication – Roads to Recovery – Creek Street to Lorne Road \$609,943.
- Preparing Australian Communities funding for The Pioneer River Levee Valetta Gardens / Rivers Edge project - \$1,595,397.
- Department of Communities, Housing and Digital Economy – Sarina Neighbourhood Centre \$30,945.

Funding applications successful during May include:

- Nil

GOVERNANCE

3.1 Workplace Health & Safety

- Several safety in design tasks undertaken
- Plant interaction alerts and focus
- Draft Safety Strategy for review
- Non Work Related Return to Work procedure drafted
- Several ICAM incident investigations undertaken.

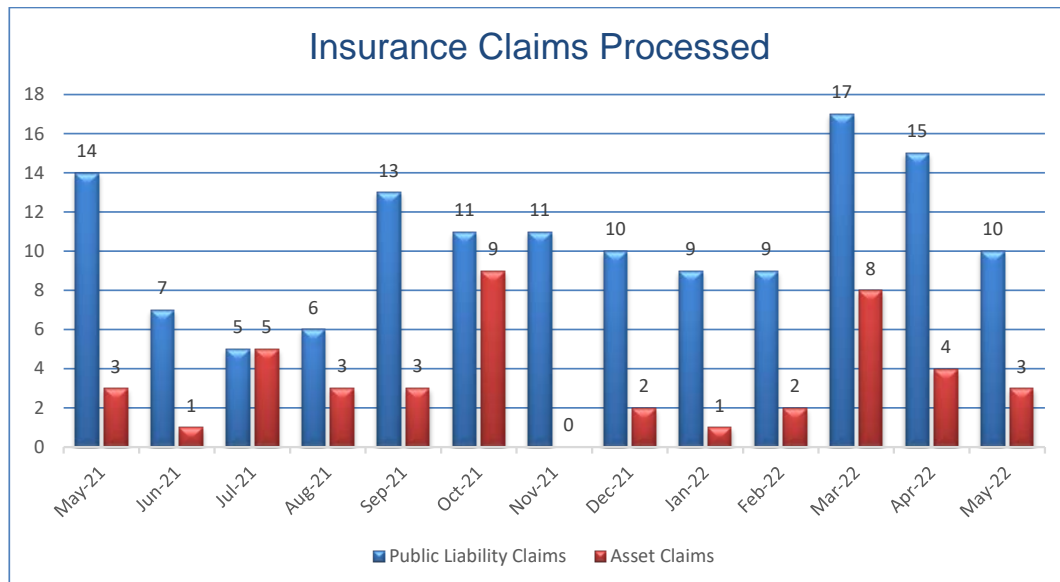
3.2 Corporate Performance Planning & Reporting

- This month the refresh of the Corporate Performance Planning and Reporting Framework has been a key focus, in particular the build of the Operational Plan 2022-2023. The Operational Plan is critical for Council as it sets out the key initiatives that will be undertaken in supporting the delivery of Councils vision as outlined in the Corporate Plan 2022-2027.
- The Operational Plan 2022-2023 is informed by each Teams Program Plans that deliver on Directorate and Organisational priorities. Through extensive engagement with the Executive and Senior Leadership Team, the Operational Plan 2022-2023 is on schedule to be adopted by Council next month in line with the annual budget process.
- The remaining components of the refreshed Corporate Performance Planning and Reporting Framework are now in the final stages of development with individual plans and performance reporting against the framework to be implemented in time for 2022-2023 quarter 1 reporting.

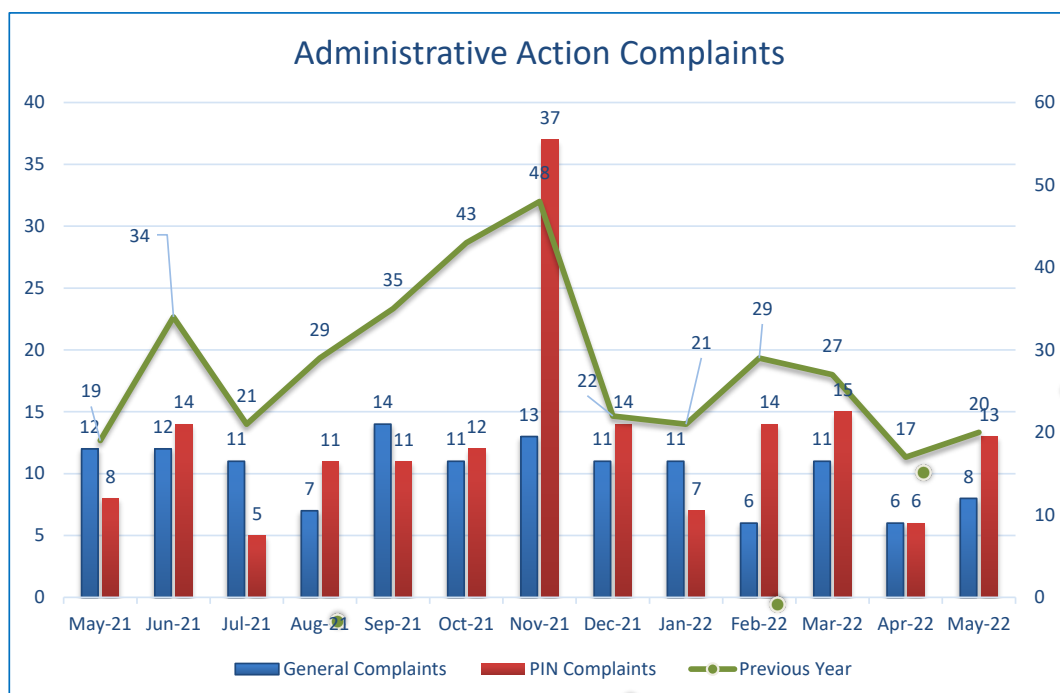
3.3 Enterprise Risk Management



- The annual risk review process that has been underway in recent months is nearing its final stages. The outcomes have been tabled and endorsed by the Executive Leadership Team and presented to the Audit Committee this month. Positive feedback has been received that will support ongoing growth in maturity of our risk framework in times ahead.
- Immediate next steps include the launch of the refreshed Enterprise Risk Management Framework and planning for the build of Department Risk Registers. Additionally, in coming months our focus will turn to the review of MRCs business continuity framework.



3.4 Corporate Governance




*Public Liability Claims (include Personal Injury, Public Liability Plant, Public Liability & Professional Indemnity.
 Asset Claims (include Motor Vehicle, Water Damage, Theft, Malicious Damage, Other)*





Right to Information (RTI) Applications Processed in April 2022	Documents Requested	Status
13 of 21/22	Information on requests/reports about dogs at property in South Mackay.	
14 of 21/22	Copies of complaints regarding property in Slade Point	











 In Progress	 Complete
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3.5 Fraud & Corruption Prevention

2021/22 Fraud and Corruption Prevention Plan Actions for May 2022		
Action No.	Action Description	Status
2.4	Fraud Risk Assessment for Motor Vehicles has been undertaken with Manager of Procurement and Plant.	

 In Progress	 Complete
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3.6 Internal Audit

2021/22 Internal Audit Plan – Progress Update			
Sundry Debtor Management		Information & Communications Technology (ICT)	
Asset Accounting		Infrastructure Assets – Condition Assessment, Operations and Maintenance	
Asset Management		COVID Fraud impact Assessment	
Design Services Operations (<i>Deferred to 22/23</i>)		Human Resources – Employee Investigations	
Business Process Documentation		External Assessment of MRC Internal Audit function	
The Audit Committee met on 12 May 22. The draft IA Plan for 2022/23 was reviewed by ELT on 3 May and endorsed by the Audit Committee on 12 May.			

 Review has commenced and is in progress.	 Review is awaiting commencement.	 Review has been completed and has been / to be presented to the Audit Committee
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BUSINESS IMPROVEMENT

4.1 Overview

This month Jenine Bailey joined the BI team as Change Management Specialist. Over the past month the team have been working steadily to gather information from across the business and professional bodies to inform the concept of how MRC may improve the way it manages change.

- Focus meetings held with representatives from across the business, participants included management, supervisors, and staff members. Purpose of the meeting is to understand the business' perspective of how the organisation manages change currently and what changes could be made moving forward
- All staff survey sent out to further capture the thoughts from across the business. Within the first 45 minutes 81 responses had been received.
- Collaboration with various Council's and other professional bodies

EMERGENCY MANAGEMENT

5.1 Key Updates

Guardian IMS training

Training is being rolled out to internal stakeholders in the use of the Guardian IMS disaster management system. This training is in preparation for a planned functional Local Disaster Coordination Centre exercise planned for June 2022.

Eungella Community Resilience Planning

Under a community-led approach and guided by our QRRRF Project Officers, the Eungella Community Resilience Working group continue to develop their own localised resilience plan which includes risk assessment, connectivity considerations, radio usage training and the development of a welcome pack for existing and new members of the community.

Emergency Preparedness and education

Emergency Preparedness education and awareness session was held with youth groups collaboratively with YIRS - One Stop Youth Shop Inc. The session was well attended by 10 members with participants downloading the Emergency Dashboard and presenting networking opportunities

As part of Mackay Regional Council's support to QLD DIDRR Project Workstream 3 which is led by The University of Sydney and Department of Communities, Housing and Digital Economy, the effort is supported through the circulation of surveys for the Homeless Inclusive Disaster Risk Reduction Project. The survey is investigating how to enable person-centred emergency preparedness (P-CEP) and cross-sector collaboration to help ensure that "no one gets left behind."

Emergency education and awareness session was held with the team leaders of Selectibility, a mental health support service, provide suicide prevention, victims of crime and coordinate social

and economic clubs. Discussed the EAG and the Emergency Dashboard and how emergency management preparedness can be incorporated into their client's safety plans and supported independent living houses.

SES Operations

The Mackay Unit were tasked seven jobs during the rainfall event early in May. Two jobs were as a result of trees down due to the wet ground and high winds. The remaining jobs related to roof leaks.

Our new recruits have completed their basic training and are moving forward into storm related training before moving on to specialist course.

The Mackay group attended the Volunteer Expo on the 15th which was well attended. We had a lot of interest and the next planned information night is now full of prospective members.



Mackay SES Group members attended the Volunteer Expo

16 Mackay Group members have been fully trained in the SES Task and Management system (TAMS). This will increase our ability to run operations more efficiently.



Mackay Group members were trained in the use of the TAMS system

Mackay SES Unit members were treated to a training night with CQ rescue. Members gained insights into the use of the equipment that both organizations use, along with some training ideas, in preparation for a planned exercise to be held at Kinchant Dam in September.



Mackay Group members in training with representatives from CQ Rescue

SES Operational Capability

The Mackay Regional SES Unit has the capability to provide operators in all core SES functions throughout the Mackay local government area.

Function	Members / teams available	Notes
Flood boat	15 Teams	1 team = 2 members
Storm damage	121 Members	Teams usually 2-4 members
Chainsaw	23 Teams	1 team = 2 members
Working at heights Roof	30 Teams	1 team = 4 members
Working at heights ground	29 Teams	1 team = 4 members
Vertical rescue	10 Members	Team size varies on task parameters. Operational performance target is 10 members per team
Land search	74 Members	Team size varies on task parameters
Traffic control	45 Members	Team size varies on task parameters, but usually 2-4 members
Incident management	45 Members	Team size varies on task parameters
ATV & 4X4	20 Members	10 Teams = 2 Members

Mackay Regional SES Unit Hours

The following indicates hours put in by volunteers across various functions.

Group	Operational	Training	Maintenance	Admin	Community Engagement
Calen	0	27.45	14	0	0
Mackay	53.15	406.15	21.30	39.00	50.00
Mirani	20.45	106.15	3.45	9.45	0
Sarina	4	4.5	0	4	0
Armstrong Beach	0	0	0	0	0
Midge Point	0	0	4.30	0	0
DLC North	0	0	0	45.45	0
DLC South	0	0	0	0	0
DLC Central	0	0	0	0	0

Current SES Membership

- 167 Active members
- 22 Reserves
- 22 New Members
- Recruitment campaigns are ongoing in Midge point and Calen.
- 16 New applications

REGIONAL REPRESENTATIVE GROUPS

6.1 Greater Whitsunday Council of Mayors (GWCoM)

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.

A CEO's Group has been established as part of the GWCoM's. The intent of this group is to handle the '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 last CEO's Group meeting was held on 20 May 2022 as a precursor to the GWCoM's meeting with discussion on key agenda items.

The latest GWCoM's meeting was held on Thursday 26 May 2022 and attended by the Mayors of Mackay and Isaac (by video conference) and the CEO's of Isaac and Whitsunday and the Acting CEO of Mackay.

GW3 attended the meeting, in order to provide an activity update.



A representative of the LGAQ attended the meeting and provided their briefing report including key topics of –

1. Policy Executive meeting update
2. Federal Election Advocacy
3. Housing Advocacy and Campaign Update
4. Inquiry into the Office of the Independent Assessor
5. Local Government Electoral Expenditure Caps
6. Crime and Corruption Commission Inquiry
7. Works for Queensland
8. Advocacy Action Plan and Conference Motions
9. Rural and Remote Councils Compact
10. Water and Wastewater Update
11. Waste Update
12. Goondiwindi Regional Council v Tait
13. Natural Resources and Environment Update
14. Mayor Mission to Japan
15. COVID – Workforce Update
16. Enterprise Bargaining
17. Queensland Energy Plan
18. LGAQ Submissions Update

The next GWCoM's meeting is scheduled for Thursday, 21 July in Whitsunday.

6.2 Regional Queensland Council of Mayors (RQCoM's)

The Regional Queensland Council of Mayors Inc (RQCoM's) is transforming from the previous entity of Northern Alliance of Council's, with a focus on representing and ensuring the powerhouse of the whole of Regional Queensland is heard and receives its fair share of recognition.

The following have been adopted by the executive –

Purpose – A Council of Mayors representing Regional Queensland

Mission – Influence Government policy to promote growth in Regional Queensland through investment in infrastructure and social development

Areas of strategic direction include –

City Deals	Energy	Water
Tourism	Roads	Ports
Communication	Social Infrastructure	Olympics

Mackay Regional Council Mayor, Greg Williamson, is the Chair, with other current executive committee members including Mayor Jenny Hill (Townsville) Vice Chair, Mayor Andrew Willcox (Whitsunday), Mayor Bob Manning (Cairns), Mayor Michael Kerr (Douglas), Mayor Peter Scott (Cook), Mayor Frank Beveridge (Charters Towers).

The last meeting was held on Thursday, 21 April 2022 in Brisbane.

11.1.2. COUNCILLOR REPORT - ATTENDANCE AT ALGWA NATIONAL AND QLD STATE CONFERENCE - 1-3 MARCH 2022

Author
Responsible Officer
File Reference

Executive Support Officer (Pam Jaenke)
Executive Officer (David McKendry)
Councillors General

Attachments

1. Councillor Report - March 22 ALGWA Conference [**11.1.2.1** - 32 pages]

Purpose

To present a report to Council, which includes information and outcomes resulting from attendance at the ALGWA National and Queensland State Conference by Crs May, Townsend, Mann, Green and Hassan.

Background/Discussion

Council at its meeting on 9 February 2022 authorised the attendance of Crs May, Townsend, Mann, Green and Hassan at the ALGWA National and State Conference on 1-3 March 2022.

Attached are the details as presented following attendance at this Conference.

Officer's Recommendation

THAT Council receive the report regarding the ALGWA National and Queensland State Conference.

Cr Bonaventura referred to the average homelessness growth rate and queried the thoughts of the Councillors who had attended the Conference, on where they see Council's responsibility in addressing homelessness.

Cr Mann advised that the presentation by the City of Gold Coast addressed many important topics and provided an overview of their Homelessness Action Plan which lists their goals, priorities and actions. Cr Mann also advised that the City of Gold Coast have Public Liaison Officers on the ground who work closely with other providers to provide assistance to the homeless in their community.

Council Resolution ORD-2022-134

THAT Council receive the report regarding the ALGWA National and Queensland State Conference.

Moved Cr Mann

Seconded Cr Jones

Cr Mann spoke on behalf of the Councillors who had attended the Conference, noting that all had provided input into the writing of the report. Cr Mann advised that the Conference was very valuable and engaging and highlighted the information provided on cyber security and homelessness, noting that statistics on domestic violence and homelessness were frightening. Cr Mann provided an overview of the actions on homelessness being taking by the City of Gold Coast, which include providing the support services space to operate from, the engagement of public liaison officers who patrol with Local Laws and the provision of cameras, which allow vision of people who may be in difficulties.

Cr Jones advised that she had been fortunate to be able to drop in for several hours on the last day, and expressed appreciation to the Councillors who had put together a very thorough report.

Cr Bonaventura thanked Councillors for the report, noting that it was very detailed and very interesting.

Cr Bella thanked Councillors for the report, noting that it was an outstanding report which provided a great deal of information.

CARRIED

Councillor Attendance at ALGWA National and Qld State Conference – 1-3 March 2022

Cyber Security - Jo Stewart-Rattray

Jo has over 25 years' experience in the Technology field some of which were spent as CIO in the Utilities and Tourism arenas, and 19 in the Information Security arena. She underpins her technology and cyber security background with her qualifications in education and management. Recently, Jo has had an award established in her honour to recognize her outstanding leadership and commitment to increasing the representation of women in technology leadership and the tech workforce more broadly. She is the Chief Information Security Officer in the Silverchain Group, which offers in home Hospital Care.

Professional Qualifications

- Master of Education Studies - Psychology
- Bachelor of Education in Adult Education - Psychology
- Certified Information Systems Auditor (CISA)
- Certified Information Security manager (CISM)
- Certified in the Governance of Enterprise IT (CGEIT)
- Certified in Risk and Information Systems Controls (CRISC)
- FACS Certified Professional Cyber Security

Activities & Affiliations

- Chair, ISACA Global Audit & Risk Committee (2015-2018)
- Board Director, ISACA Global
- Member, ACS National Audit & Risk Committee (2015-2017)
- Fellow of the Australian Computer Society

Jo spoke of being only 1 of a few women in what has been a male oriented industry. The Peak Body is ISACA - Information Systems Audit and Control Association.

The session covered topics such as:

Defining information / Cyber Security
Threats & Weaknesses
Scams & Theft
Stepping away from work
Building your own culture of security
Quotable Quotes

Information Security is the protection of valuable information assets against loss, misuse, disclosure or damage regardless of how it is processed, transported and stored, and regardless of whether it exists in hard or soft copy

Cyber security encompasses all that protects organisations and individuals from intentional security attacks, breaches and incidents as well as the consequences. Attacks, breaches or incidents are targeted, sophisticated and difficult to detect and manage. The most important asset an organisation has is information. After 9 / 11, over 400 companies ceased to exist because they lost all their data. With regard to Cyber Security, the Chief Information Security Officer is responsible for all data a company owns

Common Issues with finance systems is that many years ago, a general ledger was a big black book. It is now electronic and complicated and reporting is so advanced which makes companies more vulnerable to attack.

Home networks are also very vulnerable to attack, and can be compromised in the following ways:

* **Wetware:** Wetware is an old hacking term in which people are the wetware. People are the weakest link, and we need to do everything we can to be our own Firewalls

* **Social Engineering Scams:** Social engineering is the exploitation of human conditions such as curiosity, the desire to help, respect for authority and the pressure to perform. Scams often use emails that look like they come from legitimate sources such as banks or internet providers. Recipients are asked to respond to verify account numbers or passwords

* **Phishing and Whaling:** Phishing uses email messages that look like they come from legitimate businesses such as banks, internet service providers, the service desk or payment gateways. Emails will ask the recipient to respond to verify certain information or to stop the account from being de-activated. Whaling attacks can happen in Local Government and can be in the form of attacks on the CEO and Mayor – they look legitimate and can be high value scams

Australians lost more than \$340m in one year and that is only the scams reported to the ACCC, and we all have responsibility for our own company's security. You only need to hover the mouse over the senders address if it looks suspicious, and you will usually be able to tell if it doesn't look right

Golden Rules:

* Never respond to emails which request verification of your PIN, bank account details, passphrases etc. Never give out details because you could be the big loser

* **Social Media:** There has been a huge growth in the use of social media, and it does have a place in the world. Think about having 2 presences on social media – one that is locked down that only friends can see posts, and a personal account with increased access to more people but that can mean increased vulnerability. Cyber Stalking and Bullying is a very real thing, can happen to anyone, and can be very hard to get out of. The rules you use at work should be used at home. The best advice is not to debate with a cyber bully

* Separate work and personal accounts as corporate networks are vulnerable to attack via personal emails

Passphrases & Passwords:

* Have decent passwords that are hard to guess. There are software options that will generate hard to remember passwords, but the advice is to generate easy to remember passwords that also would be hard for someone to guess

Data ownership:

* Potentially the most important thing that you have is information about you – your credentials, passphrases, bank account details, credit card details. Do not give this data away simply because someone asked for it. We all need to create a personal culture of security, make it intentional and enshrined in your daily technology-related practices, and integral to everything you do



Shattered Lives - Estelle Blackburn

Estelle is a journalist who took it upon herself to investigate the claim by a stranger, that men had been wrongfully convicted of killing women in Perth 30 years earlier. Estelle has won many awards for her work including an Order of Australia honour. Her motivational story is about how she took on the justice system and, against all odds, rectified two grave injustices, demonstrating the power of an individual to alter history and improve society at a fundamental level. There is a surprising Whitsunday connection to her story!

Estelle started to investigate the cases 30 years ago, and it took her 6 years. With no legal training, Estelle took on these cases when multiple previous appeals had failed. At the time she was a press secretary for the premier of Western Australia, after having been a political journalist. A chance encounter at a dance led her to investigate the case of serial killer Eric Edgar Cooke, who terrorised Perth in the 1960s, as well as two men who had been falsely convicted of Cooke's crimes.

Estelle's book reveals the life and crimes of Eric Edgar Cooke, including 12 assaults and attempted murders that the police didn't want anyone to know about. According to Estelle, they covered them up, never making a public announcement that Cooke had committed these crimes along with the two other assaults and murders. Eric Edgar Cooke was the last man to hang in Western Australia.

Between 1958 and his capture in 1963, Cooke committed 22 murders and attempted murders – Cook's actions forever changed the face of Perth from a friendly big country town to a city of suspicion and fear. In her book 'Broken Lives', Estelle reveals the life of a social misfit with a desire to hurt others, and the stories of people's lives he intruded on.

Through her investigation and the new evidence uncovered, new appeals were gained before Western Australia's Court of Criminal Appeal for 2 innocent men who had been convicted and jailed for crimes committed by Cooke. John Button was exonerated of manslaughter in 2002 and Darryl Beamish was exonerated of wilful murder in 2005, 44 years after being jailed. He was originally on death row, and was a deaf, mute man who was supposed to have confessed to murder. John Button and Darryl Beamish had lost all hope of proving their innocence until Estelle tenaciously searched out the truth. Never before in Australia had such long-standing convictions been overturned.

Both men – then 19-year-old youths – came close to execution. Darryl Beamish was condemned to death, but the sentence was commuted to life imprisonment, and he served 15 years. John Button would have faced execution if the jury had brought back guilty to wilful murder, but it convicted him of the lesser crime of manslaughter, and he was sentenced to 10 years imprisonment with hard labour.

Estelle's 13-year justice crusade for justice won her is an Order of Australia for community service through investigative journalism, and the prestigious national Walkley Award for the Most Outstanding Contribution to Journalism.

She also won WA's Clarion Award for the most outstanding contribution to the profession and the Perth Press Club award for sustained excellence in journalism. She was named as one of Lotterywest's 25 most inspirational Western Australians in Scoop Magazine last year.

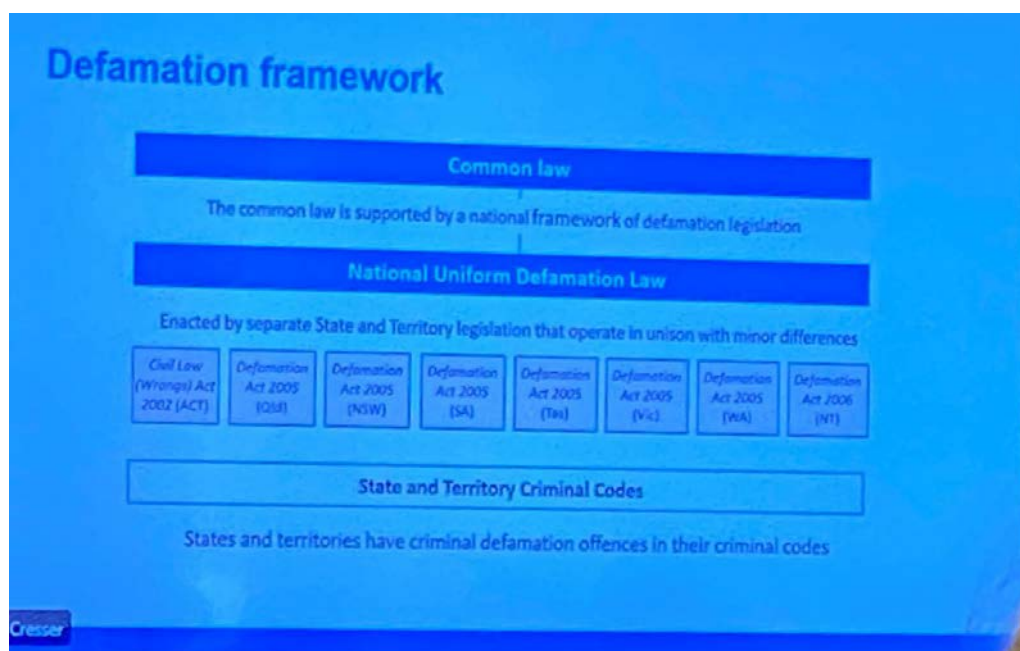
The surprising Whitsunday connection to her story is that Councillor Jan Clifford's mother was one of the women Eric Edgar Cooke assaulted, and Jan needed to take over the care of 2 younger siblings while her mother recovered.

This truly is a story of what perseverance and determination can achieve.

Zoom Presentation – Defamation by Lara Cresser

Lara is a Director in the Corporate Advisory team in Brisbane. With degrees in law, creative industries and a masters of intellectual property, Lara has a highly specialised expertise in a range of areas including corporate litigation, dispute resolution, intellectual property, social media and general corporate and commercial advice work. She is passionate about the social media and digital space and is a vital member of the Corporate Advisory team acting in highly technical applications.

The session commenced with an explanation of the Defamation Framework as per the slide below



Who can claim for defamation?

- * Any individual
- * Corporations cannot sue for defamation unless they are an “excluded corporation” (Excluded Corporation means any corporation engaged in business as a building or construction contractor, a securities dealer, or a loan company or a corporation that receives more than fifty percent (50%) of its ordinary gross income from intangible property).
- * Not a public body
- * Objects do not include obtaining financial gain
- * It employs fewer than 10 persons and is not related to another corporation

Assessing Defamation

Defamation occurs when a person publishes material; (words, images, video etc) that:

- * Is easily referable to the complainant (Referable to: a person does not need to be named to be identified e.g. using someone’s title rather than name)
- * Conveys messages that damage the complainants reputation
- * Is not covered by a defence

Vulgar abuse may not be capable of conveying any defamatory imputations. Under the new defamation law reforms, a complainant must also show that the material has caused or is likely to cause serious harm to their reputation

Liability for Defamation

- * General rule: liability for defamation lies with the publisher
- * Primary publisher
- * Subordinate distributor
- * Innocent dissemination defence

Damages

Non-economic damages are capped at AUD \$432,500, unless an award of aggravated damages is warranted

The highest total damages awarded are AUD\$2,900,000. Generally, the majority of damages awarded are between AUD \$100,000 and AUD\$250,000

Defamation Defences

If a publication is referable to an individual and damages their reputation (that is not just vulgar abuse), it will be lawful if covered by a defence.

- * Truth / justification – true in substance and in fact or “substantially true”
- * Parliamentary privilege – contained in a fair and accurate report of parliamentary proceedings and without adopting the substance of the matter
- * Absolute privilege – statements made in parliament
- * Triviality – circumstances of the publication are unlikely to cause the person defamed serious harm (in WA & NT only)
- * Honest opinion / fair comment – comment on matters of public interest which is objectively “fair” or based on proper material
- * Fair report of public proceedings of public concern – statements made in parliament
- * Qualified privilege – recipients have interest in receiving information on a subject, publication was in the course of giving such information, and the publisher acted reasonably in publishing the information
- * Malice / improper purpose – defeats the defences of qualified privilege, fair comment and honest opinion

New Defamation Defences

The new defamation defences were introduced following stage 1 reforms and are now in force in New South Wales, Victoria, Queensland, South Australia and Tasmania

Public Interest Defence

Defamatory matter concerning an issue of public interest and the publisher reasonably believes that the publication of the matter was in the public interest

Academic or scientific peer review defence

Defamatory matter is established to have been published in a scientific or academic journal, relates to a scientific or academic issue and have been subjected to independent review on its scientific or academic merit prior to publication by persons with expertise

Defamation in practice

- * Identify the exact content
- * Identify the imputations conveyed by the content – statements that are likely to diminish the reputation of an identifiable individual
- * What part of the content gives rise to them?
- * How do they damage reputation?

- * When considering defences, consider what you don't know or cannot know?
- * Undertake a risk assessment when putting out communications for the likelihood of attracting defamatory comments
- * Pay particular attention to: statements not based on supporting material that is readily identifiable, statements containing hyperlinks to other material, statements of opinion – ensure they are a matter of public interest, the basis of the opinion is true (based on facts or evidence stated in the content), and or consists of statements made in parliament or court, defamatory statements made in stories with a large audience

My take away from this session is that defamation is a complex and emotive topic, hard to prove and subjective. If in doubt, seek independent legal advice.

Approach to Homelessness – City of Gold Coast
Presented by Jo Furey-Lopez & Natasha Bow

Jo is currently the Executive Coordinator City Laws at the City of Gold Coast. She has worked continuously within Local Government for over 30 years and has a strong track record of executive level achievements. Jo has headed up a number of high-profile programs in the Strategy, Change Management, Finance, Workforce Capability, Regulatory and WHS areas with both the Brisbane City Council and the City of Gold Coast. Jo holds double masters' degree qualifications with an MBA from Griffith University and a Master in Project Management from the University of Southern Queensland.

Natasha is a mother of four teenagers in a blended family. Natasha grew up in country Victoria on a cattle farm moving to the coast in her secondary school years and has for the larger part of her career worked in small business on the coast. Natasha has a background in counselling and life coaching, and investigative services. Natasha joined the City Law team almost three years ago as an enforcement officer and was part of developing the PSLO program, and as you will hear Natasha has a big heart and is committed to supporting our city's vulnerable.

The presentation covered the following key points:

- * What is homelessness
- * Understanding homelessness
- * Government responsibilities
- * Homelessness on the Gold Coast
- * Local contributing factors
- * Action Plan 2022 – 2024
 - Goals
 - Priorities
 - Actions
- * Public Space Liaison Officers

What is Homelessness (Australian Bureau of Statistics ABS)

Homelessness occurs when a person does not have suitable accommodation and where their current living arrangements:

- Is in a dwelling that is inadequate
- Has no tenure, or if their initial tenure is short and not extendable; or
- Does not allow them to have control of, and access to space for social relations

Understanding homelessness; Homelessness is more than just rough sleepers and visible homelessness in public spaces:

- People without any housing, such as rough sleepers living in unsuitable dwellings or in their vehicles
- People who are between homes, staying temporarily with family or friends
- People living in crisis accommodation, shelters or refuges
- People living in boarding houses or caravan parks without security of tenure

There are significant implications for anyone experiencing homelessness, and this can lead to a decline in people's health

Local business and community organisations expect the local government to be proactive regarding addressing homelessness, and while there is no formal responsibility, local government does have a responsibility, as do other levels of government.

Federal Government:

- *Funding and leadership via National Housing and Homelessness Agreement (NHHA)*
- Women and children affected by family and domestic violence, children and young people, indigenous Australians, people experiencing repeat homelessness, people exiting institutions and care and older people.

State Government: Queensland

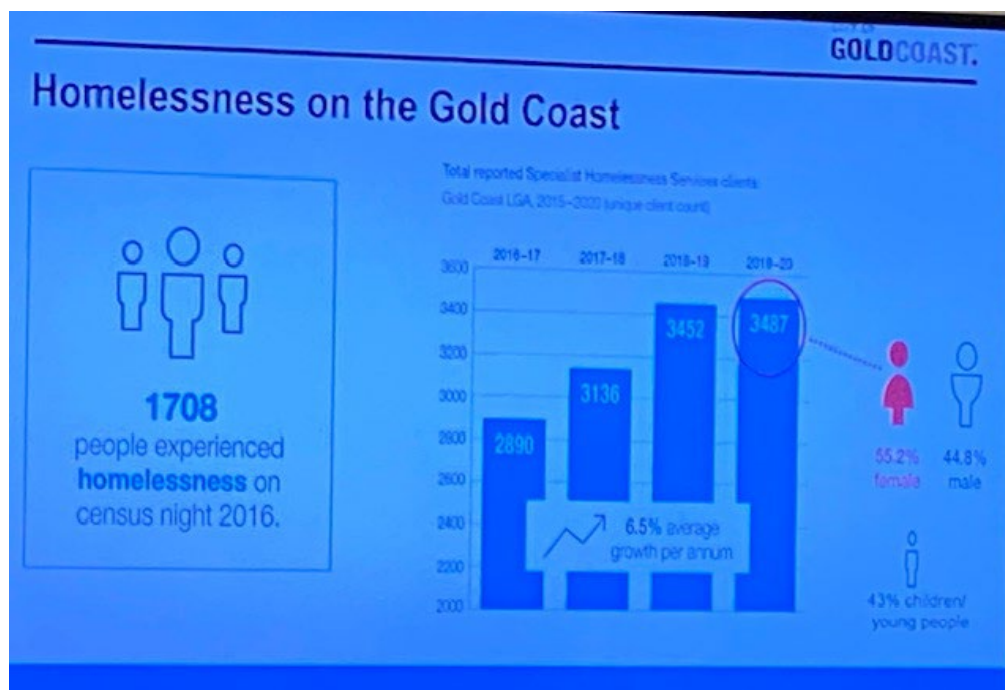
- *Department of Communities, Housing and Digital Economy (DCHDE)*
- *Queensland Housing Strategy 2017 – 2027*
- Homelessness – improve the pathways from homelessness, social housing – make better use of housing, affordable rentals – increase the supply, private market rentals - increase the supply of properties, housing supply – create a pipeline of development

Other areas of Government:

- Queensland Police Service, Queensland Health, Queensland Human Rights Act 2019

Census data 2016 - 2020

- Gold Coast is the second largest LG in Australia
- Largest non-capital city by population
- Current population estimated to be 650,349
- Population projected to be 950,000 by 2041
- 12 million visitors every year (pre COVID)
- The Gold Coast Local Government Area (LGA) land area is 133,372 Ha
- 65 km's from Yatala to Coolangatta



There are local factors contributing to homelessness such as housing affordability, supply of social housing and domestic & family violence. Gold Coast City Council is working to try to gather more accurate data to understand the full picture.

House and rental prices continue to rise with 14% of residents in housing stress, the average rent for a 3-bedroom house is \$600 per week, the supply of social housing @ 30.06.20 was around 4,000 houses and units available, and a large number of people are waiting for housing.

The City of Gold Coast recorded the highest number of Domestic Violence applications for court orders in Queensland, and the situation is complex and challenging.

The City of Gold Coast's response to homelessness:

- Public Space Liaison Officers (PSLO)
- Joint patrols in hotspots
- Regulatory Services
- Community safety interagency collaboration
- Safety camera network
- Domestic and family violence
- Safety information card

PSLO's were introduced in 2020 and work closely with other providers to assist. In 2021, they were able to assist 361 people with services, undertook joint proactive patrols with police and outreach officers, and were able to link people with services. Local laws also work with people sleeping rough.

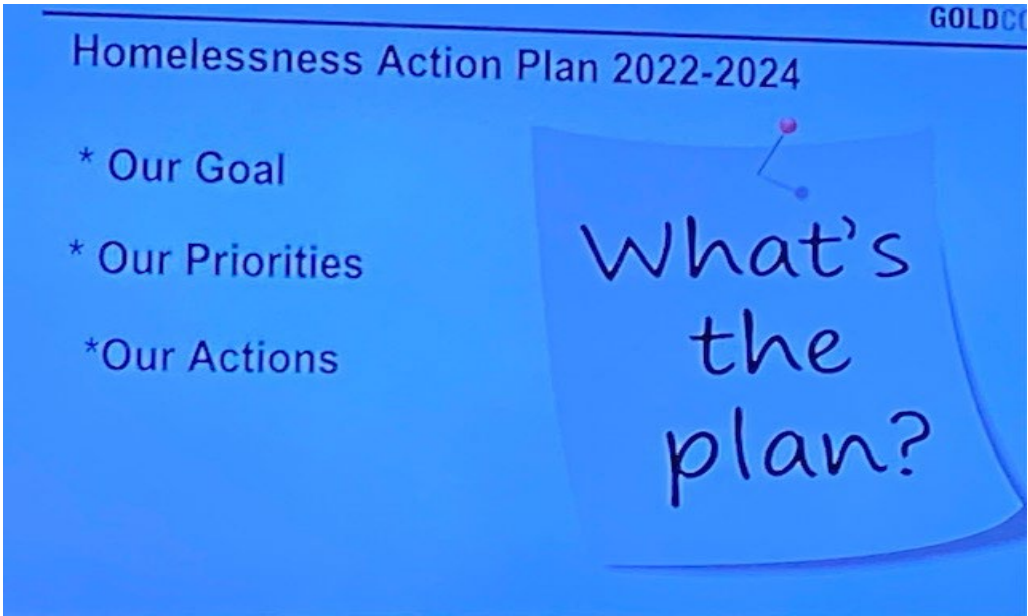
There is community safety interagency collaboration to address current and emerging issues and put actions in place to assist.

There are over 700 safety cameras in place, and these are monitored 24/7, 365 days a year, and anyone in need of assistance is reported to the police.

There is a domestic violence action plan which promotes support services and assists key staff to access training

A safety information card is available and has key contact details, and is printed in different languages

Gold Coast City Council provides a space for agencies to deliver services from, and have a community group hub which provides resources to agencies delivering services



Homelessness Action Plan 2022 – 2024 has Goals, Priorities and Actions
What's the plan?

Goals:	to ensure that any experience of homelessness is:
Rare:	by reducing the number of people becoming homeless
Brief:	so that experiences of homelessness is short in duration
Non-recurring:	homelessness is not frequent or repeated, rather it is a one-off experience



Safe Public Spaces - Create public spaces that are safe and accessible for all residents, visitors and businesses:

- Develop a homelessness protocol to guide employees and ensure a consistent approach when interacting with people experiencing homelessness in public spaces
- Strengthen the city's partnership with QPS in responding to homelessness through an operational agreement
- Participate in joint patrols with partner agencies in hot spot areas of rough sleeping
- Work with local businesses to identify hot spot areas, appropriate reporting pathways, and opportunity to participate in solutions
- Enhance communication procedures to provide timely advice to people experiencing or at risk of homelessness about disaster events
- Review the booking process for volunteer meal services and other welfare services
- Report on the importance of these actions and escalate any other emerging issues

Strong Support Network – work together with partners to build capacity of local homelessness services so they can respond effectively:

- Participate as a member of the Gold Coast Homelessness Network
- Contribute details as appropriate to Gold Coast Homelessness Network
- Assist the Gold Coast Homelessness Network to investigate the feasibility of a food distribution hub
- Create a virtual homelessness advisory panel of specialist stakeholders
- Build the capacity of the local homelessness sector by connecting them with the City's Volunteering Network and City Connect Program
- Connect individuals, groups and businesses to the Gold Coast Homelessness Networks

Reduce Homelessness – reduce the number of people experiencing homelessness on the Gold Coast by connecting them with services:

- Expand the City's Public Space Liaison Officer program
- Advocate to the Queensland Government for funding and resources
- Provide timely information to people who are sleeping rough in public spaces about future works or events that may impact them
- Update the City's website to include information for people experiencing or at risk of homelessness about how to access support services
- Provide information to the City's community centres and libraries about assistance available for people experiencing homelessness
- Deliver training to City Officers on understanding homelessness
- Advocate for the provision of managed after hours safe spaces for people who are experiencing or at risk of homelessness to access food, showers, health services and other support

Diverse Housing – Advocate for and support the delivery of affordable housing options:

- Advocate for an increase in the supply of public, affordable and social housing: including domestic and family violence refuges
- Undertake a residential land supply analysis and a housing needs investigation to inform future City planning activities

- Reform the City Plan to support delivery of housing choice (including affordable and adaptable housing)
- Streamline the development assessment process for community housing providers by providing a central point of contact for applicants
- Review the Rate Donation, Infrastructure Charges and Development Application Fee Discount Policy to investigate opportunities to provide support for NFP register community housing providers
- Report to Council annually about City land or buildings that may be suitable for the delivery of innovative social and community housing
- Investigate best practice affordable housing and delivery models, and leverage partnerships with universities, community housing providers and the private sector to test prototypes
- Include affordable housing content with City Building Seminars, Urban Design Awards, GC Open House, and similar industry event programs
- Promote mixed tenure and affordable housing options within the planning for any 2032 Olympics accommodation
- Establish a plan to identify when and how we will deliver all advocacy actions in this plan to coordinate efforts and maximise impacts

Public Space Liaison Officer (PSLO) Program Trial

- 12 months
- 2 Local Laws Officers seconded into these roles
- Coverage across the Gold Coast
- Joint approach

Permanent Program

- Engagement and monitoring homeless individuals
- Proactive patrols
- Respond to complaints
- Referrals and liaison with services
- Public safety management
- Connection and collaboration with agencies

Public Space Liaison Officer (PSLO) - The Statistics (12 months)

- Customer requests received and responded – 965
- On the ground inspections, reactive and proactive – 2139
- Individual interactions - > 6000
- Individuals referred and interacting with Outreach Services - >361

Future Focus

- The Gold Coast Homelessness Action Plan builds on the existing City of Gold Coast initiatives and will guide their work with those suffering homelessness in coming years
- Public Space Liaison Officers (PSLO's) will continue working collaboratively with other agencies and services so they can support vulnerable residents and create change
- City of Gold Coast are committed to reducing homelessness across the Gold Coast

Member for Whitsunday Amanda Camm – Stepping Stones

Amanda spoke about her journey from local government to state government with the following key messages

- Women need to support each other
- You need to stay true to who you are.
- Values are important
- Effect change through a process
- Have a clear plan of what the community wants from you
- Numbers and timing are critical in state politics
- Community will hold you to account

NANOTECHNOLOGY***Dr Sean Parsons, Founder & Chief Executive Officer***

Clinically trained business leader with a track record of successfully developing breakthrough medical technologies and leading the product commercialization for the benefit of human health.

Dr Sean Parsons is the Founder, CEO and Managing Director of Ellume and serves in dual commercial and technical capacities in the company. He is a co-inventor of Ellume's core pioneering quantum dot detection system technology and is named in over 40 patents and papers. Sean has provided the strategic vision for the company in the digital health technology space and has led the negotiation and execution of all major partnerships and collaborations. Previously, Sean was a critical care clinician with post-graduate training in emergency and intensive care medicine, working in major metropolitan hospitals in Queensland, Australia. Sean holds a Bachelor of Science (BSc), Dual Major – Physiology and Biomedical Science with First Class Honours from the University of Queensland, and a Bachelor of Medicine and Bachelor of Surgery (MBBS) also from the University of Queensland. Sean is a graduate of the Australian Institute of Company Directors.

Paul Darrouzet, Owner Coral Sea Resort & Coral Sea Marina & Ellume Board Member

Paul co-founded and Chaired the Foxleigh JV metallurgic coal mine in the Bowen Basin, which sold a majority stake to Anglo Coal in 2007 for US\$620m. He is the owner and Director of the award-winning Coral Sea Resort and Coral Sea Marina in the Australian Whitsundays. Paul holds a Bachelor of Commerce from the Queensland University of Technology and has been a Director of the Wesley Medical Research Institute and Chairman of the Lifestream Foundation. He is an early-stage Board Member, prior Chairman and investor of Ellume.

Ellume develops, manufactures, and commercialises the next generation of digitally enabled diagnostic products for healthcare professionals and consumers: <https://www.ellumehealth.com/>

Despite advances in modern medicine, infectious diseases continue to pose a significant threat to humanity. Ellume was founded to address these problems through innovative approaches to diagnosis and treatment accessibility.

During the 2009 2010 swine flu pandemic, Dr Sean Parsons was working as a physician in a busy emergency department. Scores of patients were presenting with symptoms of influenza. Laboratory tests took several days to return results and the small range of rapid influenza tests available lacked accuracy and reliability. Inappropriate prescribing of antivirals and antibiotics was unavoidable, as was non-prescribing for influenza infected patients. It was then that he realised there was a clear need for a faster, simpler and more accurate way to diagnose influenza and other infectious diseases.

The technology Ellume developed to meet this need consists of several layers of innovation. Investment in the core science has been significant and has resulted in multiple patent families. Around this core science we've wrapped simple, intuitive user interfaces with smart-device connectivity to create unique products.

Ellume's patented detection method uses unique fluorescent nanoparticles and a sophisticated reader system to achieve accurate results from a clinical sample within minutes. They create efficiencies using their platform technology across a range of diagnostic tests for consumers, healthcare professionals at the point-of-care and higher-throughput laboratories.

The company's strategy of using digital technology at the core of their products has enabled them to create better ways to diagnose illness, control disease and link to optimal therapy.

Ellume have developed a new way of rapidly diagnosing infectious diseases by creating a suite of disposable test cartridges which measure, analyse and transmit results. The original test used a pregnancy test as a basis for developing a new and more effective infectious disease test.

Points of interest noted from the presentation include:

- Healthcare will become increasingly digitised, humanised / consumerised and decentralised
- Investing in new technologies is a team sport and requires community involvement
- These new technologies and devices will be used more and more to provide better healthcare, including diagnostics, remote access, and monitoring
- Telemedicine will increase
- Pharmacies will evolve
- Treatment and delivery will change significantly
- All levels of government will play a role in ensuring people can access the healthcare they need
- In 2020, COVID brought the realisation that there was no treatment, no medication and no vaccination available for novel coronaviruses
- Ellume developed the first at-home COVID test, with an initial \$1m grant from NIH (US), and currently 700,000 tests / day can be produced
- Ellume defines advanced manufacturing

ZOOM PRESENTATION

Kate Jenkins, Sex Discrimination Commissioner

Kate Jenkins is Australia's Sex Discrimination Commissioner and a member of the Australian Human Rights Commission. Her purpose is to advance gender equality, consistent with the Sex Discrimination Act and the Convention on the Elimination of All Forms of Discrimination Against Women. Kate is currently leading a number of projects, including: action to implement the Respect@Work: National Inquiry into Sexual Harassment in Australian Workplaces Report (2020) recommendations; the Australian Human Rights Commission's collaborative projects on cultural reform with both the Australian Defence Force and Australian Federal Police; as well as the Independent Review of Commonwealth Parliamentary Workplaces. She is also an Ambassador for the FIFA2023 Women's World Cup. Prior to joining the Commission, Kate spent three years as the Victorian Equal Opportunity and Human Rights Commissioner, 20 years as lead equal opportunity partner with Herbert Smith Freehills and many years serving on the boards of Berry Street Victoria, Heide Museum of Modern Art and Carlton Football Club.

Australia was once at the forefront of tackling sexual harassment globally. However, over 35 years on, the rate of change has been disappointingly slow. Australia now lags behind other countries in preventing and responding to sexual harassment – we currently sit at 54th in the world.

Women's organisations in Australia began to press for the legal and social recognition of sex discrimination in the early 1970s. This movement built on Australia's ratification of two key international conventions:

- the International Labour Organization's Discrimination (Employment and Occupation) Convention in 1973
- the UN Convention on the Elimination of All Forms of Discrimination Against Women ('CEDAW') in 1983.

In 1984, the Australian Government introduced the Sex Discrimination Act 1984, which specifically prohibited sexual harassment at work and established the role of Australia's Sex Discrimination Commissioner. Since that time, successive Sex Discrimination Commissioners have identified the elimination of workplace sexual harassment as a key priority.

Since 2003, the Australian Human Rights Commission has conducted four periodic surveys on the national experience of sexual harassment. The most recent survey conducted in 2018 showed that sexual harassment in Australian workplaces is widespread and pervasive. One in three people experienced sexual harassment at work in the past five years. Underpinning this aggregate figure is an equally shocking reflection of the gendered and intersectional nature of workplace sexual harassment. As the 2018 National Survey revealed, almost two in five women (39%) and just over one in four men (26%) have experienced sexual harassment in the workplace in the past five years. Aboriginal and Torres Strait Islander people were more likely to have experienced workplace sexual harassment than people who are non-Indigenous (53% and 32% respectively). Sexual harassment is not a women's issue: it is a societal issue, which every Australian, and every Australian workplace, can contribute to addressing. Workplace sexual harassment is not inevitable. It is not acceptable. It is preventable.

Link to the National Inquiry into Sexual Harassment in Workplaces: <https://humanrights.gov.au/our-work/sex-discrimination/projects/national-inquiry-sexual-harassment-australian-workplaces>

Kate spoke about the priorities for action related to the outcomes of this inquiry, which included: sport, education and workplaces, with women in politics a particular focus.

The full list of recommendations from the report related to the inquiry were spoken about, and can be found at: https://humanrights.gov.au/our-work/sex-discrimination/publications/respectwork-sexual-harassment-national-inquiry-report-2020?mc_cid=1065707e3c&mc_eid=%5bUNIQID%5d

Following allegations of sexual assault within the Federal Parliament, on 5 March 2021, the Independent Review into Commonwealth Parliamentary Workplaces (Review) was established by the Australian Government, with support from the Federal Opposition and crossbench. Conducted by the Australian Human Rights Commission and led by the Sex Discrimination Commissioner, the Review was asked to make recommendations to ensure that Commonwealth parliamentary workplaces are safe and respectful, and that the nation's Parliament reflects best practice in prevention and response to bullying, sexual harassment and sexual assault. The report was tabled on 30 November 2021, and the full report can be found at: <https://humanrights.gov.au/set-standard-2021>

Some pertinent points from the report include:

- More than half of people in the Commonwealth parliamentary workplaces (CPWs) have experienced at least one incident of bullying, sexual harassment, or actual or attempted sexual assault
- The Set the Standard report sought the contributions of 1,723 people and 33 organisations
- Over half (51%) of all people currently in Commonwealth parliamentary workplaces (CPWs) have experienced at least one incident of bullying, sexual harassment or actual or attempted sexual assault in a CPW
- Current systems and reward structures encourage, tolerate and enable misconduct and processes that are not equipped to prevent or address the consequences of that behaviour
- In particular, the study found that women in CPWs and female parliamentarians have experienced sexual harassment and bullying at a higher rate
- Members of Parliament (Staff) experienced the highest levels of bullying, and actual or attempted sexual assault, in CPWs, as well as high levels of sexual harassment
- People who identify as members of the lesbian, gay, bisexual, transgender (LGBTIQ+) community were also found to experience sexual harassment at a higher rate

Based on the specific risk factors and underlying drivers, the Commission proposes five key shifts that can transition CPW's to a safer and more respectful work environments: Leadership; Diversity, Equality & Inclusion; Systems to support performance; Standards, Reporting & Accountability; and Safety & Wellbeing.

Kate went over part of the "Framework for Action" in the Report, which provides a substantial program of reform requiring planning, co-ordination and a sustained focus to achieve full implementation. Strong leadership will be critical to success. Accordingly, the Commission proposed a structure to oversee this implementation and a phased timeframe in which it can be achieved. This is to support steps which will take some development and identify those which can be implemented to drive impact in the short term. A taskforce is to be formed and phases of implementation developed.

*The Framework for Action, including the five key shifts, can be located in the report from Page 18 onwards, which includes details of the 26 recommendations.

CHURCHILL FELLOWSHIP LEARNINGS

Coral Ross AM – Immediate Past National President and Chair of the Australian Gender Equality Council.

Coral, a professional journalist with more than 20 years experience, also has an esteemed and long running career as a Councillor and Mayor for the City of Boroondara. In 2018 she was awarded a Churchill Fellowship to *improve gender equality in local government by increasing the number of elected women Councillors*. The following is a summation of her report.

The research studied

- Over 20 countries
- More than 50 initiatives to elect women
- More than 70 programs
- What can be implemented in Australia

Example of statistics of Women Councillors in other countries:

- USA 25-30%
- Canada 33%
- UK 35%
- Sweden 43%
- Germany 24.4%

Themes emerged from the research

- Systemic, structure and culture issues
- Sexual harassment, harassment and bullying
- Funding
- Identify candidates
- Engage with girls and young women
- De-mystify politics
- Depository of information and best practice
- Problem of retaining women Councillors
- Mentoring
- Women's networks
- Champion

Programs

Overseas research show programs (short and long term) to encourage women to stand or re-stand for election do make a difference but they are not a panacea and a suite of measures are needed.

No programs can be implemented without funding or both male and female champions.

Women stand for election but *many do not stand for re-election*.

ALGWA Victoria research found poor culture as the main reason why women did not stand for re-election, citing the following 2 statistics of the number of women Councillors who did not re-stand:

- 40% Victoria, Australia
- 60% Tasmania, Australia

"I don't just want a revolving door. I want to support them and try to get some changes to the system to make it a better place to be. So the culture change in politics, dealing with sexual harassment in Parliament and Local Government, trying to tackle on-line abuse for all women."

- Sam Smethers, CEO Fawcett Society

Examples of Successful Overseas Election Programs had the following:

- On-line modules and face-to-face forums
- One hour to 70 hours face-to-face
- Held every year
- Campaign school two years before election
- Boot camps in election year
- #AskHerToStand
- Gender Equality Officers

USA Programs:

- USA Programs to elect women range from short webinars to 5 day residential programs
- These are also offered to incumbents to retain female elected members
- Programs are aimed at "leadership" not "become a Councillor"
- Programs are often run independently, often by the Democrat party

Canada Programs:

- 'Campaign Schools' for local governments
- Government funded
- 'Equal Voice' program for all levels of government

UK Programs:

- 'Be A Councillor' program – Government funded
- EQUAL POWER program – run face-to-face and online programs

"I have been working on this for 20 years, we tried to do empowerment and encouraging women to be candidates and now we are saying it is not the women we have to change but the rules of the game."

- Dr. Uta Kletzing, Director of Women in Politics FES

"Some of the things we thought we had walked away from: women's networks, women's groups, women's caucus. Things 10 years ago we might have thought they were on the way out, but they are still very, very important." – Prof. Rosie Campbell, Director of Global Institute for Women's Leadership, Kings College, London.

What Can Australia Do - Programs?

- Facilitate online webinars
- Introduce "Ask Her to Stand" programs – put forth a candidate and they can be contacted
- Invite local women leaders to forums
- Council Gender Equality Officers
- Biggest request from women is for mentoring and support groups

Barriers

Must tackle systemic and cultural barriers or there will remain a revolving door of Councillors not wishing to re-stand.

Barrier Themes:

- Systemic

- Structural/cultural
- Harassment and bullying
- On-line abuse

Canada and the UK funded inquiries into these barriers:

- Canadian Parliamentary Inquiry – 14 recommendations
- \$1M Equal Voice, Canada – 25 recommendations
 - Safe and respectful workplace
 - Family-friendly measures
 - Modernisation
- \$550K FCM, Canada – national plan with recommendations
- IPU & Westminster – 43 recommendations, 18 implemented
- UK LGA Gender Equality Tools and Civility Program

What Can Australia Do – Barriers?

Federal

- Leave for Council duties
- Education campaign
- Gender equality tools to effect cultural change at Councils
- Global women in Government
- #AskHerToStand
- Knowledge Hub
- Mentoring

State

- Councils have harassment, sexual harassment and bullying policies and mandatory in-person training
- Leave at birth or adoption and re-imbursement of caring costs
- Gender Equality Officers
- Women's leadership trailblazer award
- Positive contribution of local government
- Gender lens for budgets and policies
- Remote attendance of Council meetings
- Cyber safety training for candidates
- Grants for GE projects
- School curricula

Councils

- Gender Equality Officers
- Gender lens to budgets and policies
- Review Code of Conducts
- Review allowances
- Review meeting times
- Awards to recognise local women leaders
- Women's Advisory committee

More Information

For further information on gender parity in Local Government please go to www.algwa.net.au

TODAY'S WOMEN AND SUPER***Kelly Barnes, LGIASuper***

Women in Australia, on average, retire with 47% less superannuation than their male counterparts.

Kelly's zoom presentation was an eye-opening and informative session on the current deficit of superannuation acquired by the average Australian woman required for comfortable retirement and recommendations on how to grow one's super and prepare for retirement.

Timing Your Retirement, Ensuring You Have Enough To Retire

The Goal for comfortable retirement (ASFA figures/guides): Retire 67 yrs, Death 85 yrs

<i>Age Pension Support</i>		<i>Self-Funded</i>	
Single	\$354,000	Single	\$685,000
Couple	\$455,000	Couple	\$951,000

However – the average woman retiring between the ages of 65-69 retire with only \$171,227

Furthermore, statistically, women live longer than men 85 vs 81

That is WHY it is very important to talk about these statistics.

What Can We Do to Maximise Contributions?

Build savings early, making voluntary contributions.

Manage your super wisely and only have one super fund.

Get financial advice.

4 Places Contributions can come from:

1. Employer: at least 12% for local government **Can add 6%
2. Government: for people earning below \$45k/year
3. My contributions
4. Contributions to spouse account: higher income -> lower income earner, up to maximum \$540/yr tax offset

Investment Strategies

Super Can Save You Tax

- Super tax rate 15%
- Salary sacrificing contributions into Super
 - Can add additional weekly contributions ie: \$50/wk
 - Limit \$27,500/year
- Lower taxable income

Carry Forward Concessional Contributions

- >\$500,000 in Super you can carry forward used contributions for up to 5 years

****Life circumstances will dictate how much extra you can put into Super****

Could I Be Doing More?

Spending less than you earn = Financial Empowerment

- Know where your dollars are going
- Ensure personal expenditure isn't too high

Supercharging your investments

Investment returns will make up the majority of the \$\$ you retire with:

- 40% Contributions
- 60% Investment returns

LGIA Super has 5 Ready Made Investment Options based upon how long you have before you retire and your risk appetite.

Aggressive	High
My Super/Diversified Growth	Med-High
Balanced	Med
Stable	Low-Med
Defensive	Very low

For more information

www.lgiasuper.com.au/letslearn

Book a 30-minute Super Health Check

PANEL DISCUSSION: MANAGING SOCIAL MEDIA - THE POSITIVES AND THE PITFALLS

Panel Facilitator: Kim Skubris

Panel Participants:

- Cr. Lyn McLaughlin – 4th term Mayor of the Burdekin Shire Council
- Rachel Brophy – CEO Douglas Shire Council



Photo: Mayor Lyn McLaughlin, CEO Rachel Brophy, Kim Skubris

This was a deeply personal and forthright discussion on the positive and negative aspects social media brings to Local Government.

Mayor McLaughlin spoke glowingly of her Corporate Communications team and how fresh ideas in the team helped to drive positive responses from both the local community and further abroad with their light-hearted social media posts.

Rachel Brophy was the former CEO at North Burnett Shire Council and spoke of the extremely challenging times she faced professionally and personally due to the release of a innocent social media post celebrating Council staff efforts, in a time of austerity measures, and the extent the resultant online trolling and public harassment impacted her mental health and that of her family.

The discussion highlighted:

- Social media is the single biggest challenge corporate communication teams face
- Get in front of the message. You have to steer the message.
- Identifying the difference between an online angry customer and a troll and how to respond accordingly:
 - Give the same response to both ONCE only
 - Block troll immediately

PANEL DISCUSSION: “WITH FORCED CHANGE CAME OPPORTUNITY” - GOVERNING THROUGH THE COVID PANDEMIC

Panel Facilitator: Kim Skubris

Panel Participants:

- Cr Sue Blom – Townsville Regional Council
- Cr Daphne McDonald – Gold Coast Regional Council
- Cr Jan Clifford – Whitsunday Regional Council
- Cr Megan O’Hara-Sullivan – Toowoomba Regional Council
- Sam Hall – ALGWA



Photo: Kim Skubris, Cr Jan Clifford, Cr Megan O’Hara-Sullivan, Cr Sue Blom, Cr Daphne McDonald, Sam Hall

Pivot! Pivot! Pivot! Was the key theme for all the speakers.

Key focus areas emerged for local governments during and post pandemic and the panel discussion ranged across these areas and the highlighted the similarities and differences experienced between the differing LGAs on the panel.

Engagement Strategies

- How has your local government maintained a sense of community in a now socially distanced world?
- Has your local government had any notable initiatives to pivot from an old way of engaging with the community to a new way? How did that new initiative provide better engagement and community reach?
- Did you notice that the initiatives were more successful with some members of the community than others? How did you address the imbalance?
- How about reaching those less likely to engage through new engagement strategies? This is usually older residents who have less of an online presence.

Public Space Management

- What impacts did you see on public spaces in your local government area?
- What actions did your local government take to pivot to address these impacts?
- Has there been a lasting impact and hence the need for long term actions?

The Decline In Public Transport

- Was the drop in public transport usage an issue with your local government?
- If so, what steps did your local government take to address this?
- Are there long-term impacts for your local government?

Mother Nature's Additional Challenges

- Has your community faced additional challenges since the start of 2020? What was the challenge?
- If your community faced an additional challenge, how has your local government handled both the pandemic and that added challenge in delivering services to the community?

STORYTELLING AND PUBLIC SPEAKING

Facilitator: Kim Skubris

Kim is a respected and experienced journalist with over 25 years' experience within her chosen industry. Kim is a communications specialist, and her passion is helping people capture their audience with powerful and authentic communication.

Kim shared the best advice she ever received about communication was to, "be a very good listener".

Powerful communication is key.

Cutting through and ensuring that you are ahead of the message in a crisis key. As women and as strong leaders, leading from the heart is key.

Ask yourself the question

Are you a good chatter – or are you a powerful communicator?

What this means, is that people whether they are driven by nerves or ego, want to spew out everything they know about everything, and the message gets lost.

When you chat with your constituency, staff, fellow counsellors, or media, are you actually clear about the message you want to get across? Because sadly either ego or nerves are two of the key things that muddy the message.

FACT....You have 10 seconds to grab an audience's attention.

Facts tell, stories tell

This certainly rings true. When you are imparting change or share information to your community, staff or council, consider a story. **This is how you will capture your audience in the first 10 seconds.**

First Strategy:-

Tell a personal story. It is a snappy 30 seconds to a minute in length. The strategy of this is very specific. Most of you will be introduced by someone. Stand front and centre and start with this:-

- I'd like to start by sharing a short story with you (you say short, because they know you are not going to "bang" on and then you tell the short story)
- It's akin to this "once upon a time" (we are programmed to receive stories)
- It is absolutely extraordinary to see the lean in, the unfolding of arms from the audience
- It works, because people are pre-programmed
- Story telling lights up the cortisol and endorphins in the brain, particularly if you have a potential hostile audience

Second strategy: -

- Ask a question (do you really think)?

Third strategy: -

- Share a strong, shocking fact (pertinent to your topic) e.g. every 11 minutes a child is abused or neglected in Australia
- Don't tell them what's coming – hit them between the eyes
- This is incredibly powerful

And then there is the silence that follows that shocking fact. **A powerful communicator and speaker is not afraid of silence.** Give your audience a chance to let this message sink in.

Why storytelling is so powerful, and what Aristotle studied in the Power of Persuasion, was the ethos and the pathos.

- Ethos in your organisation is the ethics – what do you stand for and do you represent this?
- Pathos is the emotion (do you like me and do I like you)?

One of the best ways to break down this barrier is to start with a yarn. Start with a short story that represents what you are going to be sharing for the rest of your presentation/staff etc.

If you're not naturally a strong writer and you've got an important speech coming up:-

- Don't be 'cookie cutter' or predictable
- Put a little bit of time into it
- Dig up a story on someone who is local from the area, or throw some stat's out there e.g. A shocking fact about how many of our local men went to war and how many came home
- You will grab them immediately.

These are the qualities that you should consider when looking at a powerful story.

A powerful story is:-

- Authentic and real
- True
- A reflection of values and attributes (both yours personally and your organisation)
- Water cooler friendly
- Easy to share

If you can weave something into a story, psychologically this is how our brain works. It has been scientifically proven, if you share a story, the right-hand side of the brain lights up, because we are actually highlighting and exciting that imagination side of the brain.

Where do we find these stories?

- Sharing a proud moment
- Learning from an event or experience with an element of hardship
- Times of change – taking the path less trodden
- One of your staff members has won an award
- Why you are passionate about working for your community
- When you're between a rock and a hard place – loyalties being challenged

Sadly, many Councils are in a state of flux: -

- Whether it's driven by social media, or "in fighting"
- Whether it's political, aspirations or whether it's just because of the plain old bug bare of members who are women
- Are you all going to be on the same page, not just in this room
- Or are you going to still be on the same page when you leave
- Or are you going to constantly stab each other in the back?
- This absolutely riddles the council culture and destroys it

Take away message:-

- 1) If you can't get excited about the story you share, give it to someone else who may be a more passionate spokesperson to do it for you
- 2) When your passion and purpose are greater than your fears and excuses, you will find a way

Finally, here's something to ponder on: -

If you live out a normal life expectancy, from birth to death.... how many days should you get on this planet?

Consider, if you are aged 50, you have about 12,000 days left, of which you'll be asleep for about 1/3 of that time. That leaves you approximately 891 Saturdays to go.

So the message for all of us is to "Make the most of the time you've dedicated to yourselves and your organisation".

BANISH BIAS

Facilitator: Jilinda Lee

As Founder / Director / Program Lead of Vital LEADERS: Jilinda's company is committed to developing dynamic leaders, diverse teams, and vibrant cultures.

Jilinda discussed the six core biases and how we can rectify the things we still see in today's society.

We all have biases.

We do bias on a daily basis, and we do not realize we still have that underlying bias. We all need to look at our biases. Those little things that happen during the day. There are also a lot of systems that have imbedded bias into them. They can be just little things, but if we don't fix the little things that just pop up on a daily basis, and we never mention them and we just let them slip by (it's the way it's always been), then nothing will change.

We are going to look at the little steps that we can take today in recognizing and make us aware. Awareness is the key in recognizing bias. And then we need to learn how to respond.

A lot of our biases are unconscious biases. This is because our brain has millions of "stuff" coming in every minute and we cannot process all of this 'stuff'. So, our brain takes shortcuts and those mental shortcuts can easily become stereo types.

It can be very bad to judge people in a stereo typical way. The snap judgements that we make are harmful. It's hard to admit we hold these biases, but we do.

Not all bias is unconscious. It can be 'blatant bias'. The type you see daily and a weekly basis. A lot of people do not realize that they are unconsciously bias. It's just the way they've always been.

How many times more often do men interrupt women? It's almost three times more often. This is in the corporate sector, in boards, in all kinds of all high-level meetings.

In performance reviews, what percentage of women receive negative feedback on their personal style, such as "you can sometimes be too abrasive", or "too aggressive"? 66% of women receive this feedback.

What percentage of men receive the same feedback? One percent of men only.

In Australia, what percentage of women hold positions on boards (CEO's, or in senior management levels in the corporate world? We have 18% of board Chairs are women, 33% Directors, 19.4% CEO's, and 32.5% are in leadership roles.

Any society that fails to harness the energy, the passion, the diversity of leadership styles that women bring to the table bring an absolute huge disadvantage in our modern times and in our future moving forward. Moving forward, we need women at the table.

So what are we doing about gender bias? They have been grouped into six categories.

- 1) **"Performance Bias"**

Based on deep-rooted – and incorrect assumptions about women's and men's "natural" abilities.

We tend to underestimate women's performances and overestimate men.

This leads to:-

- Missed opportunities
- Lower performance ratings
- Lack of career progression

2) "Attribution Bias"

Closely linked to Performance bias.

Because we view women as less competent than men, we give less credit for accomplishments and blame them more for mistakes.

This leads to:-

- Greater self-doubt
- Reluctance to take on higher responsibilities
- Undermined confidence and courage

3) "Likeability Bias"

Rooted in age-old societal expectations, we expect men to be assertive when they lead; it feels natural and normal.

We expect women to be kind and communal. If they assert themselves, we like them less.

This leads to: -

- Inconsistencies in responses
- Lack of congruence to natural behaviour type
- Lack of career progression

4) "Maternal Bias"

Motherhood triggers false assumptions that women will be less committed to their careers – and even less competent.

This leads to:-

- Missed opportunities
- Continually having to prove commitment and value
- Lack of career progression

5) "Affinity Bias"

We gravitate toward people like ourselves, in appearance, beliefs, background and experiences.

We avoid, distrust, or even dislike people who are different from us.

This leads to: -

- Lack of diversity and inclusion
- Lack of innovation and growth
- Poorer decision-making

6) "Intersectionality Bias"

Bias is not limited to gender.

Women can also experience compounded discrimination due to their race, sexual orientation, a disability, or other aspects of their identity.

This leads to: -

- Missed opportunities
- Underrepresented input at decision-making tables
- Lack of career progression

How do we change Bias?

Silence is absolutely not an option. If you've been silent about some of those things that go around the table in the past, feeling like you don't want to bring out that "gender" card, think of it not as a gender card, it's a human equality card. Everybody deserves to be able to have equal opportunity, equal choices, equal rights, and where you see that balance not being there, it's absolutely appropriate to bring it up, gently question, and at least try to be the voice for change and to bring it forward.

Biases that are really imbedded and may take a while to get rid of, but you need to be persistently chipping away at the fact, that this is not acceptable anymore. Do this, and it will happen.

Start by recognizing your own assumptions, and your own biases. Own those as an imperfection that you can improve on, and then respond in a more thoughtful way, to yourself and then you will be able to mentor, help, encourage others to also rectify some of their old habits and the systems within the organisation.

It's a process, but it starts always starts with awareness. When it occurs, speak up, for someone in the moment. Even if it is just "hang on a minute, can you just tell me why you think that"? Switch on your curious tone and switch off your judgement tone, is always good.

Stick to the facts and don't get into the emotional side or making it something bigger than it is. Just look at it as a fact.

We need to be women who no longer accept things we cannot change and changing the things that we cannot accept.

You don't change things that you're not aware of, but once you're aware, you can't help but change them.

How do we support each other to change things? We have a great opportunity now to get involved, to be aware, and to make change.

11.1.3. OPERATIONAL PLAN 2022-23

Author	Coordinator Performance and Risk (Sarah Shuttlewood)
Responsible Officer	Executive Officer (David McKendry)
File Reference	Correspondence - Corporate Performance Planning and Reporting

Attachments	Operational Plan 2022-23
	1. Operational Plan 22-23 DRAF T 5 [11.1.3.1 - 20 pages]

Purpose

The purpose of the report is to present to Council for adoption the Operational Plan 2022-23.

Related Parties

N/a

Corporate Plan Linkage

Operational Excellence

Customer/Community Focus - Improving community wellbeing is a primary goal of our services to the Mackay region. This encompasses residents, businesses, visitors and investors. Council believes all members of the community play a crucial role in supporting the vision and strategic outcomes and we encourage community engagement.

Our People and Culture - We have an engaged workforce who work together to ensure that delivery of strategic outcomes. We support our employees by providing a safe and healthy workplace, where self-improvement and innovation are fostered and rewarded. Council also involves a team of community volunteers to assist with its operation.

Process and Systems - We develop and continually improve and innovate to create efficient processes that deliver value for our community. Council will endeavour to make service levels more transparent and harness opportunities for existing and emerging technologies to aid this delivery.

Background/Discussion

Sections 174 and 175 *Local Government Regulation 2012* mandate that a local government prepare and adopt an operational plan that states how it will implement its 5-year corporate plan during the year. The operational plan must be consistent with the annual budget, set out how operational risk will be managed and include an annual performance plan for each commercial business unit.

The Operational Plan 2022-23 includes actions against Corporate Plan priorities and strategies. Each action includes a responsible program and an evaluation measure to assess performance.

The Operational Plan 2022-23 is informed by goals and key performance indicators identified in each Programs' annual Program Plan. Program Plans are developed to support the implementation of priorities identified in Directorate Plans, cascading from the Organisational Strategy and Corporate Plan.

Consultation and Communication

The Operational Plan 2022-23 was developed through an extensive engagement process with the Acting Chief Executive Officer, Directors and Program Managers.

Once received by the Mayor and Councillors, the plan will be published on the MRC website for access by the community.

Resource Implications

There are no resource implications directly related to preparation of the operational plan.

The Operational Plan 2022-23 has been prepared prior to Council's adoption of the annual budget, however Program Managers have been consulted to confirm that all actions are funded in the proposed 2022-23 budget.

Risk Management Implications

The operational plan minimises risk to Council by ensuring performance is planned, monitored, and managed.

Conclusion

It is recommended that the Operational Plan 2022-23 be adopted as tabled.

Officer's Recommendation

That Council adopts the Operational Plan 2022-23 in accordance with S174 of the *Local Government Regulation 2012*.

Mayor Williamson noted that the preparation of the Operational Plan had been a great journey and thanked officers for the incredible amount of work they have done. Mayor Williamson noted that there were typos on pages 86 and 87 which have now been corrected.

The A/CEO noted that each program has held a workshop to determine what they need to do to meet the Operational Plan, the Plan will be updated annual and she looks forward to sharing it with the community and providing regular updates on Council's progress in meeting the Plan.

Cr Bonaventura noted that there was a typo in the report under Corporate Plan Linkage.

Mayor Williamson advised that this error has been corrected.

Council Resolution ORD-2022-135

THAT Council adopts the Operational Plan 2022-23 in accordance with S174 of the *Local Government Regulation 2012*.

Moved Cr May

Seconded Cr Hassan

Cr May noted that the Operational Plan 2022-23 provides clear goals and KPIs and offered her congratulations to the A/CEO, Directors and all staff involved. Cr May advised that she was looking forward to Council's budget to enable the work to be done.

CARRIED

OPERATIONAL PLAN 2022-2023



ACKNOWLEDGEMENT OF
TRADITIONAL CUSTODIANS

Mackay Regional Council respects the traditional custodians of the lands that make up our region, the Yuwi and Widi people. We also acknowledge all other Aboriginal and Torres Strait Islander people who call our region home.





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MESSAGE FROM
THE MAYOR

The elected Council is proud to endorse this Operational Plan for 2022-2023.

Councillors helped set the blueprint for our region for the next five years with the Mackay Regional Council's Corporate Plan 2022-2027. That plan sets out our strategic vision for our community "To become the best region (in Australia) for liveability and livelihood".

The Corporate Plan delivers a new Purpose and Vision, but for it all to work, we need to apply key

actions and deliverables for the council Leadership Team and staff. That is where the Operational Plan takes over.

This Ops Plan sets out clearly the working plans for the business and for the deliverables of Council. It is the methodology to ensure that the adopted five-year Corporate Plan is not just a wish list. To that end, the KPI's in this Ops Plan will be reported on publicly throughout the next 12 months.

There is no doubt that we are living in challenging

times and council, like most organisations, is struggling with rising prices, skills shortages, and supply-chain delays. But we are blessed with an innovative and passionate workforce, who love delivering for the community they live in.

We will be the best region for liveability and livelihood. This plan will help us get there operationally.

Mayor Greg Williamson
Mackay Regional Council



MESSAGE FROM
THE CEO

When talking to members of our council team, there are always two key things that stand out to me the most – the love that we have for our region, and the pride that we share in being able to contribute to the community in which we live.

Therefore, it gives me great pleasure to introduce our new Operational Plan. This document contains the key actions that we will undertake during the next 12 months to ensure that we are on track to achieve our five-year Corporate Plan outcomes, and to deliver on council's Purpose and Vision.

Our purpose as a council is to create opportunity to thrive. This encompasses all staff, our community, our businesses and investors, and all people

who have occasion to visit our beautiful region. It represents the simple, but powerful notion, that the Mackay region is a place where everyone can achieve whatever it is they want to in this life. Our most fundamental reason for being is to help create the foundations for this.

Our vision builds on this idea and sets us the goal of becoming Australia's best region for liveability and livelihood. This is a long-term goal and one that we will keep moving towards during the span of current and future Corporate and Operational Plans.

For this Operational Plan, each of the five pillars of our Corporate Plan are represented. They include the outward-facing pillars of:

- Live and Visit
- Invest and Work
- Community and Environment

And the internal-facing pillars of:

- Financial Strength
- Operational Excellence

The Operational Plan also includes a range of short-term key performance indicators, which indicate how we will measure success, and these span across council. We will publicly report on the outcomes we achieve, and I look forward to keeping you informed as we deliver on this plan.

Angela Hays
Acting CEO



Figure 1: Mackay Regional Council Corporate Plan 2022-2027 Pillars

The Operational Plan 2022-2023 outlines how we will progress implementation of our Corporate Plan 2022-2027 during the financial year.

Our Corporate Plan 2022-2027 sets our strategic direction over the five-year period with five pillars (shown in Figure 1), supported by a range of strategies.

The Operational Plan details programs, projects and services that we will deliver in 2022-2023 to achieve our vision. Each action has a lead council program and an evaluation measure that we will use to monitor and report on our performance.

Preparation of an operational plan is a requirement under s.174(1) *Local Government Regulation 2012*. An annual operational plan for a local government must be consistent with its annual budget, include an annual performance plan for each commercial business unit, state how the local government will manage operational risks and how it will progress implementation of the five-year corporate plan during the period of the annual operational plan.

Our Operational Plan 2022-2023 is consistent with our Budget 2022-2023 which allocates funding for projects, programs and services that will be delivered during the financial year.

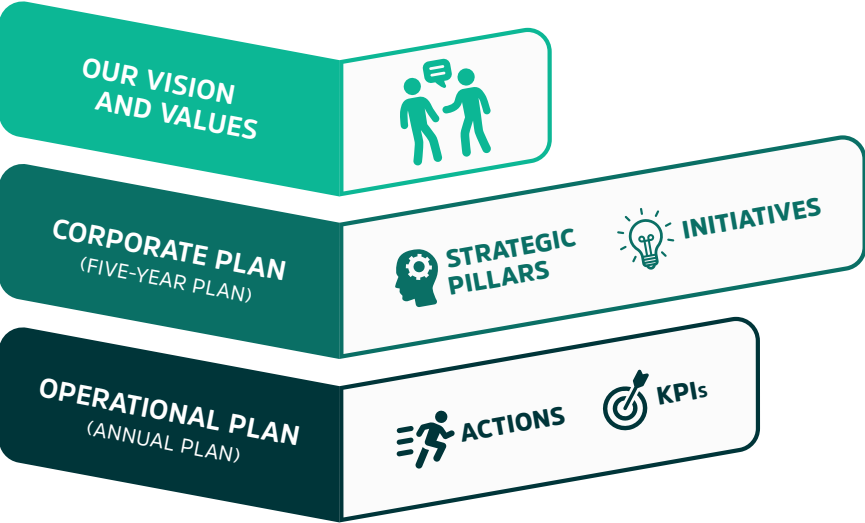
CORPORATE PERFORMANCE, PLANNING AND REPORTING FRAMEWORK

Our Corporate Performance, Planning and Reporting Framework (Figure 2) cascades from our five-year Corporate Plan.

Each council directorate has a Directorate Plan aligned to the Organisational Strategy and then each program within each directorate has goals and Key Performance Indicators (KPIs) aligned to Directorate Priorities that will deliver on the strategic pillars of the Corporate Plan. Directorate Plans have a one-year, three-year and five-year outlook, whilst Program Plans have goals and KPIs have a one-year outlook.

The content of this Operational Plan is drawn from the goals and KPIs of each Program Plan.

Figure 2: Corporate Performance Planning and Reporting Framework





We will review our progress in completing the actions contained in the Operational Plan 2022-2023, on a quarterly basis. The outcome of this review will be documented in a quarterly Operational Plan report, which will include a status report on each action.

The *Local Government Regulation 2012* requires that the Operational Plan states how the local government will manage operational risk.

Mackay Regional Council acknowledges the importance of risk management as it ensures identified risks in achieving corporate objectives are known and appropriately managed. Council's approach to risk management is based on the Australian/New Zealand Standard ISO 31000:2018 Risk Management – Principles and Guidelines.

Our Enterprise Risk Management Framework guides the identification, assessment and management of risk across the organisation.

This reporting meets the requirements of s.174(3) *Local Government Regulation 2012*, which requires that a written assessment of progress towards implementing the operational plan is presented at a council meeting held at regular intervals of not more than three months.

We undertake an annual risk assessment activity, where strategic and operational risks are formally reviewed and assessed, and control actions are reviewed and risk treatments identified.

This activity is informed by extensive consultation across each Directorate involving Directors, Program Managers and subject matter experts.

We review and report on implementation of risk treatments against strategic and operational risks on a quarterly basis. A strategic risk and operational risk report is presented to our Executive Leadership Team (ELT) and the Audit Committee and made available organisation wide.

MONITORING AND
REVIEWING
RISK
MANAGEMENT

OUR CORPORATE
STRUCTURE



Figure 3: Mackay Regional Council corporate structure

Mackay Regional Council’s structure includes directorates through which it delivers its programs, projects and services. Each council directorate includes programs which are responsible for delivering actions in the annual operational plan.



The annual Operational Plan for a local government must include an annual performance plan for each commercial business unit (in accordance with s.175(1)(c) *Local Government Regulation 2012*).

We have two commercial business units, Waste Services and Water Services. Each has a five-year performance plan, which satisfies the legislative requirements for an annual performance plan.

The Waste Services and Water Services Performance Plans for 2023-2028 are published on our website at: www.mackay.qld.gov.au or are available by contacting us on 1300 MACKAY (622 529).

We update the performance plans for our commercial business annually and they are adopted by council at its Special Budget Meeting.

Organisational Priorities	Key Performance Indicators
Our People, Our Culture – Enabling our organisation to work together and be accountable in delivering on our shared purpose through empowerment and capability building.	<ul style="list-style-type: none">- Staff engagement score greater than 55%.- Improvement on the Lost Time Injury (LTI) Frequency Rate.- Improvement on the Total Recordable Injury Frequency Rate (TRIFR).
Our Customer, Our Community – Understand the needs of customers and community to drive improved experience, awareness, responsiveness and ensure consistency in our messaging, decision making and priorities.	<ul style="list-style-type: none">- 90% of customer satisfaction surveys meet or exceed corporate standards.
Our Service Delivery – Delivering value through more streamlined and integrated service delivery seeking to continually improve and drive community outcomes.	<ul style="list-style-type: none">- Expenditure of Operational budgets are managed to within +/- 5%.- 95% of all Operational Plan targets are met.

COMMERCIAL
BUSINESS UNITS

SHARED KEY PERFORMANCE
INDICATORS

HOW TO
READ THIS PLAN

The body of this operational plan is set out so that each of the goals and KPIs can be easily identified against:

- The pillars and sub-pillars of the Corporate Plan
- Organisational priorities identified in the Organisational Strategy
- Directorate priorities identified in the Directorate Plans

Representation of this as per Figure 4 below.

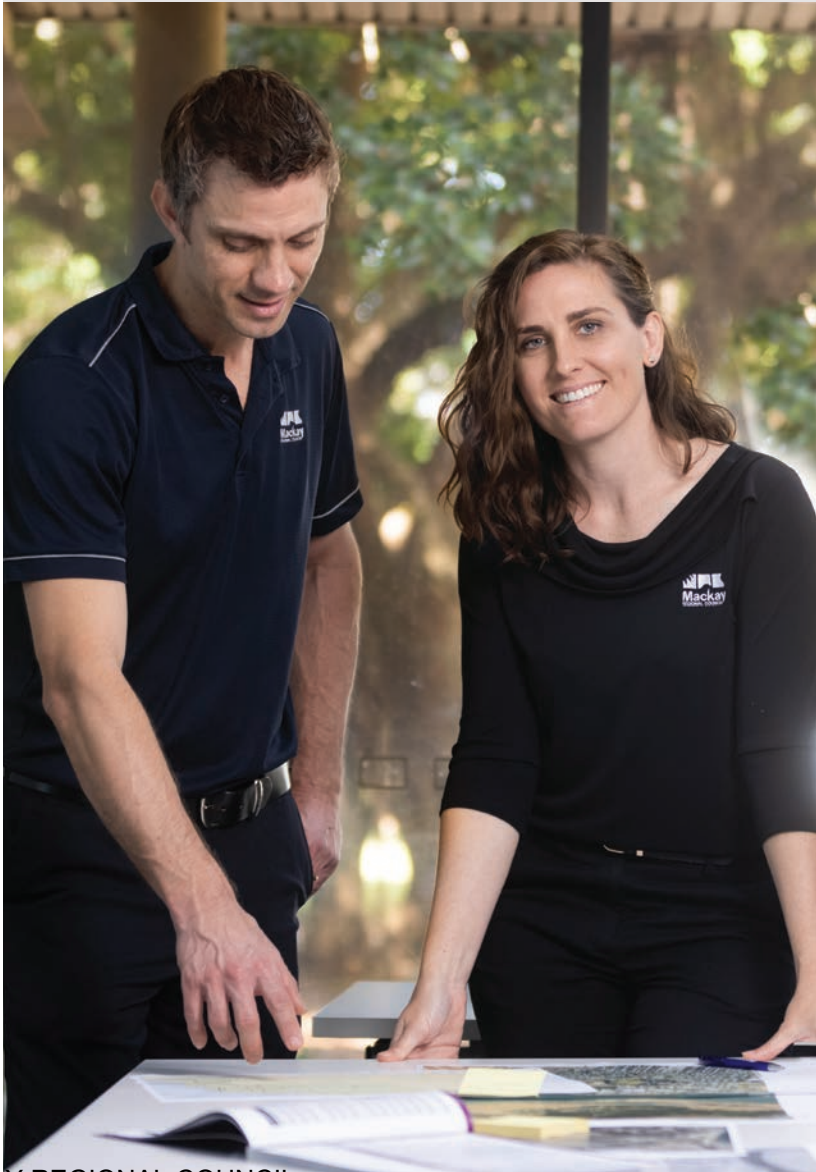
Plan Acronyms (these are all directorates of council)

CCS: Community Client Services
CW: Capital Works
DS: Development Services
ECI: Engineering and Commercial Infrastructure
OS & OMCEO: Organisational Services and Office of the Mayor and CEO

CORPORATE PLAN PILLAR



Figure 4: How to read this plan



INVEST AND WORK

We will attract investment, create educational opportunities, develop partnerships that drive growth and increase connectivity and digital access in the region.

- Diversified economy
- Industries, jobs and growth
- Region of choice
- Skills, training and education
- Technologically advanced region

Ref.	Organisational Priorities	Directorate Plan Priorities	Goal	Key Performance Indicators	Responsibility
OP 01	Our Customer, Our Community	OS & OMCEO Financial Strength	Matching of council projects with appropriate funding opportunities	\$30M of external funding received	Executive Office
OP 02	Our Customer, Our Community	DS Region of Choice Delivered with Genuine Partnerships	Deliver identified actions in the Economic Development Strategy 2020-2025	Deliver four funded projects from the Economic Development Strategy 2020-2025	Economic Development and Tourism
OP 03	Our Customer, Our Community	DS Region of Choice Delivered with Genuine Partnerships	Educate business community on Mackay City and Waterfront (MC&W) progress and opportunities through periodic partnership briefings	Undertake two public business briefings with key partners (e.g. Chamber of Commerce, Mackay Tourism)	Mackay City and Waterfront
OP 04	Our Service Delivery	CCS Community Identity	Venue of choice for major events	Attract two major events.	MECC and Events
OP 05	Our Service Delivery	CCS Community Identity	Build and launch new Invest Mackay website	Invest Mackay website is live and active	Corporate Communications and Marketing
OP 06	Our Customer, Our Community	CCS Community Identity	Build on and deliver a Discover Mackay marketing campaign	Deliver a successful and creative Discover Mackay campaign with success measures reported	Corporate Communications and Marketing
OP 07	Our Customer, Our Community	OS & OMCEO Customer Focus	Explore options to reach a larger business audience, in particular smaller businesses and First Nations businesses	Develop a small business and First Nations business engagement plan	Procurement and Plant

LIVE AND VISIT

Council is committed to improving the lifestyle of Mackay region residents by delivering infrastructure, services, travel options and accessibility improvements. We will advocate for greater access to public transport and increase the number of walkable and cyclable neighbourhoods, creating an inclusive region for people of all ages, abilities and backgrounds.

- Live, visit and play
- Eco-tourism adventure and leisure
- Enhance liveability
- Places and spaces
- Community participation and active lifestyles

Ref.	Organisational Priorities	Directorate Plan Priorities	Goal	Key Performance Indicators	Responsibility
OP 08	Our Customer, Our Community	CCS Working Together	Plan for 2032 Olympics legacy outcomes	Host four Mayor's 2032 Olympics Taskforce meetings	Community Lifestyle
OP 09	Our Customer, Our Community	DS Come, Stay, Play	Develop the Pioneer Valley Mountain Bike Trail destination marketing and brand guide	Deliver completed Pioneer Valley Mountain Bike Trail destination marketing and brand guide	Economic Development and Tourism
OP 10	Our Customer, Our Community	DS Come, Stay, Play	Implement the Invest Mackay Events and Conference Attraction Program	Deliver funding and support for 25 events and five conferences with an economic output of \$20M	Economic Development and Tourism
OP 11	Our Customer, Our Community	DS Places and Spaces	Establish the city centre as a key precinct within the Mackay Waterfront, not a competing precinct	Issue bimonthly MC&W community updates via newsletter and active social media engagement	Mackay City and Waterfront
OP 12	Our Customer, Our Community	DS Places and Spaces	Implement Place Plan activations and initiatives	One placemaking activation implemented per quarter	Mackay City and Waterfront
OP 13	Our Customer, Our Community	CCS Community Growth	Development of local stage product	Introduce the home grown Harvest Program (performing arts product)	MECC and Events
OP 14	Our Customer, Our Community	CCS Community Growth	Increased patronage at MECC and Stadium	MECC annual target 68,250. Stadium annual target 10,000	MECC and Events
OP 15	Our Customer, Our Community	Strategic and Sustainable Infrastructure Planning	Establish regional Transport and Drainage Working Group	Working Group established	Transport, Drainage and Infrastructure Planning
OP 16	Our Customer, Our Community	DS Places and Spaces	Implement priority actions from the Mackay Region Integrated Transport Strategy for the Northern Beaches and incorporate Movement and Place principles to the Planning Scheme Policy	Northern Beaches Area Transport Plan and Road Network model completed	Strategic Planning

COMMUNITY AND ENVIRONMENT

We are committed to creating a safe, connected and resilient community, with a focus on protecting and enhancing the Mackay region's natural environment.

- Safe, healthy and engaged region
- Arts, culture and heritage
- Sustainable practices
- Integrated social services
- First Nations people

Ref.	Organisational Priorities	Directorate Plan Priorities	Goal	Key Performance Indicators	Responsibility
OP 17	Our Customer, Our Community	CCS Community Identity	Develop Mackay Region Heritage roadmap	Develop Heritage roadmap for all existing Museum sites	Community Lifestyle
OP 18	Our Customer, Our Community	CCS Safety and Wellbeing	Promote disaster preparedness through community education to build empowerment, knowledge and resilience	Deliver disaster awareness and preparedness education program	Emergency Management
OP 19	Our Customer, Our Community	CCS Safety and Wellbeing	Established partnerships across the Local Disaster Management Group ensure a collaborative multi-agency response to disaster activations	Develop and manage one internal disaster management exercise	Emergency Management
OP 20	Our Customer, Our Community	CCS Safety and Wellbeing	To encourage more food businesses to opt into EatSafe Mackay	35% of food businesses have opted into EatSafe Mackay	Health and Regulatory
OP 21	Our Customer, Our Community	CCS Community Growth	Grow MECC Youth Ambassador Program	Increase Youth Ambassadors by 10%	MECC and Events
OP 22	Our Customer, Our Community	ECI Strategic and Sustainable Infrastructure Planning	Waste Management and Resource Recovery Strategy developed	The Waste Management and Resource Recovery Strategy adopted	Waste Services
OP 23	Our Customer, Our Community	DS Sustainable Planning and Decision Making	Develop strategies and plans to manage, preserve, and enhance the Mackay region's Natural Areas	Local Coastal Plans – Review Framework and develop/review one local coastal plan	Parks and Environment

Ref.	Organisational Priorities	Directorate Plan Priorities	Goal	Key Performance Indicators	Responsibility
OP 24	Our Customer, Our Community	DS Sustainable Planning and Decision Making	Develop strategies and plans to manage, preserve, and enhance the Mackay region's Natural Areas	Commence the development of a Shoreline Erosion Management Plan (SEMP). Target 50% complete	Parks and Environment
OP 25	Our Customer, Our Community	ECI Strategic and Sustainable Infrastructure Planning	Update and develop Water and Sewerage Strategic Plan	Water and Sewerage Strategy Scheme Plans adopted	Water and Sewerage Infrastructure Planning
OP 26	Our Customer, Our Community	ECI Regional Focus	Regional Waste Plan developed	Regional Waste Plan adopted	Waste Services
OP 27	Our Customer, Our Community	DS Sustainable Planning and Decision Making	Progress flood and coastal hazard policy, studies, plans and guidelines	Commence the development of the Coastal Hazard Adaptation Study	Strategic Planning
OP 28	Our Customer, Our Community	DS Sustainable Planning and Decision Making	Progress implementation of the Environmental Sustainability Strategy	Completed Energy and Carbon Management Plan	Strategic Planning
OP 29	Our Customer, Our Community	CCS Community Growth	Implement priority actions from Community Development Roadmap	Implement Community Development Roadmap year one activities	Community Lifestyle
OP 30	Our Customer, Our Community	CCS Working Together	Volunteering opportunities available in Animal Management Centre	Opportunities for volunteers at Animal Management Centre	Health and Regulatory



FINANCIAL STRENGTH

We will maintain the financial sustainability of council through good governance and efficient financial management practices. Council is committed to ensuring transparency and education to the community around the provision of council services and facilities.

- Affordable living
- Ethical decision-making and good governance
- Resilient and agile economy
- Optimised asset management
- Planned capital forecasting

Ref.	Organisational Priorities	Directorate Plan Priorities	Goal	Key Performance Indicators	Responsibility
OP 31	Our Service Delivery	ECI Optimised Asset Management	Updated Strategic Asset Management Plan (SAMP) and review and update of Asset Management Plans (AMP)	Approval of updated SAMP and updated AMP	Asset Management
OP 32	Our Service Delivery	OS & OMCEO Financial Strength	Three-year fleet capital budget with a connected AMP	Implement revised Fleet Capital Plan with a connected AMP	Procurement and Plant
OP 33	Our Service Delivery	CW Effective Delivery	Deliver and track progress of capital works program each month	90% delivery of capital works against budget	Capital Works

OPERATIONAL EXCELLENCE

We are a community-focussed, values-led council, underpinned by robust decision making, strategic leadership and being responsive to the needs of the community.

- Customer/community focus
- Our people and culture
- Process and systems

Ref.	Organisational Priorities	Directorate Plan Priorities	Goal	Key Performance Indicators	Responsibility
OP 34	Our Customer, Our Community	OS & OMCEO Effective Governance and Frameworks	Implement the recommendations from the external review of council's Enterprise Risk Management (ERM) Framework	ERM Framework finalised and communicated	Executive Office
OP 35	Our Service Delivery	DS Region of Choice Delivered with Genuine Partnerships	To prescribe contemporary reasonable and relevant development approval conditions	Review and implement standard conditions package	Development Planning and Engineering
OP 36	Our Service Delivery	OS & OMCEO Effective Governance and Frameworks	Review insured items against risk assessment for possible cost savings	Insured items reviewed where appropriate against agreed risk assessment tool	Executive Office
OP 37	Our Service Delivery	OS & OMCEO Effective Governance and Frameworks	Improve maturity of cyber security protection	Further improve our cyber security maturity to nationally recognised standards	Information Services
OP 38	Our Service Delivery	OS & OMCEO Effective Governance and Frameworks	Establish Information Communication Technology (ICT) Strategy and supporting governance practice, with in place governance board	Adoption of the ICT Strategy and formation of governance board	Information Services

Ref.	Organisational Priorities	Directorate Plan Priorities	Goal	Key Performance Indicators	Responsibility
OP 39	Our People, Our Culture	OS & OMCEO Employer of Choice	Recommendations rising from the 'HR Services Review' are communicated and implemented	Implement recommendations from 'HR Services Review' within timeframe identified in review	People and Culture
OP 40	Our Service Delivery	OS & OMCEO Customer Focus	Improve accessibility and functionality of online services	Increased proportion of community that access online services	Shared Services
OP 41	Our Service Delivery	OS & OMCEO Customer Focus	Improved accessibility and functionality of online services	Scope and understand customer requirements to inform channel migration strategy by June 2023	Shared Services
OP 42	Our Service Delivery	CW Processes	Commence Implementation Project for the Capital review, including Enterprise Project Management Framework actions	75% of agreed actions commenced	Capital Works
OP 43	Our People, Our Culture	OS & OMCEO Employer of Choice	Develop strategic plan for staff accommodation	Strategic plan for staff accommodation developed with recommendations	Property Services
OP 44	Our People, Our Culture	OS & OMCEO Employer of Choice	Develop an attraction and retention plan	Attraction and retention plan developed by March 31, 2023	People and Culture



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11.2. CAPITAL WORKS

11.2.1. CAPITAL WORKS MONTHLY REVIEW REPORT - MAY 2022

Author	Director Capital Works (Jim Carless)
Responsible Officer	Director Capital Works (Jim Carless)
File Reference	Departmental Monthly Review Reports
Attachments	1. Capital Works Monthly Review Report - May 2022 [11.2.1.1 - 33 pages]

Purpose

To provide Council with the Capital Works Monthly Review Report for the month of May 2022.

Related Parties

Nil.

Officer's Recommendation

THAT the Capital Works Monthly Review Report for the month of May 2022 be received.

The Director for Capital Works Jim Carless, provided an overview and highlights of the Capital Works Monthly Review Report for May 2022. The Director referred to the Capital Project Status graph and noted that although the graph indicated a jump in the number of projects, this is not the case as some projects have had to be reopened to allow the allocation of backpay following the recent Enterprise Bargaining Agreement.

Cr Bonaventura referred to the Capital Projects Expenditure 2021/2022 table noting the 61.8% spend of approved budget for the Design Program and queried what works this involves, and whether the spend being only 61.8% will have an impact on future work.

The Director advised that he would need to check the work that makes up the 61.8% and circulate this to Councillors but noted that some design and construct projects are included in that percentage so it is a bit of a misrepresentation and also, some designs go across multiple years. The Director noted that while the percentage rate is not where Council would like it to be, there has been a great deal of work done with some \$4.6 million spent year to date in design services and it is probable that the percentage is more likely to be between 70% and 80% for the year.

Cr Bonaventura queried if there would be an impact on future projects.

The Director advised that it was possible that some projects would have to be reshuffled.

Cr Seymour noted that Stage 2 of the Creek and Lorne Roads works is nearly complete and queried when Stage 3 will commence, and if it will impact the cane carting.

The Director advised that the plan was to commence Stage 3 as soon as Stage 2 is completed but understands negotiations are underway with Mackay Sugar. The Director will take the question on notice and provide a response.

Council Resolution ORD-2022-136

THAT the Capital Works Monthly Review Report for the month of May 2022 be received.

Moved Cr Bella

Seconded Cr Townsend

Cr Bella noted that the report reflects the problems Council is facing in obtaining raw materials and asked the public to be patient. Cr Bella highlighted several items from the report including the work on water lines, playground equipment and the installation of CCTV and referred to the Overview page of the report, noting that it was a great way for the general public to see what work is being undertaken by Council in this area.

Cr Bonaventura referred to the Richmond Glenella Road roads and advised that he had driven on the completed asphalt section this morning and was very smooth and looked so much better.

Cr Townsend highlighted several items from the report including the Pioneer River North Bank Shared Path, Animal Management Facility, Mirani Community Precinct and Riverside Revitalisation project. Cr Townsend highlighted the work of the Portfolio Management Office who are working with the Australian Institute of Management (AIM) to develop a training plan to provide Certificate IV in Project Management Training to the Capital Works team, and encouraged members of the team to take advantage of this opportunity.

CARRIED



Capital Works Monthly Review

May 2022



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OVERVIEW

This report is for Capital Works Department activities during the month of May 2022. Significant items in this period include:

- No lost time injuries.

The YTD capital project spend is \$83.9M which is approximately \$1.7M below the YTD forecast of \$85.6M (approximately 98%).

- Projects where construction was completed* includes:
 - ✓ McEwen's Beach - new beach shower installation
 - ✓ Dome Tenancy 13 & 14 - water damage (internal walls/ceiling)
 - ✓ Range Rd, Sarina - water main renewal, Mt Blarney Rd to Leslie
 - ✓ Senior Citizens – security system upgrade
 - ✓ Mt Griffith to Mt Haden, McCreadys Creek - water main renewal
 - ✓ Marian Water Treatment Plant - SCADA upgrade, water
 - ✓ 1052 Stockroute Rd, Greenmount - house demolition
 - ✓ Sonic Tomography Machine
 - ✓ BBQ Renewals
 - ✓ Mt Basset Sewer Pump Station renewals
 - ✓ Milton St, Paget - pavement rehabilitation, Farrellys Rd to Gateway Dr
 - ✓ Minor play equipment - general replacement
- Projects where construction is in progress includes:
 - Sarina Library Children's Play Space
 - Dalrymple St, East Mackay - culvert replacement
 - Heating, ventilations, and air conditioning (HVAC) system - Wellington Street office
 - Koumala Water Treatment Plant - new ground level water storage tanks and pump station
 - Boundary Road, East Paget - intersection reconfiguration, Jack Connor Drive intersection
 - Shelter roof replacements & preventative maintenance – various locations
 - Bloomsbury Bore and Disinfection Facility
 - Public amenities maintenance
 - Dianne St, Mt Pleasant - park play equipment replacement
 - Pioneer River North Bank - shared path stage 1
 - Bedford Road & Eaglemount Road - traffic signal controller upgrade
 - MECC - Fire system design and install
 - Boat Ramp Unspecified Works - extra lighting, CCTV etc
 - Mackay/Eungella Rd, Marian - shared path Stage 2
 - Mackay South Water Recycling Facility - air manifold renewal
 - Phillip St & North View Tce, Mount Pleasant - water main upgrade
 - Fence renewal 21/22 – various locations
 - Mirani Water Recycling Facility - H2S gas detector
 - Nebo Rd Water Treatment Plant - sludge transfer pump
 - Bold St, Walkerston – sewer rising main installation of new air valve
 - Sugarview Estate, Richmond - stage 7-5A & 3A
 - Recycled Water Scheme 3 - pump 4 variable speed drive upgrade
 - Finch Hatton new bore

* Note: construction means practical works were completed however project accounts remain open to close out financials and to manage defects and maintenance periods, and as constructed/handover documents.



Jim Carless
Director Capital Works

SAFETY

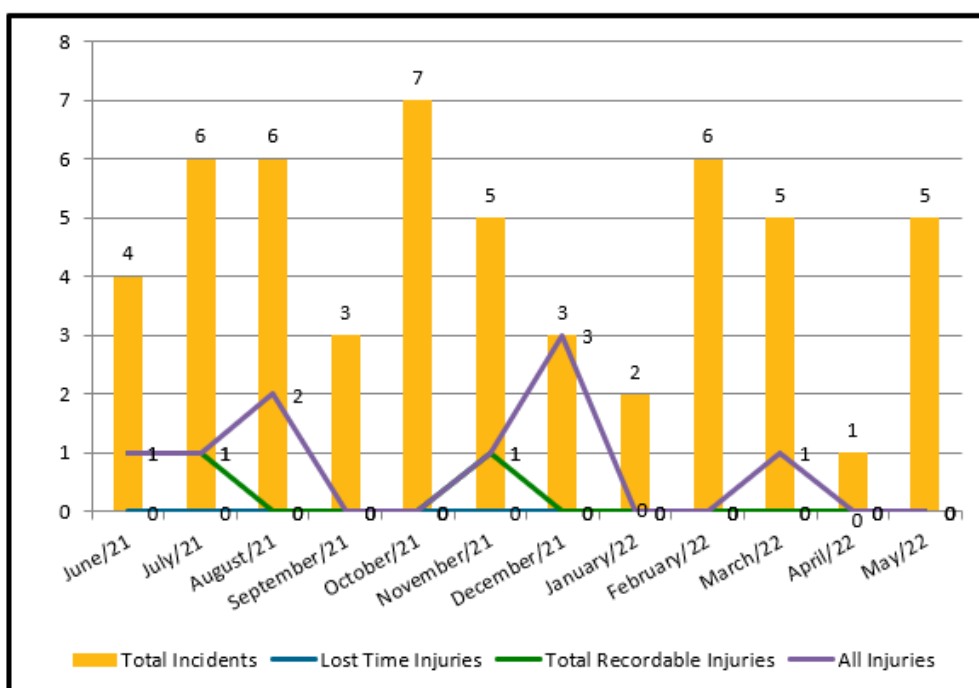
1.1. Summary

In May 2022:

- Twenty safety interactions were completed.
- Two site safety inspections were completed.
- 96% of monthly action plan activities were carried out.

Five incidents were reported in May, involving MRC employees, members of the public, or contractors.

1.2. Incidents and Injuries



The following asset damage incident involving an MRC employee was reported in May:

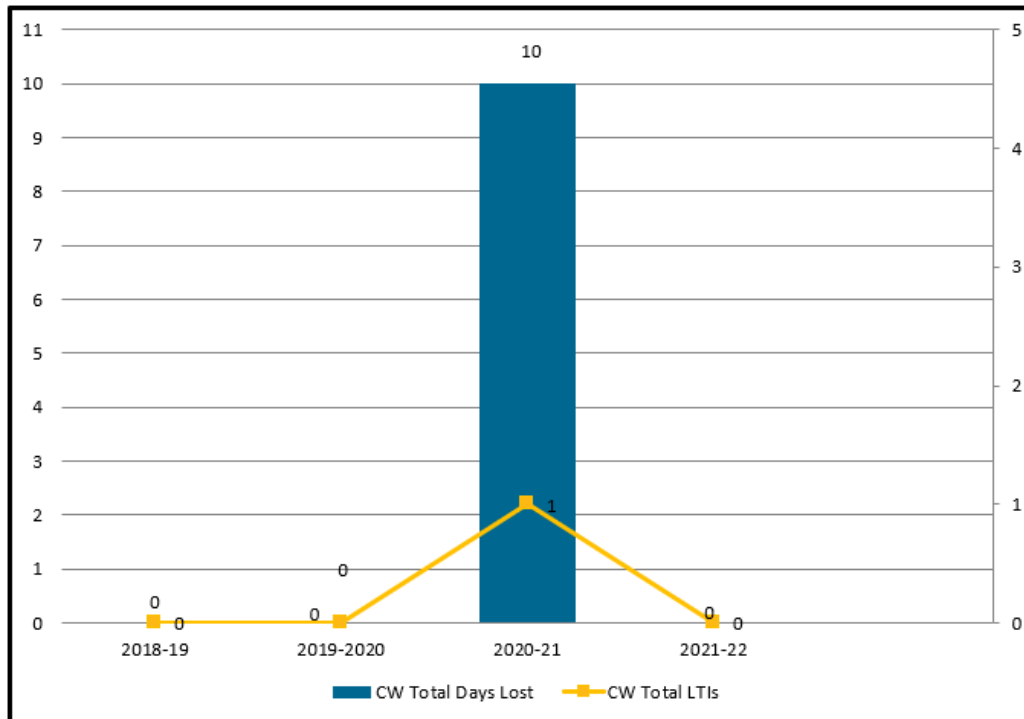
- While working on site, 12T roller has collided with a parked CC10 roller.

The following near miss incident involving an MRC employee was reported in May:

- Snake in bucket of machine reared up as employee was about to climb into cab.

The following incidents involving a contractor were reported in May:

- While using under bore machine, hit 150mm water main.
- Excavator came into contact with non-energised overhead powerline and dislodged it from the pole, hitting the ground beside the excavator.
- While removing spoil from trench with excavator, water main was damaged

1.3. Lost Time Injuries & Days Lost


Department	2018-19		2019-20		2020-21		2021-22	
	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
Major Projects					1	10		
Portfolio Management Office								
Field Services								
Contract Services								
Design Services								
Capital Works Total	0	0	0	0	1	10	0	0

For the 2021-22 year, there have been no lost time injuries recorded.

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)
Medical Treatment Injury (MTI)	
NTI	Non-Treatment Injury
FAI	First Aid Injury
MTI	Medical Treatment Injury
SDI	Suitable Duties Injury
LTI	Lost Time Injury

CAPITAL PROJECT UPDATES

2.1. Capital Summary Report

Following is the capital financial summary for the YTD delivery to end of May 2022.

The current approved 2021/22 amended budget is \$111.5M. This value now includes the carryover of incomplete projects from the prior financial year.

The YTD capital project spend is \$83.9M which is approximately \$1.7M below the YTD forecast of \$85.6M (approximately 98%). The top five projects underspent account for \$646K of this variance. Context and comments on each variance can be found on page 7 of this the report.

The project spend to the end of May is \$83.9M, approximately \$27.6M below the 21/22 Amended Budget of \$111.5M (75.3% delivered against 21/22 Amended Budget).

2.2. Financial Performance

The table below summarises the year to date financial summary for the 2021/22 Capital program at the end of May 2022.

Capital Projects Expenditure 2021/2022

May 2022

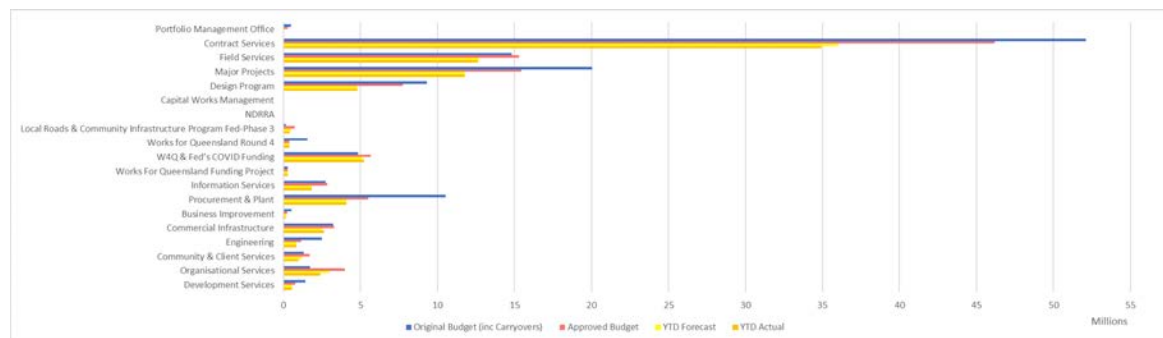
Department	Original Budget (inc Carryovers)	Approved Budget	Current Forecast	YTD Forecast	YTD Actual	% Spent of YTD Forecast	% Spent of Approved Budget
PLANT & EQUIPMENT PURCHASES							
Development Services	226,390	161,295	151,295	151,295	151,048	99.8%	93.6%
Organisational Services	14,975	79,345	99,801	64,201	64,288	100.1%	81.0%
Community & Client Services	965,801	939,676	815,071	785,547	640,263	81.5%	68.1%
Engineering	121,394	119,214	87,180	68,380	53,380	78.1%	44.8%
Commercial Infrastructure	431,999	271,845	329,348	261,902	177,452	67.8%	65.3%
Procurement & Plant	10,517,992	5,496,899	4,489,113	4,071,592	4,087,302	100.4%	74.4%
Information Services	2,737,371	2,851,856	2,844,793	1,846,306	1,819,569	98.6%	63.8%
Works For Queensland Funding Project	0	0	0	0	16	0.0%	0.0%
W4Q & Fed's COVID Funding	31,650	13,661	13,661	13,661	13,902	101.8%	101.8%
Design Program	373,753	282,345	215,150	192,017	206,070	107.3%	73.0%
Field Services	50,000	59,000	74,935	58,935	58,935	100.0%	99.9%
Contract Services	66,455	70,841	68,840	28,120	27,451	97.6%	38.7%
	15,537,779	10,345,976	9,189,186	7,541,955	7,299,673	96.8%	70.6%
CAPITAL PROJECTS (Excluding Plant & Equipment)							
Development Services	1,198,887	615,964	545,560	417,814	389,426	93.2%	63.2%
Organisational Services	1,851,405	4,631,228	4,371,446	3,369,375	2,753,803	81.7%	59.5%
Community & Client Services	366,921	751,985	543,996	398,761	327,382	82.1%	43.5%
Engineering	2,374,226	1,024,130	911,042	759,606	787,152	103.6%	76.9%
Commercial Infrastructure	2,792,311	3,008,207	3,048,720	2,222,593	2,470,410	111.1%	82.1%
Business Improvement	527,944	230,000	217,586	185,913	145,913	78.5%	63.4%
Works For Queensland Funding Project	293,094	278,562	278,562	278,562	281,538	101.1%	101.1%
W4Q & Fed's COVID Funding	4,809,336	5,667,490	5,553,688	5,102,713	5,202,090	101.9%	91.8%
Works for Queensland Round 4	1,550,000	394,500	394,500	369,693	364,435	98.6%	92.4%
Capital Works Management	0	0	0	0	12,345	0.0%	0.0%
Design Program	8,955,653	7,469,973	5,826,755	4,594,765	4,617,089	100.5%	61.8%
Major Projects	20,056,753	15,448,793	14,323,070	11,759,556	11,783,113	100.2%	76.3%
Field Services	14,768,115	15,226,435	14,469,792	12,659,830	12,562,847	99.2%	82.5%
Contract Services	52,047,268	46,114,467	41,353,466	35,979,366	34,919,647	97.1%	75.7%
Portfolio Management Office	500,000	290,724	345,724	0	4,364	0.0%	1.5%
	112,091,914	101,152,459	92,183,908	78,098,547	76,621,554	98.1%	75.7%
Total	\$ 127,629,693	\$ 111,498,435	\$ 101,373,093	\$ 85,640,502	\$ 83,921,626	98.0%	75.3%
Capital Expenditure	124,929,339	108,367,877	98,638,978	83,624,606	81,821,923	97.8%	75.5%
Operational Expenditure	2,700,354	3,130,559	2,734,115	2,015,896	2,099,703	104.2%	67.1%



Capital Works Monthly Review > May 2022

Capital Spend by Department for May 2022

The table below summarises the year to date financial summary for the 2021/22 Capital program at the end of May 2022.



Capital Expenditure Forecast 2021/2022

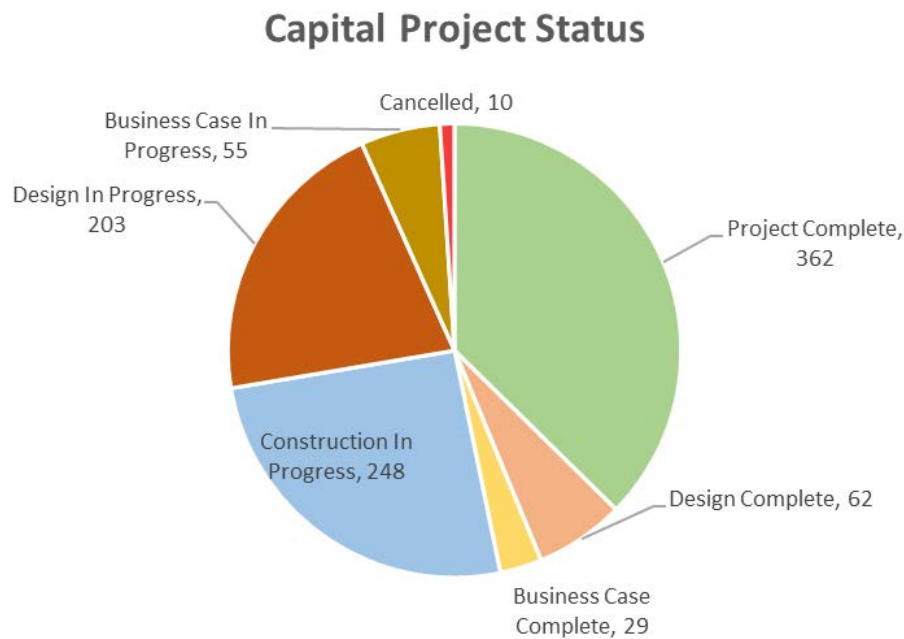
The top five variances (underspend) between actuals and forecast for the month of May 2022 are:

Project	Description	Comments	Variance	Forecast Spend Achieved (%)
10231	MECC Miscellaneous		(\$120,000)	0%
51699	Stormwater Relining FY21-22	Works are complete but defects rectifications and other requirements under the contract not yet met.	(\$110,857)	88%
63115	Koumala Water Supply Upgrades-WTP	Done the planned works but contractor not provided required information and documentation to meet contract requirements.	(\$147,605)	91%
90586	2 Casey Ave - All Abilities dist board roof awning renewal	Works 100% complete. Timing issue for invoice processing.	(\$148,345)	46%
90710	Paget Depot administration Structural work	Rain and material delays. Height safety equipment has been installed for over four weeks, however unable to work on roofs due to higher winds and rain events. Works since commenced on 20/5/22.	(\$120,000)	0%

2.3. Capital Projects Phases at End of May 2022

Currently tracking 969 capital projects in the 2021/22 year. The project count includes projects that have been reactivated due to the processing of the MRC back pay to employees,

The below graph shows the phases of capital projects at the end of May 2022.



2.4. Key Contracts Approved for May 2022

Contracts finalised and approved during May 2022 are valued at \$1,415,500.02

Below is a listing of the key contracts awarded during the same period.

Contract	Design / Construction	Amount Award (ex GST)	Contractor
MRC 2022-034 – 53992 Pioneer River North Bank Shared Path Stage 2	Construction	\$1,415,500.02	Fergus Builders Pty Ltd

PORTFOLIO MANAGEMENT OFFICE

3.1 Monthly Achievements

Works on the draft 2022-2023 Capital Works program has continued, with meetings held for Major Projects, Contract Services and Field Services to plan out delivery timeframes. Meetings with Asset Owners have commenced to further plan out the delivery of the proposed program, to ensure that all teams have a joint understanding of requirements to ensure timely delivery of the program.

Portfolio Management Office (PMO) have been working with the Australian Institute of Management (AIM) to develop a training plan to provide Certificate IV in Project Management Training to the Capital Works team. The initiative was a result of the Enterprise Project Management Framework Gap Analysis which recommended the development of staff knowledge and skills in Project Management. It was also highlighted in an Audit Action and the recent Capital Works Review, therefore will be closing out multiple action items.



PMO has called for expressions of interest for this training opportunity with nominations already received from eager staff. The training is intended to rollout in 2022-2023 with a second contingent to follow in 2023-2024.

DESIGN SERVICES

4.1 Design Summary Report

Design Services commenced and completed several notable design projects during this period.

The lead up to the completion of projects for the financial year has resulted in a high number of constructability meetings being undertaken. This final step in the detailed design process is the prelude to a busy deliverables program during June.

A number of project finalisation meetings also occurred during the month providing important feedback for designers on how the design deliverables aligned with the field works and community expectations. This is an important facet to ensure that there is continuous improvement in the plans, estimates and specifications deliverables ensuring a smooth flow of information relayed to project managers.

Designs Completed

- ✓ Boundary Road West reconstruction
- ✓ Shinn Street Water Main upgrade
- ✓ Brewers Road bank stabilisation
- ✓ Sarina Northern Drainage upgrade
- ✓ Woodlands Park drainage behind Broomdykes Drive houses
- ✓ Ooralea bio-retention basins

Notable Designs in Progress:

- Sarina Youth Centre Expansion
- Pioneer Valley Finch Hatton Mountain Bike Trail Head
- Stages 1, 2 & 3 of Marwood/Sunnyside Road shoulder widening (nine kilometres)
- Continuation of the stormwater and road design of the Phillip Street extension through to Norris Road.
- Design of four major culvert rehabilitation works to upgrade their bearing capacity throughout the region
- Design of Vine arbours and pathway within the Botanic Gardens
- Camilleri Park upgrade stage 3
- East Gordon St and Goldsmith St Watermain replacements
- Horse and Jockey Rd/ Lansdowne Rd upgrade
- Forbes Rd causeway upgrade
- Shoal Point reservoir upgrade
- Bassett St Sewerage Pump Station upgrade
- Hamilton St Sewerage Rising Main renewal
- Artspace facility upgrade
- Hamilton, Stevenson and Christensen St water main renewals

4.2 Survey Office Summary Report

Overview

The surveyors' big achievement in May was making a final push to deliver the remainder of the 11.3 km of water main survey between Bloomsbury and Midge Point. For the rest of the month, the team worked on finishing the last surveys for the 21/22 financial year and began working on the first surveys for the 22/23 capital program. The wet weather also resulted in the surveyors taking levels for drainage investigations.

Surveys were completed for:

- ✓ Carranya Rd, Habana, extra detail for culvert replacement
- ✓ Cemetery Rd, Sarina, Drainage Investigation
- ✓ Glenella Rd, Glenella, Pedestrian Crossing
- ✓ Hague St, East Mackay, Ecosol Trash Rack
- ✓ Lawson St, Mackay, Ecosol Trash Rack
- ✓ Midge Point Rd Water Main
- ✓ Pattinsons La, Bakers Creek, Kerb and Channel Renewal

- ✓ Rural Bikeway Bakers Creek, Temples La
- ✓ Swallow St, Slade Point, Drainage Investigation
- ✓ As Constructed Surveys for:
 - ✓ Daly St *Disability Discrimination Act 1992* (DDA) Improvements
 - ✓ Keim St, Rural View, Water Main Repairs
- ✓ Service Locations for:
 - ✓ Carlyle St, Mackay, Footpath Renewal
 - ✓ East Gordon St, Mackay, Water Main Renewal, Lawson St to Goldsmith St
 - ✓ Goldsmith St, Mackay, Water Main Renewal, East Gordon St to Shakespeare St
 - ✓ Paget St, West Mackay, Culvert Replacement at George Milton St



Figure 1: Surveying the Hague St drain for installation of a trash rack

4.3 Estimating and Specifications Summary Report

Overview

The Capital Works Estimating & Specifications (CWES) team completed a notable amount of specifications & estimate review in May. The unit rate build-up in Benchmark Estimating software is progressing further and have completed 90% of rate build-up for key transport infrastructure assets.

The CWES team have also completed reviews of the following estimates to identify any rates that are below current market conditions:

Estimates:

- 51831 – Valroy St Hay Point, Pedestrian Refuge, Carey St Intersection.
- 51837 – East Gordon St Footpath, Byron St to Chain St
- 51838 – Hucker St Threshold Treatment & Footpath
- 51840 – Wentford St Threshold Treatment & Footpath
- 51846 – Dennis St, South Mackay

- 50452 – Investigator St Andergrove, Drainage Installation
- 56305 – Hague Street, Ecosol trash Rack
- 53988 – Boundary Rd West, Reconstruction to Rural section, Cowleys Rd to Bernborough Ave
- 51818 – River St Mackay, Footpath Renewal
- 57254 – 102 Milton St, cluster Housing Footpath
- 57255 – 12 James St, Cluster Housing Footpath
- 57256 – Mansfield Drive, Andergrove, Cluster Housing Footpath
- 62090 – Shinn St North Mackay, Water Main upgrade
- 63423 – Hamilton St Water Main Renewal Program Canberra St to Grendon St

CONTRACT SERVICES

5.1 Koumala Water Quality Upgrade – Water Treatment Plant

Overview

This project comprises the design and construction of a new water treatment plant in Koumala located on Water Tower Road, Koumala. The proposed project works includes the direct treatment of raw water being softened with the use of an ion exchange softening process.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	External	Mid December 2020	October 2021 Revised Date Late June 2022	\$2,563,301	Works behind schedule. Now targeting late June 2022 completion. Contractor experiencing Covid-related impacts on resources and suppliers and is working with Council to resolve.

Funds have been obtained from 2019-21 Local Government Grants and Subsidies Program.

Recent Project Activities

- ✓ Civil works - complete
- ✓ Structural works – water pump station blockwork, roof and painting complete, roller door installed
- ✓ Mechanical works - epoxy coating complete, tank installation complete, off-site package plant container fit-out complete, package plant container shipped and installed on site, deliveries of equipment to site ongoing, agitator installation complete, Ixom chlorine dosing shed installation complete, chemical storage partition installed, other mechanical works such as shed installation, water pump station fit out ongoing
- ✓ Package plant external pipework, pumps and components - installation ongoing
- ✓ Electrical works – installation ongoing, electrical switchboard delivered to site and installed into container, mains power to switchboard connected by Ergon, testing of switchboard ongoing
- ✓ Communication works – HMI development complete, PLC and HMI testing ongoing, SCADA development complete, communication pole installed
- ✓ Preparation of commissioning process has commenced and is ongoing



Figure 2: Chemical storage tank structure



Figure 3: Inside view of package plant container



Figure 4: Ground storage tanks and water pump station building

5.2 Sydney Street Water Main Replacement between River Street and Shakespeare Street

Overview

This project includes the replacement of the DN200 PVC (Unlined) water main running along the eastern side of Sydney Street between the extents of River Street and Shakespeare Street.

The works will include open trenching within a barricaded area as well as horizontal directional drilling (HDD), under-boring installation, in highly trafficked sections of Sydney Street, Gordon Street and Alfred Street intersections. The works will be predominantly within the existing parking lane and road shoulder.

Construction works will include new connections to business and house services, connections to existing reticulation infrastructure, supply and installation of new valves and hydrants, decommissioning of the existing water main, road restoration and rehabilitation works to all disturbed work areas including footpaths and grassed areas to pre-existing condition.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	External	Early September 2021	February 2022 Revised Date Mid-June 2022	\$3,881,616	Wet weather and service clashes impacting works progress, currently completion expected mid-June 2022.

Recent Project Activities

- ✓ Stage 1 works complete from Shakespeare Street end through to Alfred St
- ✓ Stage 2 works complete between Alfred St and Gordon St this including the under bore of Gordon Street
- ✓ Stage 4 works complete from Gordon St to Victoria St
- ✓ Stage 6 works complete Victoria St to River St
- ✓ Stage 5 works complete Victoria St/Sydney St crossing

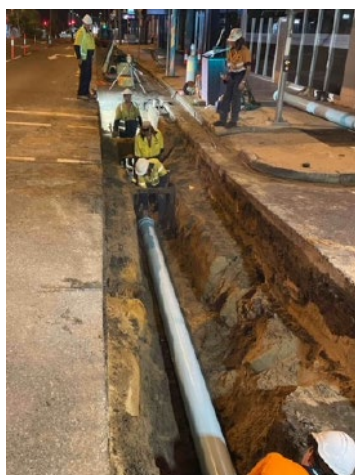


Figure 5: Victoria St Crossing

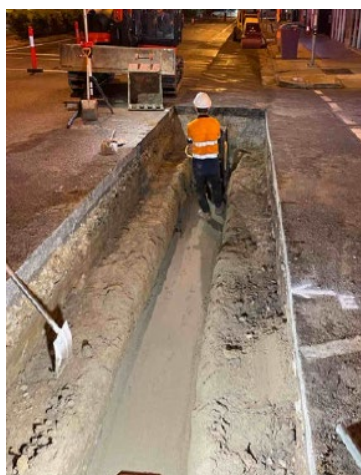


Figure 6: Victoria St Crossing



Figure 7: 2 x New 375mm Valves installed

5.3 Pioneer River North Bank Shared Path Stage 1

Overview

This project is the first stage of the Pioneer River North Bank Shared Path project which will link major residential areas, commercial precincts, parks/recreational areas, principal activity centres, Hospitals and the CBD and is staged to be constructed over a number of years. This first stage comprises delivering 0.5km of 3m wide (nominal) concrete shared path, 0.39km of boardwalk and various size connecting paths along the eastern and western sides of the Bruce Highway from the Sams Road intersection South to the Ron Camm Bridge, via a bridge underpass. Council was successful in obtaining 50% funding of the project estimated cost through the Cycle Network Local Government Grants Program 2019-2020.

The figure below shows the approximate location of works under this stage.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	External	Early August 2021	March 2022 Revised Date June 2022	\$2,997,510	Works have been significantly hampered by wet weather. Works have resumed with the forecast of completion end of June 2022

Recent Project Activities

- ✓ Boardwalk sections under Ron Camm Bridge substantially complete (balustrade sections ongoing)
- ✓ Installation of footings for raised footpath in front of Northpoint retail.
- ✓ Turfing of areas underway
- ✓ Preparation for drain liner installation and composite boardwalk works



Figure 8: Footing installation



Figure 9: Balustrade installation

5.4 Warland Street Drain Reconstruction Stage 1, 2 & 3

Overview

This project comprises reconstruction of the existing open channel trunk drain in South Mackay. The extent of the open drain runs in two sections Paradise Street to Warland Street and Warland Street to Milton Street running west to east within a freehold allotment behind residential properties. Approximate length in total is 530m.

Warland Street Drain has significant adjacent development since the drain was originally constructed causing increased flow in the open channel. There has been significant public complaints due to flood overtopping potential, bank erosion and slip circle failure. In addition, the drain has been difficult to maintain due to poor access and vegetation growth. Silting during minor events largely reduces the cross-sectional depth of the drain and erosion of banks on major events has raised safety concerns from the residents of adjoining properties.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	External	Late July 2021	December 2021 Revised Date Late July 2022	\$2,968,795	Recent wet weather has impacted progress on stage 3 and finishing up stage 2. Stage 3 works are underway and approx. 60% complete

Recent Project Activities

- ✓ Stage 2 concrete base/batters and rat walls complete.
- ✓ Headwalls and wingwalls all installed in Stage 2. Ramps, fencing and landscaping remaining
- ✓ Stage 3 concrete base, batters and rat walls all underway approx. 60% complete



Figure 10: Stage 3 Batter and rat wall



Figure 11: Stage 3 Concrete base

MAJOR PROJECTS

6.1 Animal Management Centre

Overview

The Animal Management Centre (AMC) is in construction phase, the new facility will cater for the growing needs of the Mackay Animal Management Services. The scope of works includes the construction of a new administration building and two new kennel buildings.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	External	<u>STAGE 1</u> December 2020	<u>STAGE 1</u> July 2021	\$3.39M	Project delays due to COVID19 impacts on resources and wet weather.
			Actual December 2021		Performance of contractor lacking ability to delivery to program.
		<u>STAGE 2</u> July 2021	<u>STAGE 2</u> November 2021		Project is within budget.
			Revised Date July 2022		

Recent Project Activities

Stage 1 of the project is now complete and is now operational for Council's Health & Regulatory Services staff and the public.

The Contractor has completed the installation of structural steel, roof sheeting, and commenced internal and external wall framing for the new purpose-built enforcement kennel and cattery building (Stage 2).

Upcoming planned works includes:

- Completion of landscaping in Stage 1
- Commencement of wall cladding
- Commencement of internal wall framing and services
- Installation of walls, doors, windows and flooring
- Services rough-in

The outcomes of the project will include increased capacity to house cats and dogs, increased wellbeing for the animal's housed and an increase in safety and risk reduction for both animals and staff.

The Health & Regulatory Services staff will continue to provide their current level of service during the entire construction process.



Figure 12: Roof and internal/external wall frames being installed.

6.2 Northern Beaches Community Hub

Overview

The Northern Beaches Community Hub is a large multi-staged project that will ultimately provide a community facility for all of Mackay's resident's, visitors and businesses and is situated within the Northern Beaches area.

The project is currently broken into the following stages:

- Stage 1A, Multi-sports covered area including some pavement, services and landscaping components
- Stage 1B, Community Hub – Main Building consisting of the library, activity room and program rooms.
- Infrastructure including earthworks and stormwater construction
- Construction of J4 Road including intersections of Eimeo Road and Rosewood Drive.

The tender for the detailed design for Stages 1A & 1B of the Community Hub was released on 21.05.2022 with a closing date of 21.06.2022. The detailed design for Stage 1A is expected to be completed by the end of November 2022.

Drainage and earthworks design is continuing. Following completion of the design, Council will be able to proceed with the tender phase, with earthworks construction commencing shortly thereafter.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Multi-sports covered area (Stage 1A)	Detailed Design	June 2022	November 2022	\$10.75M (\$6.5M funded)	Tender released for Detailed Design
Community Hub – Main Building (Stage 1B)	Detailed Design	June 2022	December 2022	\$37.25M	
Infrastructure Works (Earth Works)	Detailed Design	Detailed Design commencement February 2022	Design Completion June 2022	\$4.5M	The preliminary drainage & stormwater design has been completed. Flood modelling has commenced with completion expected May 2022, detailed design can then be finalised.
J4 Road and Intersections	Detailed Design	Design commencement February 2022	Design Completion June 2022	Included in Earthworks above, Detailed estimate yet to be completed.	The preliminary J4 design has been completed. Flood modelling has commenced with completion expected May 2022, detailed design can then be finalised.

Recent Project Activities

- ✓ Building Concept adopted by council 8th December 2021.
- ✓ Negotiations with Federal Governments undertaken regarding funding works.
- ✓ Stormwater, Traffic including pedestrian, Earthworks and Road design all in progress.
- ✓ Tender for Detailed Design of Stages 1A and 1B released.
- ✓ Stakeholder engagement continuing.
- ✓ Flood modelling under design.



Figure 13: Artist Impression of Northern Beaches Community Hub

6.3 Mirani Community Precinct

Overview

Mirani is located on the Pioneer River and has historically been the most significant town of the Pioneer Valley in the hinterland west of Mackay city. Mirani is the location of the former Mirani Shire Council and contains the primary community infrastructure, services, and facilities for the region.

The Mirani 'main street' creates a strong sense of identity with its very generous width, central median park aligned with mango trees, the railway line track, dated station building and other landscape features. This is a unique central icon of the town; its value will be strengthened in parallel with tourism and community identity initiatives. The enhancement of the community and cultural facilities within the community precinct has great potential for the Pioneer Valley community. This upgrade will contribute to a stronger sense of place and identity for locals and visitors alike. The precinct will include a new library, a modern museum, administrative and customer services as well as a number of spaces for use by community groups.

Enhancing the relationship between the external spaces and the library and museum is of particular importance and will add to expanding the activities that each service can provide, greatly encourage interaction, and improve the visibility and appeal within the community. The landscape solution ties the community precinct to the adjacent land and improves its presence on Mackay-Eungella Road to the Mirani shops.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Detailed Design of Precinct	External	April 2021	December 2021	Project Estimate at \$8M	Detailed design 100% completed.
Detailed Design of Road and Parkland	External	December 2021	August 2022	\$170K (Design only)	Design continuing. Road and Park frontage including caravan dump point relocation in progress.

Recent Project Activities

- ✓ Detailed Design of Precinct 100%
- ✓ Electrical & mechanical design at 80% aligns with consultant design brief
- ✓ Scope change, scaled back design of Road and Park frontage to allow masterplan park planning in future
- ✓ Detailed Design of Road and Park frontage continuing
- ✓ Contaminated Land register errors being resolved



Figure 14: Concept image of new Mirani Library

6.4 Seaforth Esplanade

Overview

The Seaforth Esplanade Master Plan sets a vision for the continued development of the Seaforth Esplanade and identifies the community's priorities for delivering additional recreational infrastructure aimed at increasing the liveability of Seaforth and attracting visitors to the Hibiscus Coast.

Project Deliverables will include:

- Children's playground.
- Waterplay feature to replace the aged wading pool.
- New public amenities with change room facilities and external beach showers.
- Accessible adult change facility.
- Extension of the existing car park.
- Replacement of the existing picnic /BBQ facilities (shelters and furniture).
- New fencing and/or bollards to control unauthorised vehicle access to the Recreational Hub.
- Expansion of the path network

Works for Queensland announced funding to the value of \$2.2M in conjunction with council's contribution of \$1.9M bring the total estimated project costs to \$4.1M.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Detailed Design	External	April 2021	July 2021 Revised Date Dec 2021 Revised Date April 2022	\$4.1M	Scope change adding additional stages delayed design. Delay in consultant completing detail design and meeting MRC requirements. Design has now been completed.
Construction	External	May 2022 Revised Date July / August 2022	December 2022 Revised Date March 2023		Tender documents have been released on QTenders. Construction to commence July / August 2022

Recent Project Activities

- ✓ Stakeholder engagement
- ✓ Detailed Design completed
- ✓ Tender documentation advertised to the public on QTenders
- ✓ Construction commencement due for late July / August 2022.



Figure 15: Overview of Seaforth Esplanade design



Figure 16: New waterplay area

6.5 Riverside Revitalisation

Overview

The Mackay Waterfront Priority Development Area was declared on 25 May 2018 to kick start a visionary project that will improve the tourism aesthetic, liveability and economic activity in Mackay's CBD and wider region.

The Mackay Waterfront Revitalisation project is being developed in three stages:

- Riverside Link
- Riverside Pontoon
- 8 River Street Improvements

The projects aim to enhance the public realm along the riverfront and allow the Mackay community to access and enjoy the amenity provided by the Pioneer River.

Project Deliverables include:

- Roadworks to convert the two-way section of River Street into a one-way street (west bound)
- General minor earthworks to support the roadworks
- Shared footpaths and surface treatments
- Significant landscaping improvements (numerous trees & other plantings, seating, irrigation)
- Bespoke pavilion shelters and furniture
- Public toilet facilities
- Bank stabilisation works (tidal works) along the rock wall opposite Burns Street
- Road lighting, feature lighting and other electrical works
- New water & sewer infrastructure works as required to service the area
- Refurbishment of 8 River Street
- New pontoon to encourage tourism and recreation activities

This project has received \$4.1M in funding from the Australian Government, Building Better Regions Fund.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Riverside Link	Construction (External)	March 2022	Late 2022	\$7.3M	Constructions works underway, Focus has been on the installation of inground service,
Riverside Pontoon	Design (External)	Design commenced			Design underway.
8 River Street Improvement	Design & Construction	Investigations commenced			Design review, investigations & stakeholder engagement ongoing.

Recent Project Activiites

- ✓ Riverside Link
 - Works are progressing with inground works substantially complete in the service road with the installation of sewer mains complete, electrical inground services progressing from the fish markets to the 8 River Street Building.

- Structural works have commenced with the installation of footings to all the structures in progress with concrete works commencing to the main structure in the coming weeks, structural steel components are in manufacture for integration into the structure.
- Ergon upgrade works have progressed with the removal of redundant services inground works proceeding
- ✓ **Riverside Pontoon**
 - Functional brief is being developed to enable a design and construct methodology to be adopted
- ✓ **8 River Street Improvements**
 - Structural remediation design works are progressing with a methodology to be adopted in the coming weeks which will allow the works to be tendered.
 - Concept designs tenders are out to market to enable the development of the refurbished external façade



Figure 17: Services Installation



Figure 18: Backfill works on site

6.6 Woodlands District Park

Overview

The Woodlands District Park project is being undertaken to address a critical shortage of district-level parks in the region. The park will cater to the recreational needs of residents living in the adjoining suburbs of Andergrove & Beaconsfield.

The 21-hectare Woodlands District Park will be created by the amalgamation of several existing parks including Broomdykes Drive Park, Schnappers Court Park, Woodlands Reserve, Domino Crescent Park and Council owned allotments.

In accordance with the Masterplan, the works to be included in the park have been broken into four stages. The first stage will include widening the drainage channel, new pathway connectivity, installation of BBQs and picnic settings, provision of amenities, lighting and landscaping improvements. Also, to be included is an accessible adult change facility (AACF) and an all-abilities playground.

This project has received \$2M funding from the State Government's Works for Queensland (W4Q) funding.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Detailed Design of Stormwater, pathway and amenities	Internal / External	Commenced	January 2022 Revised Date May 2022	\$2M	Detailed design nearing completion.
Design of the All abilities Playground and Adult Accessible Change Facility	External	July 2022	December 2022	\$1.5M	Consultants being sought to undertake this design.

Recent Project Activities

- ✓ Civil Design progressing
- ✓ Landscape design underway
- ✓ Playground design, procurement in progress
- ✓ Lighting design completed
- ✓ Compilation of tender documentation for initial construction works underway

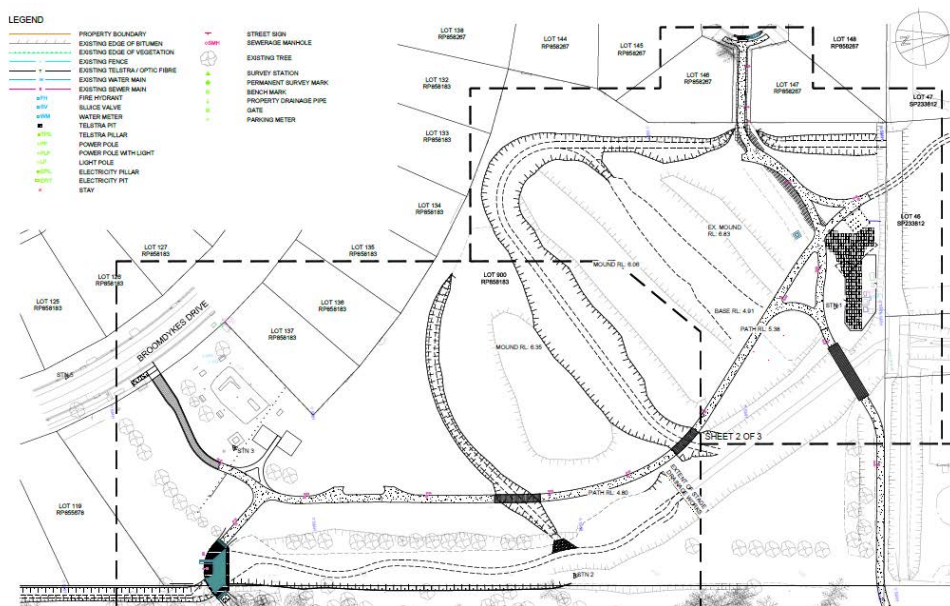


Figure 19: General Arrangement Plan for Stage 1, Phase 1 works

6.7 Pioneer Valley Mountain Bike Trails

Overview

The Pioneer Valley Mountain Bike Trail Project is currently in design phase with many components of the project currently in progress.

Finch Hatton Trailhead

Detailed design of the trailhead was completed April 2022. Development Assessment approval is underway for the trailhead site and associated Council owned freehold land.

Ground Truthing of Trails and Cultural Heritage Investigations

Ground truthing of trails commenced in December 2021. To date approx. 21km have been ground truthed. World Trail completed the ground truthing of trails for Stage 1 of the project in April 2022. Stage 1 incorporates trails on Council owned freehold land as well as on adjoining land that Council is in negotiations with the neighbouring landowner. World Trail will continue with ground truthing of the remaining proposed trail network (approx. 80km worth) in the coming months.

Australian Heritage Specialists (AHS) and Yuwi have completed cultural heritage investigation field work on the current ground truthed trail alignments within Stage 1. As ground truthing of trails continue into Stage 2, as will the cultural heritage investigations.

Council aims to complete the construction of the Finch Hatton trailhead and Stage 1 trails by end of 2023.

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Ground truthing activities (underway)	External	December 2021	August 2022	\$200,000	World Trail conducting ground truthing of trail alignments, over a number of visits. AHS and Yuwi then completing cultural heritage survey.



Figure 23: World Trail conducting ground truthing

6.8 Milton Archibald Intersection Upgrade

Overview

The construction of a single lane roundabout at the intersection of Milton Street and Archibald Street has commenced. The scope of works will include the construction of the roundabout and associated works including the relocation of telecommunication and electrical services, watermain relocation and the installation of new trunk drainage infrastructure.

The contractor, Bellwether Contractors, commenced onsite in mid-June 2021. The project has been impacted by issues around supply of materials, supply of labour including impacts from Covid, unsuitable subgrade material and inclement weather.

Care has been taken to ensure the neighbouring properties and the community are informed of the works and associated traffic impacts.

The project is expected to be completed in July 2022, however recent inclement weather may impact on this completion date.

This project is funded 50% by The Department of Transport and Main Roads, Transport Infrastructure Development Scheme (TIDS).

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	External	June 2021	December 2021 Revised Date July 2022	\$3.8M	Construction continuing with pavement construction in Archibald St underway.



Figures 24 & 25: Works in progress

FIELD SERVICES

7.1 Creek & Lorne Road Stage 2

Overview

All road networks suffer pavement surface deterioration from traffic and environmental impact. Shoulder Widening are designed to improve road safety and longevity, surface correction and pavement strengthening. This treatment type has an expected treatment life of 20 years and will extend the life of the pavement by addressing minor pavements defects and providing a new waterproofing membrane. Stage 1 of this project focused on widening of a narrow bend and was completed in 20/21. Stage 2 incorporates the eastern end of the road, from Walkerston Homebush Rd to the culvert crossing (approx. 600m).

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	Internal	Late Feb 2021	Late June 2022	\$1,500,000	Weather has delayed works again in early May. Pavement works likely to be completed mid to late June now.

Recent Project Activities

- ✓ Subgrade replacement and stabilisation delayed by weather though now complete
- ✓ Subbase construction is underway
- ✓ Cane rail siding and property access construction commenced



Figure 29: Looking west from Walkerston Homebush Road



Figure 30: Subbase gravel spreading is underway

7.2 Seagull Street Boat Ramp

Overview

This project is joint funded by Department of Transport and Main Roads (DTMR) and MRC. The project involves the construction of a new boat ramp in McCreedys Creek, off Seagull Street, Slade Point and new parking facilities on both sides of Seagull Street. The boat ramp is comprised of precast concrete planks for the lower portion and in situ concrete to be poured towards the top. The northern carpark has 6 boat and trailer parks including 2 derigging locations, the southern carpark has 9 car and trailer parks and 4 car parks including a disabled carpark.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	Internal & Contractors	Early August 2021	Practical Completion July 2022	\$2,300,000	Delays in engaging local contractors for Concrete K&C works and bitumen sealing. Weather delays as well as internal and external resource issues have continued to delay progress.

Recent Project Activities

- ✓ Southern carpark has concrete kerb in place and rock placement behind kerb completed
- ✓ Kerb and channel also completed around northern carpark
- ✓ MRC staff working on pavement rectification of the northern car park.
- ✓ Fencing contractor waiting on material suppliers for handrail on ramp stairs.
- ✓ Earthworks commenced around northern carpark for turfing
- ✓ Remaining minor concrete works (footpath, spoon drains, shower slab, bin slab etc) commencing.
- ✓ Locations designated for replacement trees within existing park area.
- ✓ Tree within northern island identified as needing to be removed – to be replaced with alternate species



Figure 30: Southern carpark

11.3. COMMUNITY AND CLIENT SERVICES

11.3.1. COMMUNITY & CLIENT SERVICES MONTHLY REVIEW MAY 2022

Author	A/Director Community & Client Services (Stephen Bourke)
Responsible Officer	A/Director Community & Client Services (Stephen Bourke)
File Reference	DMRR

Attachments 1. CCS MONTHLY REVIEW MAY 2022 [11.3.1.1 - 50 pages]

Purpose

Attached is a copy of the Community and Client Services Monthly Review for the month of May 2022.

Related Parties

N/A

Corporate Plan Linkage

This links to various corporate objectives and strategies within the corporate plan.

Officer's Recommendation

THAT the Community and Client Services Monthly Review for May 2022 be received.

The Acting Chief Executive Officer Angela Hays, in the absence of the Acting Director of Community and Client Services, presented an overview and highlights of the Community and Client Services Monthly Review Report for May 2022.

Cr Mann queried if conflicts of interest could be included when reporting on the awarding of community grants and RADF funding.

The A/CEO advised that this information could be included.

Cr Mann queried if it was possible to include information in the report about alternative items loaned through the libraries.

The A/CEO advised that she would investigate if this is possible.

Cr Bella referred to the Illegal Dumping and Littering section of the report and in particular the Waste Cleaned By - 2021/22 pie graph, and queried if it was possible to obtain a breakdown on the 10.42% of waste which is listed as not being removed to understand why it is not removed and if it will be removed in the future.

The A/CEO advised that she would take the question on notice.

Cr Bonaventura noted that he believed some of that percentage of material raised by Cr Bella related to material such as tree branches, which break down over time. Cr Bonaventura referred to the Star Rating Summary and queried if the businesses rated as 3 Star encompasses all businesses or just those that are on the program.

The A/CEO advised that all businesses who are registered as food providers are automatically registered to the program although some choose not to display their rating.

Cr Townsend expressed concern that staff in libraries continue to be exposed to incidents which impact on their wellbeing and queried how the staff are now and are there any other measures Council can take to protect their safety.

The A/CEO advised that staff safety in the libraries is an ongoing concern and is monitored closely, noting that there had unfortunately been a couple of incidents in a close period of time which had impacted the same staff member. The A/CEO advised that there are options of offering the staff member the opportunity to work in alternate work places, there is a security guard on site and Council continues to work very closely with the library team.

Cr Bella queried if Council looks at demographics or other issues that trigger this behaviour in these individuals and if so, if these have been found to be pertinent.

The A/CEO advised that there does not seem to be a consistent pattern, with the perpetrators coming from all walks of life, all ages and all ethnicities however, it does appear that some may be effected by substance or mental health problems.

Cr Bella agreed that these were definitely exacerbating factors.

Cr Jones queried if the more serious matters were referred to the Police.

The A/CEO confirmed that they were.

Council Resolution ORD-2022-137

THAT the Community and Client Services Monthly Review for May 2022 be received.

Moved Cr Jones

Seconded Cr Mann

Cr Jones highlighted the many community engagement opportunities which were available to members of the public and encouraged residents to have their say, noting in particular the water mains projects, Riverside Revitalisation Project, Pioneer Valley Mountain bike trails and the activities in Mirani, Woodlands Estate, Andergrove and Seaforth.

Cr Green referred to the recently held 2032 Olympic Planning Summit where sporting club representatives came together to hear guest speakers discuss their roadmaps toward the 2032 Olympics, noting that Mark Stockwell, Brisbane 2032 Olympics Organising Committee Representative, addressed the meeting as did representatives of other organisations, including herself, Cr Hassan and Cr Englert, in relation to current projects and development opportunities.

Cr Mann highlighted several items from the report including the highly successful Mayor's Charity Ball fundraiser, the wide variety of projects supported during the recent assessment of the RADF Round 3 applications which includes a Craft Hands Holiday Workshop by the Valley Spinners and Crafts, and the very busy month at the Mackay Entertainment and Convention Centre, which included a number of conferences and performances such as Shrek, by the Mackay Musical Comedy Players.

Cr Bella referred to pest management, noting that it was great to see continued spraying and surveying of weeds and the baiting programs for wild dogs and feral pigs. Cr Bella noted that feral pigs pose a huge biosecurity risk and do a massive amount of damage to the environment and wild dogs, as well as taking residential pets, cause economic loss to the value of sheep, cattle and goats when they attack them.

Cr Townsend referred to the almost \$189,000 approved under round 3 of the Community Grants Program, noting that it was fantastic that Council is able to provide this financial assistance to so many community

groups and advised that the Keep Warm Project, which started with teaching Library members how to knit, has now evolved into a project to assist vulnerable people keep warm by the knitting of beanies, scarves and blanket squares. Cr Townsend congratulated the staff who assisted at the recent Resource Industry Network event at the MECC.

Cr Bonaventura highlighted the very successful Volunteer Expo where genuine interest from the public in volunteering was shown and the community grants provided by Council to Kucom Theatre Inc for the installation of retractable seating and to the Koumala Community Hall Committee Inc for kitchen upgrades, noting that the Region is lucky to have these small groups who provide so much benefit to the community. Cr Bonaventura, as Chair of the North Queensland Sports Foundation, advised that the Foundation was proud to be a part of *Move It* program which delivers subsidised physical activities in rural locations, noting that the results in the Dows Creek, Finch Hatton and Sarina areas were great.

Cr May noted that the month of May was Domestic and Family Violence month and was proud to be a part of a Council which supports this cause. Cr May noted the installation of two new red benches and advised that she had participated in the bystander information morning at Bluewater Quay, the Mayor's Domestic Violence Taskforce, the Family Fun Day at the Showgrounds and the Candle Lighting Ceremony in Sarina. Cr May highlight that Mackay Regional Council was one of the leaders in supporting and raising awareness of domestic and family violence.

CARRIED



Community and Client Services Monthly Review 1-31 May 2022



Community and Client Services

Monthly Review

May 2022



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1. Highlights of the Month

Highlights from the Community and Client Services directorate during May include:

- The Mayor's Charity Ball attracted another record crowd, with almost 450 attendees. Funds raised were also record-breaking and will split 50/50 by HeartKids Mackay and Ronald McDonald Charities.
- Our Corporate Communications and Marketing team built new websites for the Sarina Sugar Shed and Mackay Waterfront, completely in-house, improving the user experience and saving council around \$60,000 in the process.
- Artspace Mackay received a significant donation (over 70 items) by collection priority artist Glen Skien during the month, which is currently being documented and processed by our curatorial staff.
- Council was named the state recipient of the Workplace Award for Queensland at the Suicide Prevention Australia LiFE Awards 2022. To date, Community Programs officers have facilitated SafeTALK training for over 400 council staff.
- 60 representatives from sporting clubs across the region came together at a summit to hear guest speakers discuss their roadmaps and to workshop ideas in preparation for the 2032 Olympics.
- The annual Party in the Park celebration was held on the Civic Precinct lawns on May 31, attracting more than 1000 attendees and 30 information and activity stalls.
- The biggest Mackay Festival of Arts program ever has been released and offers a glimpse into an amazing array of arts and entertainment.
- The MECC team successfully delivered NRL Round 9 Sydney Roosters vs Gold Coast Titans, with over 4000 footy fans attending.
- 99% of food businesses have achieved an Eat Safe rating of 3 stars or better.
- One of our Pest Management team worked with a landholder who had feral pigs digging up their lawn in the Alligator Creek area, successfully trapping 15 pigs over a 2-week period.



Stephen Bourke
A/Director Community & Client Services.

2. Workplace Health & Safety

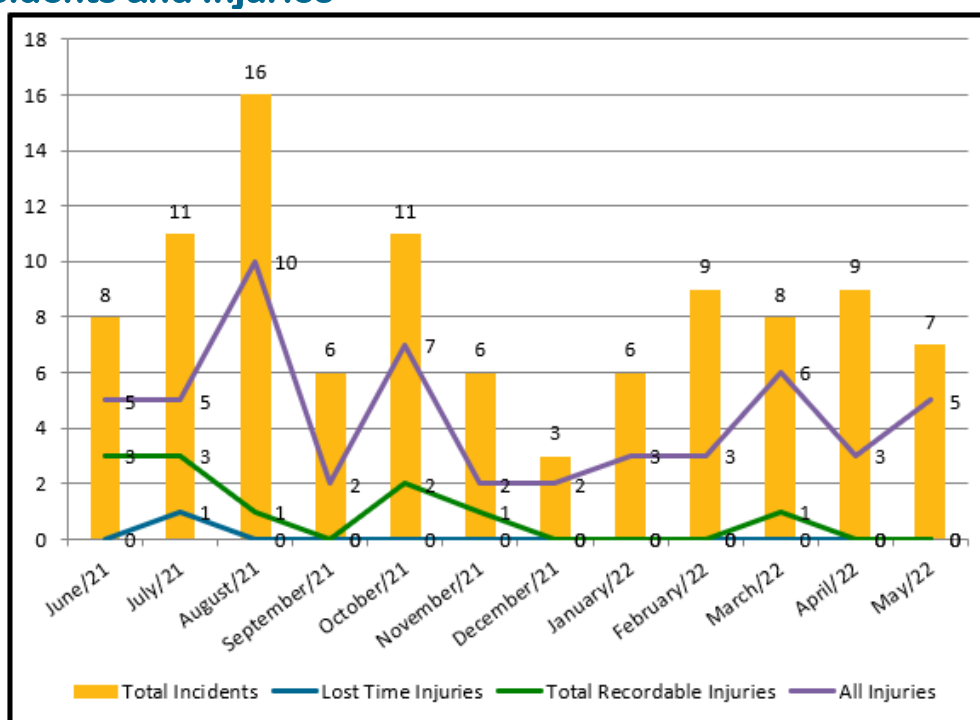
Summary

In May 2022:

- Ten safety interactions were undertaken.
- Eight site safety inspections were undertaken.
- 95% of monthly action plans activities were carried out.

Seven incidents were reported in May, involving MRC employees, members of the public, or contractors.

Incidents and Injuries



The following injuries to MRC employees were reported in May:

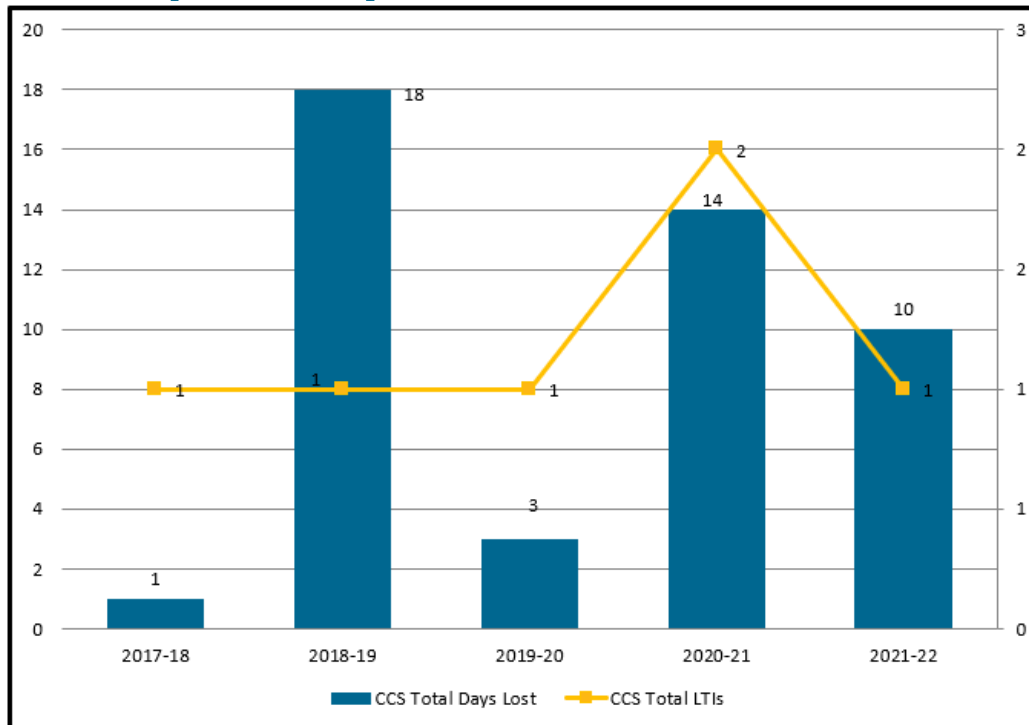
- NTI – Staff member left impacted after providing medical attention to a NSM suffering a medical episode.
- NTI – NSM was abusive towards staff.
- NTI – Two mechanists moving fly bars side by side during show, opposite weight cradle has struck hand.
- NTI – Employee carrying plates to tables for food service when they tripped over the legs of a man kneeling next to the table.
- NTI – Threat from customer whilst taking phone call.

The following incidents involving a volunteer or member of the public were reported in May:

- Mother, baby, and child entered through doorway, as door closed behind mother, child's hand was caught in closing door.
- A large rock came off passing vehicle, cracking windscreen.

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

Lost Time Injuries & Days Lost



Department	2017-18		2018-19		2019-20		2020-21		2020-21	
	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
Corporate Communications										
Community Lifestyle					1	3	1	13		
MECC & Events			1	18			1	1		
Emergency Management										
Health & Regulatory Services	1	1							1	10
Community & Client Services	1	1	1	18	1	3	2	14	1	10

For the 2021-22-year, one lost time injury has been recorded:

1. In July, a person suffered a finger laceration after coming into contact with the blades of a sand spreader. Following minor surgery, ten days were lost whilst the person recovered.

Glossary

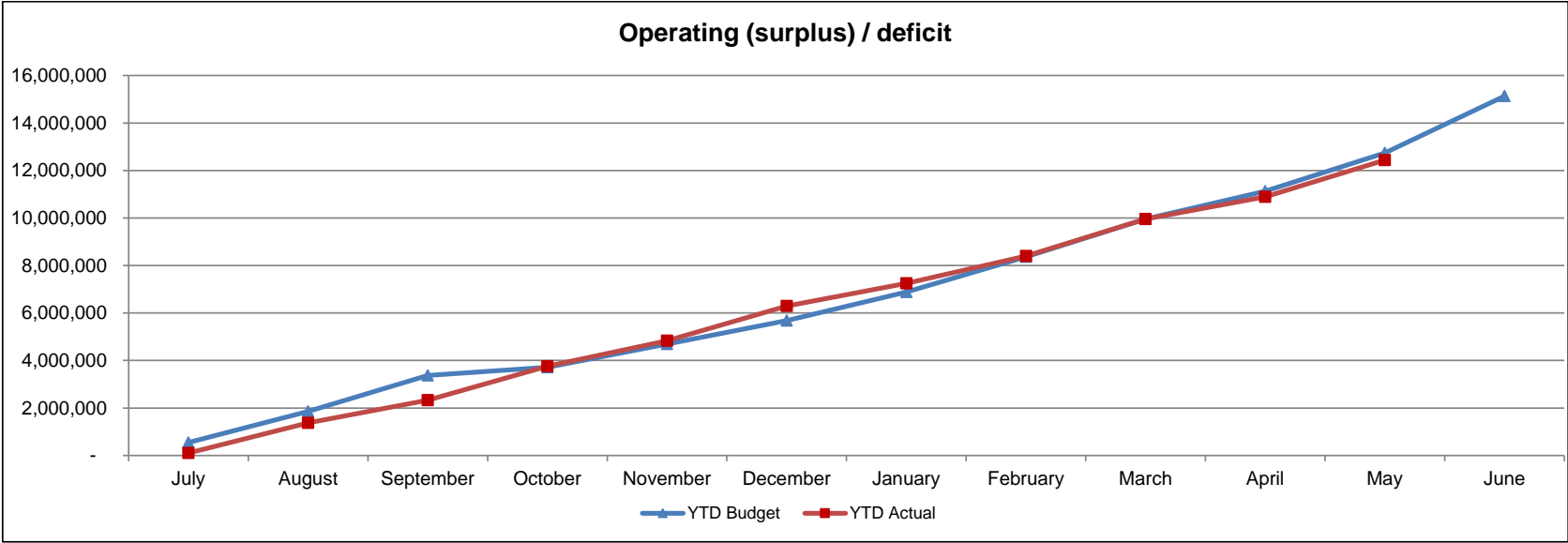
Incident	Any unplanned event resulting in or having a potential for injury or ill health.
Lost Time Injury (LTI)	Incidents that resulted in a fatality, permanent disability or time lost from work of one day / part of a day or more
Total Recordable Injuries (TRI)	Incidents that result in a Lost Time Injury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

3. Financial Performance - May 2022

Financial Performance Report		Community & Client Services			% YTD Variance of YTD Budget	
Period Covered: 1 July 2021 to 31 May 2022						
	Revised Budget	YTD Budget	Actual	YTD Variance	Comments	
4.01 - Community & Client Services Management	363,318	317,049	347,440	30,392	Timing of staff leave.	
4.03 - Community Lifestyle	7,902,589	6,913,528	6,926,683	13,156	On track.	
4.04 - MECC & Events	2,450,478	1,966,188	1,945,033	(21,154)	Op ex on track. Unfinished capital projects from Property Services were incorrectly allocated to MECC. This is being corrected.	
4.05 - Corporate Communication & Marketing	1,694,481	1,480,671	1,487,546	6,874	On track.	
4.07 - Health & Regulatory Services	2,720,915	2,063,751	1,732,364	(331,386)	Increased income from 2022/23 licences and registrations received.	
Operating (surplus) / deficit	15,131,781	12,741,186	12,439,067	(302,119)		



Community and Client Services Monthly Review 1-31 May 2022



4. Community Lifestyle

4.1 Community Programs

Number of Community Enquiries: Community Building - 484
 Lifelong Learning - 42
 Civic Participation - 15

Number of Emergency Relief Assistance Packages provided – 34

Sarina Neighbourhood Centre utilisation – 13 services visited weekly, servicing 142 clients


Occasions of JP Services provided to community - 9


Number of external bookings in Jubilee Community Centre for the month – 72

Total Jubilee Community Centre usage (internal/external) – 352

Andergrove Community Hall: Regular Bookings - 40
 Casual Bookings - 6

Community Development


Activity	Comments
Suicide Prevention Award	<p>Council was named the state recipient of the Workplace Award for Queensland at the Suicide Prevention Australia LiFE Awards 2022. Community Programs officers have facilitated the SafeTALK training of over 400 council staff since sessions commenced in 2017. Council's commitment to staff wellbeing in supporting these in-house trainings was recognised by Suicide Prevention Australia at their award ceremony on Wednesday, 11 May.</p> 
2032 Olympic Planning Summit	<p>60 representatives from sporting clubs across the region came together to hear guest speakers discuss their roadmaps in preparation for the 2032 Olympics. Of those speakers, Mark Stockwell, Brisbane 2032 Olympics Organising Committee Representative, spoke of the opportunities that Mackay could capitalise on in order to attract training camps to the region. Also discussed were development pathways for athletes and how we can retain them in our region as they prepare for representation.</p>

Domestic and Family Violence Prevention Month activities	<p>May is Domestic and Family Violence Prevention Month. Community Programs have supported several prevention and recognition activities throughout the month:</p> <ul style="list-style-type: none"> Two more red benches were launched, one at Caneland Central and one at the Civic Precinct. The Caneland Central red bench is in partnership with Lendlease and is currently located outside Woolworths. On Tuesday, 16 May Community Programs staff supported a Bystander Information morning at the Blue Water Quay. On Friday, 27 May the Mayor's DV Taskforce was convened with updates from Mackay Women's Services and Community Programs on the red bench project and a new media campaign. The Taskforce, along with SLT and ELT also received a presentation from two members of the Domestic and Family Violence Prevention Council. The Sarina Candle Lighting Ceremony took place at Anzac Park on Friday, 27 May. The ceremony brings community together to remember those lives that have been lost due to Domestic and Family Violence. On Saturday, 28 May Community Programs staff supported the Mackay Women's Services 'Mackay Says No' Family Fun Day at the Showgrounds. <p>Domestic and family violence remains a social issue in our community and primary prevention activities remain a key priority for Community Programs and council.</p> 
Colours Community Leadership Workshop	<p>On Tuesday, 17 May, Community Programs hosted a Colours Community Leadership Workshop for leaders in community organisations who have demonstrated commitment to personal development. The workshop aimed to provide participants with individual insights into their personal preferences and support their understanding of other preferences to improve communication, team work and conflict resolution in their organisations. 17 people from 25 community organisations attended. Overwhelmingly positive feedback has been received from participants.</p>

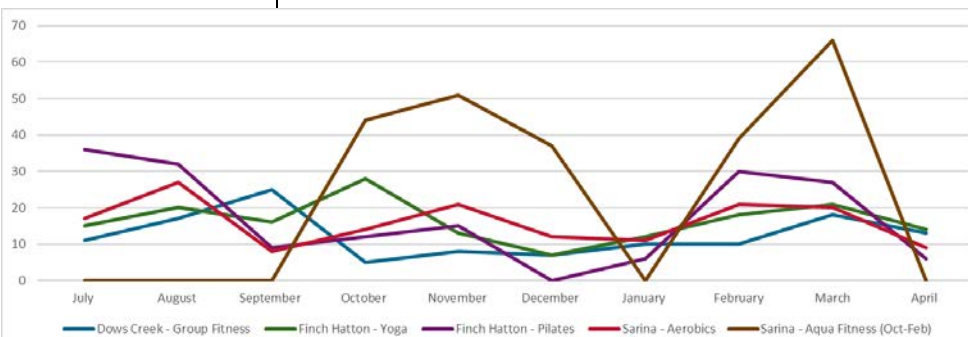
Community Meetings / Events / Interagency Meetings.

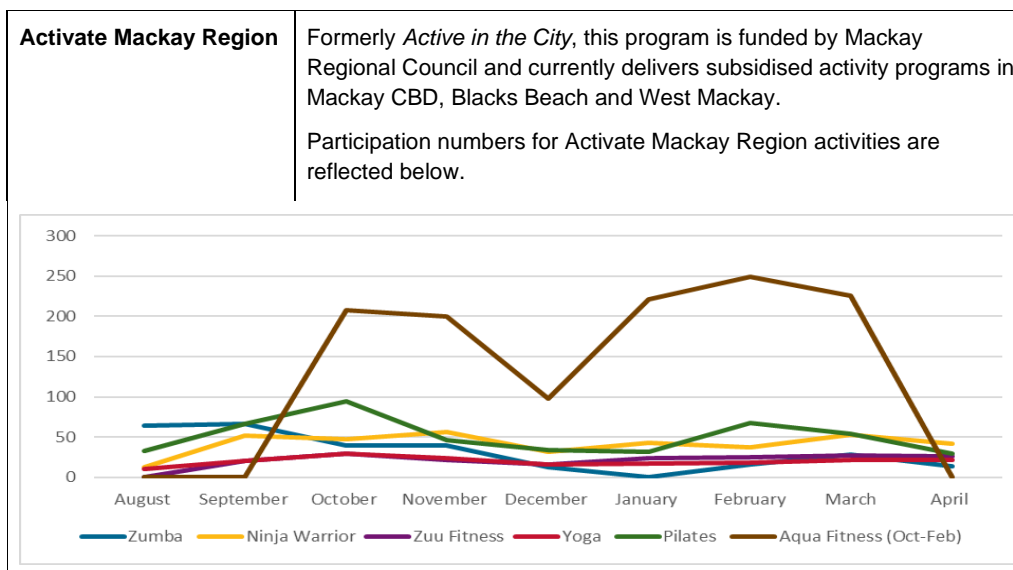
116 meetings and events were held or attended; highlights include:

Volunteers Expo	<p>The Volunteers Expo was held at the Mackay Showgrounds on Sunday, May 15. The morning commenced with a volunteer recognition breakfast to fuel the 43 volunteer organisations that participated. More than 700 visitors perused the wide variety of volunteer opportunities on display. Positive feedback has been received from stall holders with many new volunteers engaged or signed up on the day.</p> 
Party in the Park	<p>The annual Party in the Park celebration was held on the Civic Precinct lawns on Tuesday, May 31. The event, aimed at linking families with no or low-cost local services and opportunities for children 0-5 years, remained a popular event with over 1000 people attending the morning. There were over 30 stalls offering information and activities for littlies along with the always popular jumping castles, petting zoo and face painters to keep everyone entertained.</p> 
SafeTALK training	<p>Community Programs facilitated a staff SafeTALK training on Tuesday, May 24. Seven staff took up the opportunity to learn more about identifying the signs that someone may be having thoughts of suicide and how they may assist.</p>
Arts Business Workshop Series	<p>The Regional Arts Development Fund (RADF), in partnership with CQ Regional Arts Sector Network, presented an Arts Business Workshop for Artists and Arts Businesses as a response to the impact COVID-19 has had on the arts sector. The workshop focussed on the redesign of programs, models of business, and the development of new marketing and promotional skills in a bid to continue to recover, build sustainable business models and to reconnect with audiences and markets. The workshop was held on May 28-29 and was fully booked.</p>

Sister Cities Mackay	<p>Members of Sister Cities Mackay along with support from Language teachers hosted Japanese Children's Day at Jubilee Community Centre on Saturday 7 May. 60 children and their parents participated in a range of art / craft and games activities. The children also had the opportunity to dress in traditional costumes of Japan.</p>  <p>A thank you afternoon tea was held on May 24 to show our appreciation to the volunteers who assisted with the success of the event. Volunteers were presented with a certificate and a box of chocolates.</p>
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Sport and Recreation

Activity	Comments
Active in the Regions	<p>Active in the Regions is funded by the North Queensland Public Health Network and administered by the North Queensland Sports Foundations <i>Move It</i> program to deliver subsidised physical activities in rural localities such as Sarina, Pioneer Valley and Dows Creek.</p> <p>Participation numbers for Active in the Regions activities are reflected below. (Please note that Finch Hatton Pilates only operates during the school term)</p> 



Museums

Museum	Comments
Pioneer Valley Museum	<ul style="list-style-type: none"> Dates Open: April 27 - May 18 / Number of Days Open: 7 Visitors: 9 Social Media Insights: 9,592 reach, 2,508 engagements
Sarina Museum	<ul style="list-style-type: none"> Dates Open: April 23 - May 20 / Number of Days Open: 12 Visitors: 130 Social Media Insights: 2,880 reach, 368 engagements
Mackay Museum	<ul style="list-style-type: none"> Dates Open: April 27 - May 21 / Number of Days Open: 11 Visitors: 120 Social Media Insights: 337 reach, 22 engagements
Greenmount Homestead	<ul style="list-style-type: none"> Dates Open: April 27 - May 23 / Number of Days Open: 10 Visitors: 27 Social Media Insights: 1,187 reach, 54 engagements
Other Activities	<ul style="list-style-type: none"> Collection Rationalisation Program at Pioneer Valley Museum as of 23 May 2022: <ul style="list-style-type: none"> Estimated size of collection: 13,000 - 15,000 items including photographs Number of objects inventoried: 5,550 Number of photographs sighted (not inventoried): 3,735 Number of reference books sighted (not inventoried): 329 Estimated percentage completed: 69% Emergency Plan training provided for volunteers across all sites in line with new site-specific emergency plans. Greenmount Homestead and Outbuildings Conservation Project: <ul style="list-style-type: none"> Archival record completed D.E.S. approval of proposed recommendations received Desktop review for business case



Junior Sporting and Arts and Culture Grant

5 Junior Sporting Grants were approved this month, with a combined value of \$825.00. No Arts and Culture Grant applications were received.

InKind Assistance

Organisation	Event	Date	Support Provided	Amount
Mackay Marina Run	BMA Mackay Marina Run	5/06/2022	20 general waste bins, 10 recycle bins and 250 traffic cones	\$303.16
Marian State School	P&C Ladies Night	18/06/2022	15 general waste bins and 10 recycle bins	\$273.14
Mackay & District V-Twin Motorcycle Club Inc	2022 Annual Canefield Bash	23/07/2022	5 general waste bins, 2 recycle bins, park hire fee	\$238.07
Pioneer River Valley Hack and Pony Club	Bushman's Carnival & Sporting Gymkhana	4-5/06/2022	5 general waste bins and 2 recycle bins	\$145.07
Pioneer Valley Agricultural Show Society Inc	Pioneer Valley Agricultural Show	12/06/2022	60 general waste bins and 60 recycle bins	\$1,243.72
MRC – Party in the Park	Party in the Park	31/05/2022	5 general waste bins and 5 recycle bins	\$175.07
Sarina Surf Lifesaving Club	Crusin the Coast Fun Run 2022	22/05/2022	5 general waste bins, 5 recycle bins, mowing park and toilet block areas. Cleaning of toilet block.	\$175.07
Brothers Bulldogs Junior Rugby League	Brothers Bulldogs Home Game	18/06/2022	20 general waste bins, 15 recycle bins and boundary fencing	\$352.19
Chelona State School	Cocktails in the Country	6/08/2022	5 general waste bins and 2 recycle bins	\$145.07
Volunteers Expo	Volunteers Expo 2022	15/05/2022	5 general waste bins and 2 recycle bins	\$145.07
St Patricks & Mercy Colleges	QISSN & QISSRL/Confraternity Netball & Rugby	27/06/22 – 01/07/2022	25 general waste bins, 25 recycle bins and 100 witches' hats	\$482.27
Mackay & District BMX Club	Auscycling State Series BMX Carnival	26/06/2022	10 general waste bins	\$101.05
Unwheel Events	Mackay Mountain Marathon	30/07/22 – 31/07/2022	10 general waste bins, 5 recycle bins	\$201.09
DSDSATSIP	National Reconciliation Week/NAIDOC Week	26/05/22 to 02/06/22 and 03/07/22 to 10/07/22	Light up Council Admin Building	\$500.00
				\$4,480.04



Community Grants

Round 3 of the 2021/2022 Community Grants Program closed on Friday April 1. Below is a list of successful applications received and assessed by the Grants committee. Committee recommendations were approved under delegation by the Chief Executive Officer, with a combined value of \$188,860.44.

Small Equipment Grants

Organisation	Amount Requested	Amount Approved	Details
YIRS One Stop Youth Shop Inc	\$1,500.00	\$1,500.00	Purchase of 2 x laptops.
Mackay City Hawks Inc Australian Rules Football Club	\$1,500.00	\$1,500.00	Purchase of an ice machine.
Nanyima Aged Care	\$1,500.00	\$1,500.00	Purchase of a lawnmower and hedge trimmer.
Kidney Support Network Inc	\$1,500.00	\$1,500.00	Purchase of a Countertop Refrigerated Display unit.
52 Squash & Fitness Club Inc	\$1,500.00	\$1,500.00	Purchase of a camera to affix to Court 1.
		\$7,500.00	

Community Grants

Organisation	Amount Requested	Amount Approved	Details
Calen Trail and Horse Sports Inc	\$824.44	\$824.44	Purchase of emergency kits, including snake bite bandage, portable UHF radios, and a large bag to store all the equipment in.
Mackay Kennel Club Inc	\$7,500.00	\$7,120.00	Purchase of a laptop, 2 x printers, internet router, 4 x iPads and a portable loudspeaker system.
Koumala Community Hall Committee Inc	\$7,019.00	\$6,800.00	Purchase of a first aid kit, a stainless-steel bench with castors, and 2 x glass door fridges.
Mackay Family History Society Inc	\$3,702.90	\$3,365.00	Purchase of 2 x laptops and 2 x monitors
The Neighbourhood Hub	\$6,000.00	\$6,000.00	Funding of the 'Boost' Early Years Program.
Mackay Hospital Foundation	\$7,500.00	\$7,500.00	Contribution towards the Family Fun Day on Sunday 5th June 2022 at BB Print Stadium.
Mackay Gymnastics Inc	\$5,612.00	\$5,000.00	Updating of the outdated stereo /PA system
Midge Point Fishing and Recreational Club Inc	\$1,800.00	\$1,800.00	Contribution towards Take a Kid Fishing Day at Midge Point front beach.
		\$38,409.44	

Minor Infrastructure Grants

Organisation	Amount Requested	Amount Approved	Details
Mackay Choral Society Inc	\$2,788.00	\$2,788.00	Replacement of 4000 cyclone assembly roofing screws at 4 Snow Wright Court.
Bakers Creek AFL Club	\$30,000.00	\$30,000.00	Upgrading/renovation of the existing two light poles at the Pattinson Lane grounds.
Mackay Surf Life Saving Club Inc	\$9,743.00	\$9,743.00	Replacement of 2 x roller doors on the clubhouse storage room at Mackay Harbour.
		\$42,531.00	

Minor Asset Grants

Organisation	Amount Requested	Amount Approved	Details
Kucom Theatre Inc	\$30,000.00	\$30,000.00	Purchase and installation of retractable seating at the Snow Wright Court theatre.
Mackay District Target Rifle Association Inc	\$20,520.00	\$20,520.00	Fabrication of a mobile small-bore rifle shooting unit complete with targets and bullet traps at the Mount Vince Shooting Complex.
Trudy Crowley Foundation	\$12,370.50	\$11,600.00	Purchase and installation of IT equipment and wi-fi, and web-site development.
Lions Club of Mackay Host	\$9,128.00	\$8,300.00	Installation of an air-conditioner, solar roof vents, and motorised door openers, and an electrical upgrade to the shed in Loughnane Court.
Community Accommodation & Support Agency Inc	\$30,000.00	\$30,000.00	Contribution towards the upgrading and/or replacement of aging IT office equipment at CASA.
		\$100,420.00	

Regional Arts Development Fund

Round 3 of the 2021/2022 Regional Arts Development Fund (RADF) closed on Wednesday May 4. Below is a list of successful applications received and assessed by the RADF Committee. Committee recommendations were approved under delegation by the Chief Executive Officer, with a combined value of \$54,367.00.


Applicant	Amount Approved	Description
Zahrah Andrews	\$6,815.00	Concept development for a youth-led forum.
Valley Spinners and Crafts	\$1,946.00	Crafty Hands - Holiday workshops for Pioneer Valley kids.
Printbank Mackay	\$1,382.00	Two-day print-making workshop with Laura Castell.






Janet Ambrose	\$8,976.00	Under the Mango Tree, showcasing Mackay Elders.
Eva Browne-Paterson	\$9,460.00	Keswick Island Art Trail - Creation and Installation.
Fiona Flohr	\$1,950.00	Personal development in the art of Ceramics.
Mackay Surf Life Saving Club	\$7,500.00	Beach Sounds, a music festival with a family atmosphere.
Mackay Adventure Lodge	\$4,000.00	Living Room, a photographic account of outdoor water sports.
Margaret Burgess	\$3,588.00	Concept development for 'Our Artist Trail'.
Shed Happens Mackay	\$1,700.00	2022 International Men's Day Art Show.
2022 Whitsunday Arts Festival	\$7,050.00	Whitsunday Songwriters Residency Emerging Artist's Workshop.
	\$54,367.00	

4.2 Libraries

Highlights

Activity	Comments
Keep Warm Project	<p>Mackay Libraries Keep Warm Project resulted from teaching Library members the craft of knitting. It quickly evolved into a community project of making beanies, scarves, or squares to contribute to a small knee blanket. The project is a multi-layered effort, inviting community members to donate their time, crafting skills, wool, crochet hooks, and knitting needles towards the cause, fulfilling the Made by You principle of Reuse, Recycle and Repurpose. Even those who are unable to knit, or crochet contributed through the donation of wool and tools. The amazing warm woollies that have been created, are being donated within the Mackay region and Proserpine area to vulnerable community members in need this year.</p> <p>The team witnessed firsthand the generosity and care that our community has for one another, with many eager volunteers jumping at the chance to lend a hand. Donations are still steadily coming in, with more and more knitted and crocheted goods able to be donated. For those without access to the tools needed to do so, the library presented a loanable pouch that includes instructions, hooks, and wool.</p> <p>The Keep Warm project, coordinated by the Community Outreach Team's Robyn Chester-Master, has approximately one hundred community members working within the project.</p> 

Young People's Services and First 5 Forever	<p>Number of Program events: 60 (22 Baby Bounce, 16 Toddler Time, 21 Story Time, 1 Dads and Bubs) Program attendance: 1165</p> <p>STEAM: 4 programs with 46 attendees</p> <p>Multiples Chatterplay: 1 session with 17 attendees Chatterplay was full of double trouble. Parents enjoyed the opportunity to share their stories and learn new tips for other parents of multiples.</p> 
Community Outreach Programs	<p>Number of Program events: 103 Program attendance: 1,695</p> <p>Number of new program initiatives: 2 New program initiatives: My Choir and Carnivorous Plants My Choir launched this month through engagement of a paid facilitator. The program is aimed at those in the community affected by dementia and moment loss, their families, friends and careers.</p> <p>Carnivorous Plants was something new and exciting to bring to our members. Through utilising the skills of MRC's Phillip Butler, members were treated to an outstanding presented on growing these amazing plants.</p> <p>MRC Collaborative Programs: 4 Parks and Environment, Community Programs and Local Laws</p>
Digital Literacy & Young Adult Programs	<p>Number of Program events: 22 Programs attendance: 606</p> <p>Now in its 7th year, the most recent season of <i>Who Do You Think She Is?</i> is going well. For the first time we have a member researching an ancestor from the middle east.</p> 

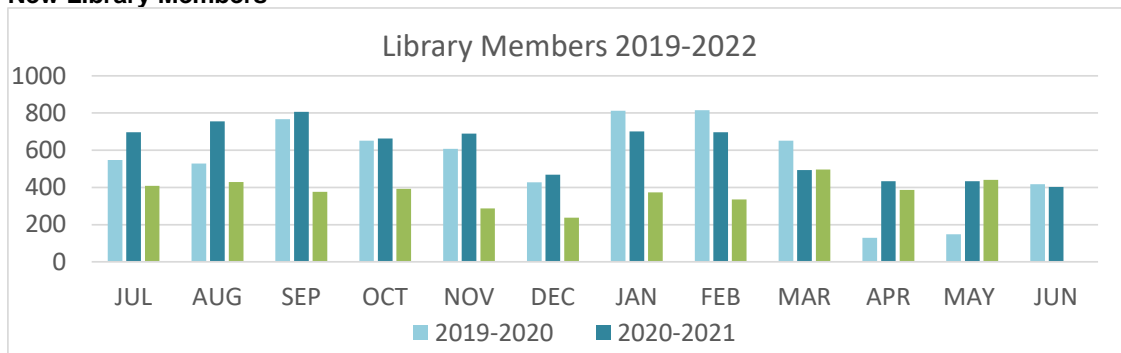
Outreach and Engagement	<p>Number of Outreach events First 5 Forever / Young People Services: 10 Outreach engagements First 5 Forever / Young People Services : 1324</p> <p>Berky Bookings – Hot Tots, Lady Gowrie Pioneer Valley, Wonder Kids, Chelona State School Building Blocks session – Churches of Christ Mt P Story Time – Mount P Shopping Centre Qld Health parent group – Carlyle St Community Health Glenella State School - Under 8's Beaconsfield State School – Under 8s Italian festival- Mackay City Centre</p>  <p>Story telling at Under 8s was extremely popular and the puppets and the Berky tattoos were a big hit!</p> <p>Number of Outreach events: Community Outreach Team 8 Number of Outreach engagements: 682</p> <p>Community Outreach and Presentations: During the month of May, the team was in the community providing information on the programs and resources available to them through free Library Membership. Our outreach to the Volunteers Expo and Family Domestic Violence Blue Water Quay events provided engagements with service providers and residents that were unaware of the extent of our library service.</p>
Virtual Programs	<p>Virtual Programs Young People Services: Total Posts: 16 (3 Instagram 13 Facebook) Total Reach: 40,127 (368 Instagram 40127 Facebook) Total Engagement: 6,173 (22 Instagram 6151 Facebook) Total Comments: 149 (2 Instagram 147 Facebook) Total Shares: 43 Facebook</p> <p>The two Dads n Bubs posts created record engagement and reach. It appears dad and babies are extremely markable!</p> <p>Virtual Programs: Community Outreach Team Total Posts: 22 Total Reach: 35,944 Total Engagement: 7,075 Total Comments: 103 Total Shares: 45 Facebook</p>

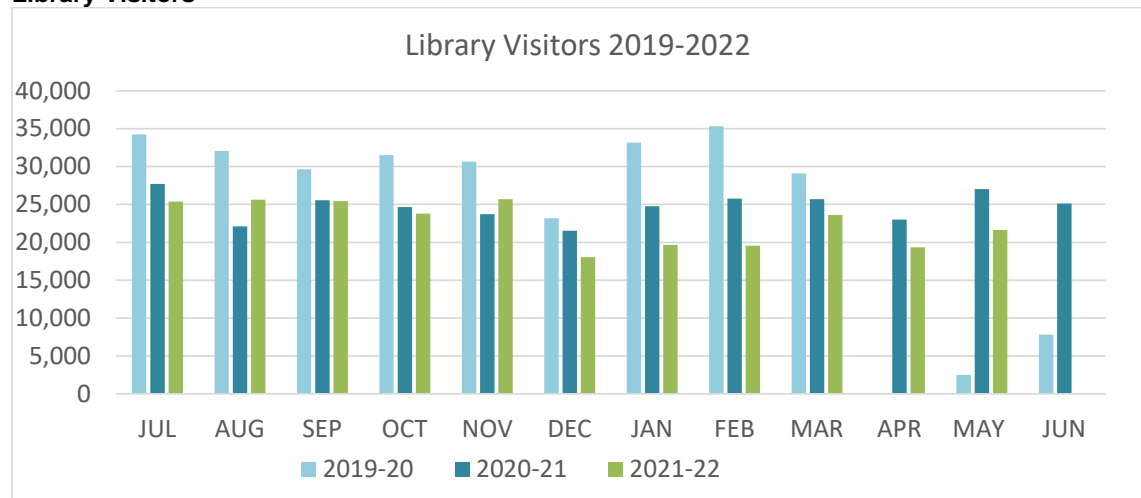
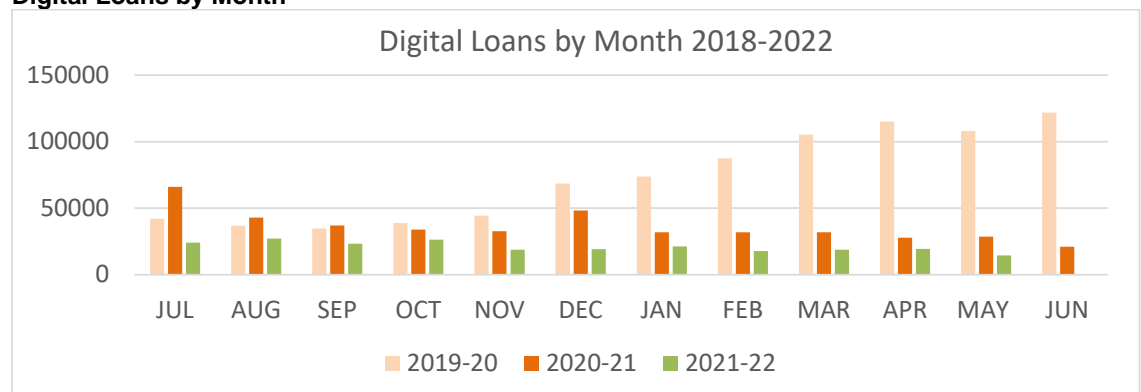
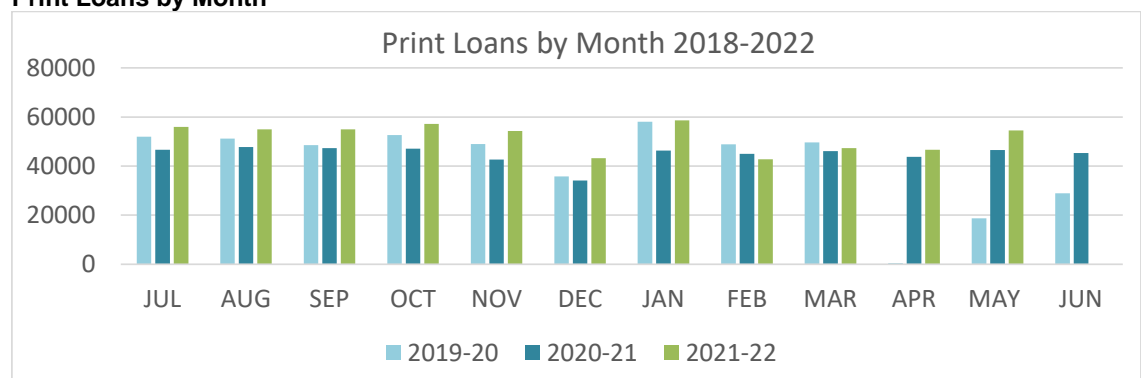
	<p>The Sydney Writer's Festival and Keep Warm Project social media posts received record numbers for reach and engagements, as they were stand out programs for the month of May.</p> <p>Home Library Service: Items Loaned: 1,020 HLS Members: 83 Select and Collect Members: 18 Bulk Delivers: 6 New Members: 3</p> <p>During the past month, the Community Outreach Team continued delivering Home Library to our members. New volunteers are being inducted to support the deliveries out into the region. The Volunteer Expo was key in sourcing our new volunteers.</p>
Heritage Collection	<ul style="list-style-type: none"> 15 information requests were received from external and internal (MRC) clients with staff conducting approximately 36.5 hours of research. Heritage Collection staff are currently assisting MRC Strategic Planning team in identifying research material for MRC Heritage Register Review Project; and assisted in supply of information and images to MRC City Centre & Waterfront Project team for current projects.
Library Operations	<ul style="list-style-type: none"> New Mobile Library has arrived – the team are currently swapping out all collection and systems, as well as reviewing all operational requirements ahead of the launch in June Several incidents at Dudley Denny City Library involving members of the public have seen a direct impact on staff wellbeing and psychological safety. We are undertaking measures to support staff, including an increase to security guard hours to cover all opening/operating hours at Dudley Denny City Library COVID and unplanned leave have continued to impact on staffing availability. A recruitment process is underway to increase the casual pool of library assistants to help ease staffing pressures.

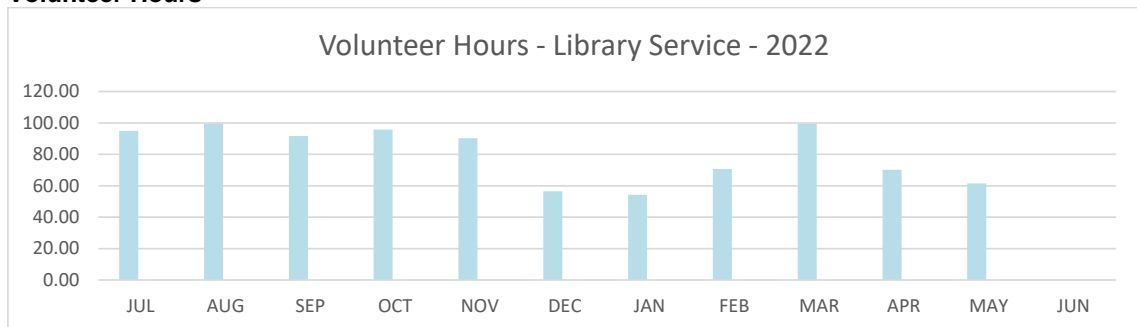
Statistics

** all figures are as at 29th May due to the timeframes required to submit this report

New Library Members





Library Visitors**Digital Loans by Month****Print Loans by Month**


Volunteer Hours**Monthly KPI Update**

Service / Activity	Annual KPI	YTD	Status	Comments
Library Membership	54,500	51,623	●	44% of community
Library Loans	1,000,000	800,975	●	On track
Database Hits	75,000	84,144	●	Exceeding target
Social Media Followers	8,000	9,968	●	Registrations remain steady
eNewsletter subscribers	N/A	18,212	●	Registrations remain steady
In Person Visits	350,000	247,735	●	77% of YTD target, impacting by program suspensions during the year.
Web + Catalogue Visits	300,000	444,525	●	Exceeding target
Volunteer hours	N/A	885	●	Positive volunteer engagement continues
Outreach Events	N/A	104 events 14,750 attendees	●	Great level of community engagement across all outreach events
Virtual Programs Outcomes	N/A	314,264 reached 30,961 engaged	●	Tracking well

4.3 Artspace Mackay

Exhibitions



Activity	Comments
2022 Libris Awards: The Australian Artists' Book Prize 9 April – 19 June Main Gallery, Artspace Mackay	<p>Artspace Mackay's biennial event, the Libris Awards, brings together works by leading and emerging artist book makers from across Australia. The awards are a chance to celebrate the art form and build on the gallery's significant artist book collection through the competition's acquisitive prizes. The exhibition was officially opened by Cr. Greg Williamson on Friday 9 April, with 109 people attending.</p> 
Tamika Grant-Iramu: The Wall 5 April – 22 June Foyer Gallery, Artspace Mackay	<p>Brisbane artist Tamika Grant-Iramu is an emerging printmaker whose artworks connect to her Papua New Guinean, European and Torres Strait Islander heritage. Grant-Iramu's site-specific mural at Artspace Mackay draws inspiration from the rare and endemic species of flora found in Eungella National Park.</p> 
The Art of Ida Rentoul Outhwaite 2 April – 19 June Foundation Gallery, Artspace Mackay	<p>Creator of feminine and enchanting fairy-tale illustrations, Ida Rentoul Outhwaite (1888-1960) was one of Australia's most celebrated women artists of the early twentieth century. Looking at the development of the artist's iconic visual style, this exhibition brings together original working sketches from the early part of her career alongside watercolours and published books.</p>

<p>Barbara Hanrahan: Focus on the Collection 1 April – 19 June Foyer Gallery, Artspace Mackay</p>	<p>Barbara Hanrahan (1939-1991) was a prolific artist and writer who lived and worked between Australia and the United Kingdom. Her unique figurative drawings and prints cherished a view of nature, mythology and family inspired by the 1970s women's movement and her admiration for the iconic paintings of Frida Kahlo. Featuring a selection of Hanrahan's editioned prints and publications from the Mackay Regional Council Art Collection, this exhibition highlights the artist's colourful and entangled visual worlds.</p> 
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MRC Art Collection

Activity	Comments
<p>MRC Art Collection Online</p>	<p>The MRC Art Collection online received 412 page views in May with users from Australia, US, UK and France accessing the site.</p> <p>Currently there are 808 artworks published on the Collection Online site, over 65% of the total Art Collection.</p>
<p>Recent Acquisitions</p>	<p>A significant donation (over 70 items) by collection priority artist Glen Skien was received in May and is currently being documented and processed by the curatorial staff. This reflects an important strategic focus of the gallery to foster meaningful relationships with artists in the collection, leading to exhibitions, research and sponsorship or donation outcomes. The significance and condition of each item will be assessed before being presented to the Visual Arts Advisory committee.</p>

Public Programs

Activity	Comments
Kids Art Club 7 May – 11 June	<p>Term 2 of Kids Art Club commenced on 7 May. Local artist Traci Lietzke will deliver Kids Art Club Term 2, a rich six-week program of creative art for kids. Each week our young participants explore and respond to the exhibitions on show at Artspace Mackay through fun-filled art activities. The six-week workshop is fully subscribed, with 12 children enrolled.</p>
Speed Date the Collection Thursday 12 May	<p>Our informal Speed date the Collection night is an opportunity for the community to 'meet' artists' books from the collection in an enjoyable way. This month the 12 participants became familiar with a selection of artists' books from the current Libris Awards Exhibition.</p> 
School Tours 12 & 19 May	<p>Artspace welcomed school tours again this month with 2 visits from Carlisle Christian College. 33 Year 6 students and teachers visited the gallery on 12 May and 28 Year 5 students and teachers visited the following week. Both tours took a closer look at artists' books in the 2022 Libris Awards, the magical illustrations of Ida Rentoul Outhwaite, had discussions about jobs in art galleries, and drew inspiration from Tamika Grant-Iramu's large wall painting, Undulations, to create their own wonderful artworks.</p> 

<p>Conversations with Art 1pm, Friday 20 May</p>	<p>Conversations with Art invites participants to have a casual conversation about the artworks on display or artworks from collections around the world. It is not an art theory lesson but encourages people to share their interpretations, deconstruct the works, consider themes and possible techniques by the artist. This month, 10 people attended.</p> 
<p>BMA Kidspace 10am – 2pm, Tuesday 24 May</p>	<p>BMA Kidspace was a full house again this month, with a gallery full of push chairs! 159 parents and their toddlers joined local artists to participate in 3 fun art activities inspired by our current exhibitions.</p> 
<p>Community Lifestyle Staff Engagement Activity 8am – 10am, Thursday 26 May</p>	<p>Artspace Makay hosted the first Community Lifestyle Engagement Activity, with 50 staff from Libraires, Community Programs and Artspace in attendance. Community Lifestyle staff got to know each other better and learnt about their regional gallery through guided themed activities and conversations.</p> 

Party in the Park – BMA Outreach 9am – 11.30am, Tuesday 31 May	<p>This month BMA KIDSPACE Partied in the Park! Our wonderful children's workshop tutors were excited to be part of council's second Party in the Park event. Artspace Mackay brought all the creative fun of our usual BMA Kidspace Program with free Arts and Craft activities designed just for toddlers!</p> 
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Monthly KPI Update

Service / Activity	Annual KPI	YTD	Status	Comments
Visitors: Artspace	20,000	17,437	●	(Visitation as of 24 May.) 95% of YTD target.
Web Visits	14,000	8,677	●	68% of YTD target.
Total Number of e-Newsletter Subscribers	1,800	1,850	●	Subscriber numbers increased during the month of May, with 14 new subscribers.
Facebook Subscribers	6,600	8,436	●	79 new subscribers in the month of May.
Exhibitions	12	9	●	No new exhibitions opened in the month of May. 82% of YTD target.
Public Program Participants	5,000	11,860	●	Exceeding target.
Public programs (Inc. tours, BMA Kidspace, workshops, exhibition openings, markets, etc.)	140	82	●	64% of YTD target, due to COVID-19 impacts.
Volunteer hours	1,200	2,121	●	Exceeding target.

5. Mackay Entertainment & Convention Centre and Events

Key Performance Measure	Target	YTD	Status	Comments
Number of Performances fully cost recovered	50%	59%	●	On Track
Minimum number of catered functions (excluding performances)	120	121	●	Reached target
Average attendance at events	Auditorium 260	385	●	On Track
	Foyer/space 100	249	●	On Track
	Halls 300	428	●	On Track
	One Hall only 100	112	●	On Track
Number of non-utilised days	200	99	●	On Track
Number of Performances at the MECC	180	158	●	On Track
Number of Conferences/Expos	14	11	●	Impacted by Covid-19
Number of Events with Attendance from outside Mackay Region LG area (Post Code Data)	30	45	●	Reached target
#Events at BB Print Stadium	10	33	●	Reached target
#in Attendance at BB Print Stadium	10000	50700	●	Reached target
Number of Student Attendances	1,000	2,424	●	Reached target
Number of workshops > Youth	6	10	●	Reached target
Number of engagement workshops/activities	6	8	●	Reached target
Yearly occupancy of facility	65,000	82,821	●	Reached target
Customer Hire Satisfaction	80%	97%	●	On Track
Number of regional events assisted through either financial or in-kind assistance	6	17	●	Reached target
Number of regional events ticketed	8	12	●	Reached target
Friends of the MECC Volunteer Hours	N/A	4922	●	Tracking well

Overview

The MECC team has successfully delivered several events during May as listed below and detailed in the departmental team updates.

The MECC team successfully delivered NRL Round 9 Sydney Roosters vs Gold Coast Titans at BB Print Stadium. This was a huge effort by all team members. Over 4000 footy fans watched Roosters defeat the Gold Coast Titans 44-16 defeat.



Work continues on several large-scale projects including renewal of the Stadium Management contract, MECC Masterplan, Stadium Masterplan, 2023/24 Programming and Business Event sales, and ongoing engagement with Economic Development relating to the MRC Event Resource Audit.


Events

Activity	Comments
Performances	<ul style="list-style-type: none"> • MECC Presents: Melbourne Comedy Festival Roadshow • 50 Years on Queen Bohemian Rhapsody • MMCP - Shrek • Queensland Symphony Orchestra • MECC Presents: Edward the Emu
Conferences / Expos / Meetings / Dinners	<ul style="list-style-type: none"> • 2022 Rotary District 9560 Conference • 2022 CQ University (CQU) Graduation Ceremony • IPWEAQ NQ Branch Conference • MRC - 2032 Olympics Planning Summit • Mackay Festival of Arts 2022 Launch MFOA • 2022 Mayor's Charity Ball • 2032 Olympics - Regional Consultation Sessions • 2022 Resource Industry Network Awards Gala Dinner • Master Builders BUSSQ Roadshow • Queensland Symphony Orchestra student workshop • MRC - DV Task Force • Positive Birth Expo Mackay & Surroundings

Team Updates

Team	Actions Completed
Festival and Events	<p>Mackay Festival of Arts Launch</p> <p>The biggest Mackay Festival of Arts program ever has been released and offers a glimpse into an amazing array of arts, entertainment, and gastronomy, on its 35th year in operation. Mayor Greg Williamson, Councillors, sponsors, and fringe event organisers attended the official launch that was recently held at the MECC. There was a lot of excitement in the air as we welcomed the new sponsor of the Wine & Food Day, Wisely Group (pictured below).</p>

	
Catering	<p>QLD Tourism Industry Council - Career Market @ CQU Mackay City Campus</p> <p>The MECC team recently exhibited at the Career Market, aiming to promote and showcase career options in the tourism and hospitality industry. The focus was to address current perceptions of the industry as well as its dwindling workforce.</p> <p>This was a great opportunity to promote the benefits of working for Mackay Regional Council at the MECC and to connect with school students who are wanting a career in Hospitality. Students were encouraged to apply for the current available food & beverage positions at the MECC.</p>  <p><i>Image above: Acting Catering Coordinator, Andrew Spindler promoting the current available Food & Beverage positions at the Careers Expo.</i></p> <p>Mayor's Charity Ball</p> <p>The catering team served up 434 entrées and 434 main meals plus an amazing selection of sweets and cheeses at the annual Mayor's Charity Ball that was held at the MECC on Saturday 14th May.</p>

	<p>Resource Industry Network Awards Night</p> <p>Over 280 guests from businesses who service the resources sector came together at the MECC on Friday 20th May to honour the sector's top performing companies and individuals. A special thank you goes out to the following Mackay Regional Council Staff who assisted with food service on the night: Robyn Billings Bruce Thompson Mandy Treloar Vicky Booth Janelle Young Tanya Youman Max Rosenthal</p>
Operations	A very busy and successful month for the operations team including front of house services for over 25 events as listed above.
Technical Services	<p>The technical crew have just completed a very busy month of events including Mayors Charity Ball, Resource Industry Network Awards Dinner and 5 performances of Shrek the Musical, presented by Mackay Musical Comedy Players.</p>  <p><i>Image above: Mackay Musical Comedy Players – Shrek the Musical at MECC.</i></p> <p>LED house light system</p> <p>The new LED house light system, including system control for the Plenary Halls, Space and North Foyer is now on order. The system is a lot more energy efficient and will allow lighting staff to alter fixture colour temperature. This means the system can be used as warm house lights for performance, or cool work light for meetings and trade shows, and there may even be some colour options for the North Foyer.</p> <p>Motorised lighting / projector</p> <p>June will see the installation of a motorised lighting / projector bar in the main auditorium. This will alleviate several issues and allow staff to access lighting fixtures and our new data projector without the need for working at height.</p>
Sales and Business Development	<p>NRL Round 9 Sydney Roosters vs Gold Coast Titans</p> <p>Over 4026 were sold to NRL game that was held at BB Print Stadium on Saturday 5th May. The Box Office & Marketing Team worked closely with the Sydney City Roosters to increase ticket sales through social media promotions and offering marketing support to their team.</p>



Queensland Symphony Orchestra Workshops (2 x panel discussions)

Proserpine State School and Mackay State High School students visited the MECC on 25 May to enjoy the performance from the Queensland Symphony Orchestra. These two schools joined musicians from the orchestra pre and post event to discuss their careers as professional musicians.



Image above: QLD Symphony Orchestra Panel discussion with Mackay State High School Students.

Other Highlights

Activity	Comments
Social Stats Facebook 	<div>People reached</div> <div>111 076</div> <div>Page visits</div> <div>2 096</div> <div>New likes and followers</div> <div>94</div>
Social Stats Instagram 	<div>Reach</div> <div>11 738</div> <div>Profile visits</div> <div>115</div> <div>New Followers</div> <div>19</div>

6. Corporate Communications and Marketing



Mayor's Ball groovers boogie night away and help smash event records

It was a record night of nights at the 2022 Mayor's Charity Ball last month.

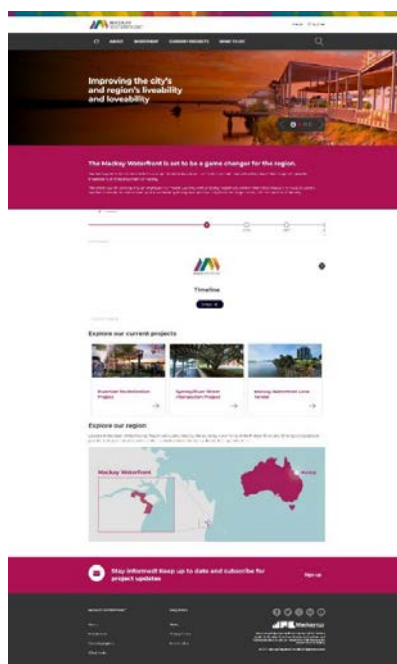
A record crowd of nearly 450 enjoyed the disco theme, dancing to the Red Tie band, and raised a record amount. The final tally is being announced today (June 8).

Those proceeds will be split 50-50 by HeartKids Mackay and Ronald McDonald Charities to go towards the new Ronald McDonald family room being built at Mackay Base Hospital. They were presented with their cheques at a morning tea to thank sponsors today.

Emcee for the night was Channel 7 fishing personality Scotty Hillier (above right).

The ball is organised by a committee made up of representatives of the community, council's Corporate Communications and Marketing team and the MECC. The MECC's Friends of the Theatre assist with the event's financials.





New websites for Sarina Sugar Shed and Mackay Waterfront project built inhouse

Corporate Communications and Marketing's small but talented digital team has launched two new websites and saved \$60,000 for council in the process.

The Sarina Sugar Shed and Mackay Waterfront websites were built completely inhouse.

It took hundreds of hours to complete these websites and saved council about \$30,000 each building them inhouse. The websites were built using Squiz Matrix to keep them in line with council's corporate website and brought them back under the control of council.

The Sarina Sugar Shed site features a Shopify website to purchase products and a new booking system called FareHarbor, which makes for a better user experience. They can be found at:

- sarinasugarshed.com.au

- mackaywaterfront.com.au

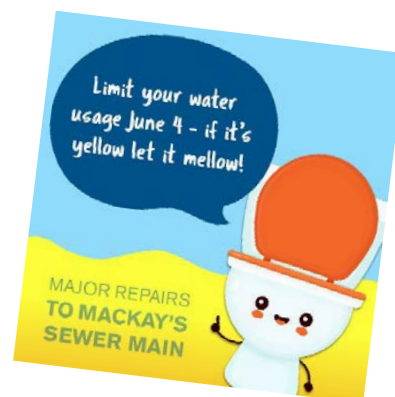
If it's yellow, let it mellow message catches on

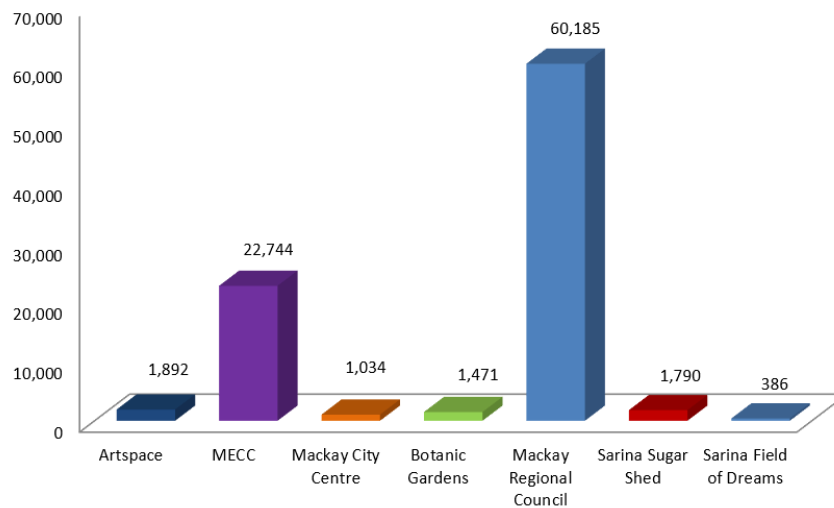
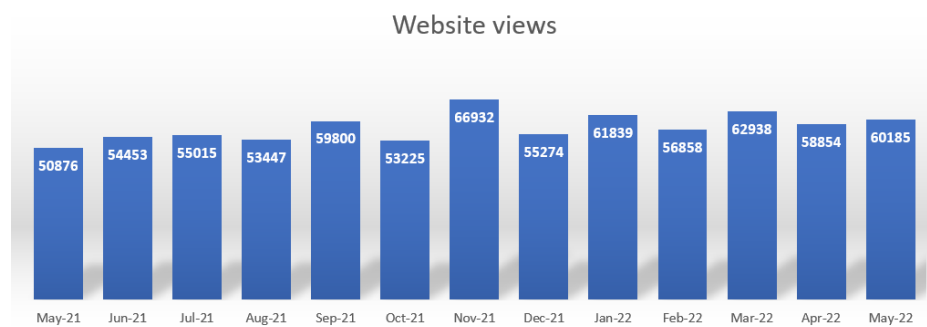
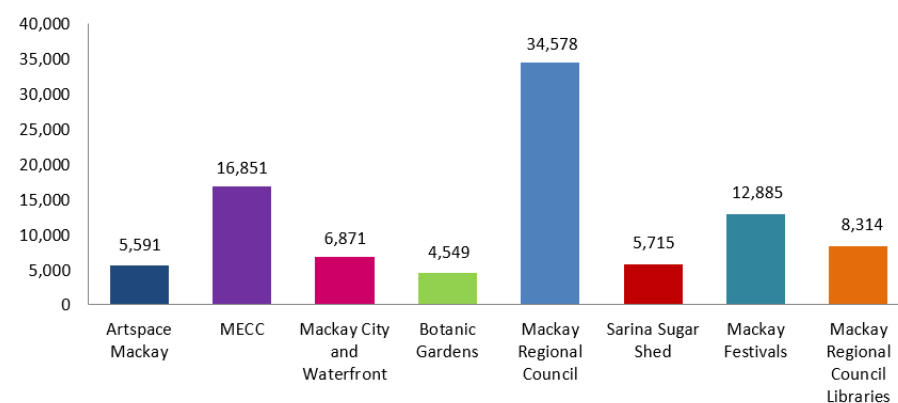
There was extensive messaging during May around the catchy "If it's yellow, let it mellow" phrase.

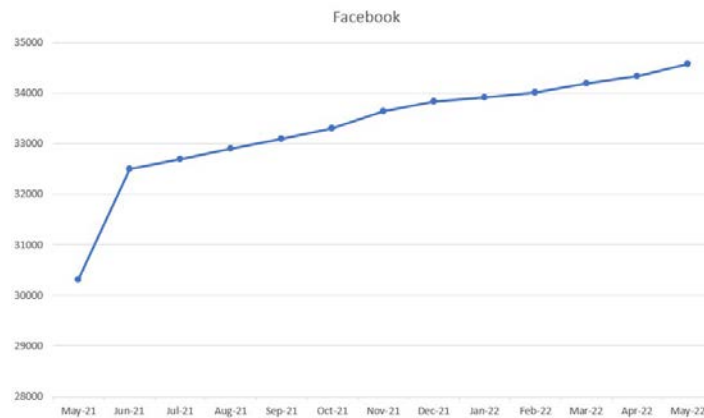
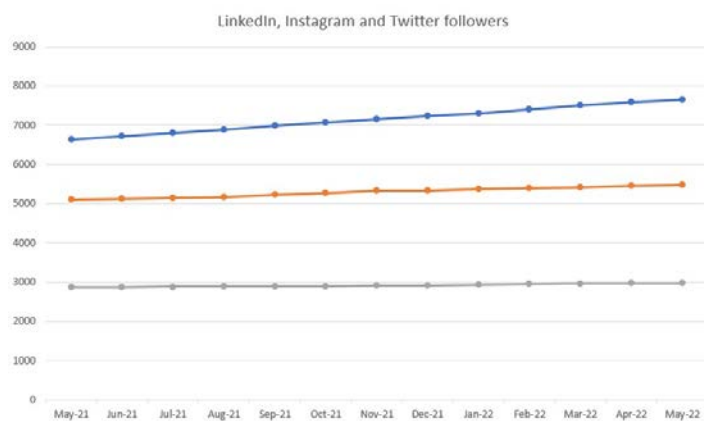
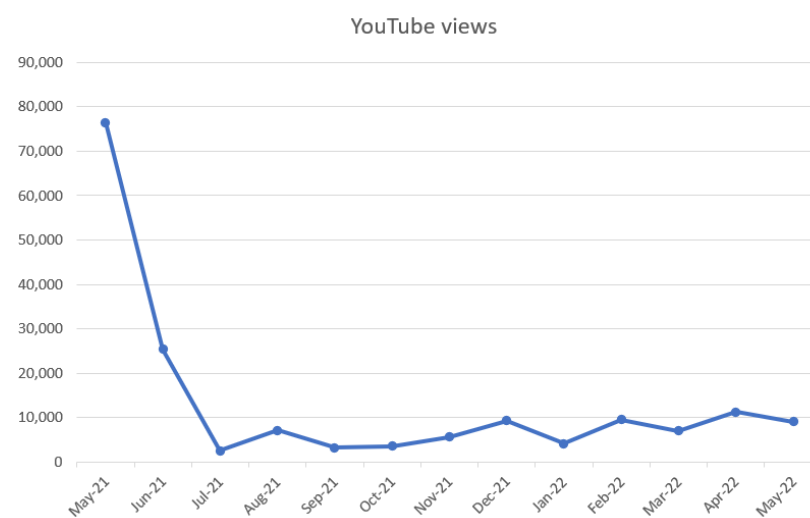
Residents in the Mackay urban area, excluding the Northern Beaches, were asked to restrict their indoor water usage while a major sewer main repair was under way.

The community was asked to reduce indoor water use and support our 'If it's yellow let it mellow' campaign by only flushing toilets when necessary or by taking showers, doing laundry and dishwashing before the outage. This would minimise the risk of sewage overflow into our environment.

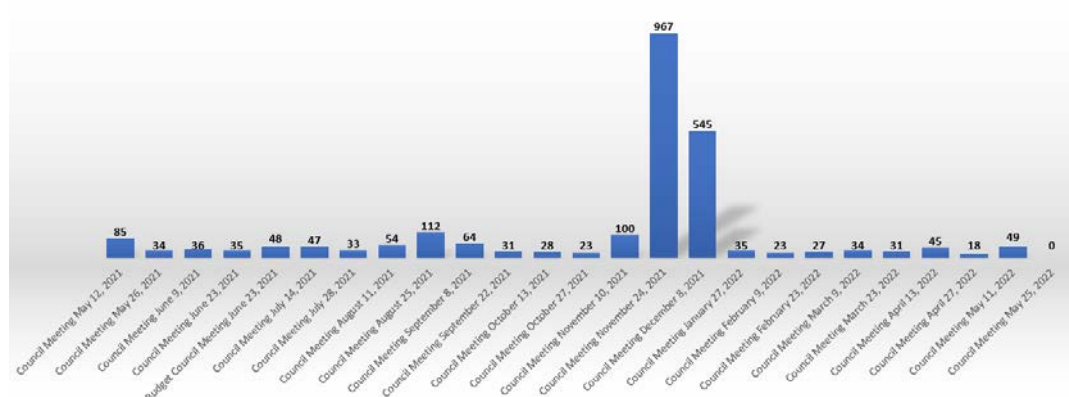
There was a false start when heavy rainfall meant the work couldn't be done on the original date of May 21. It was then programmed in for June 4, with the messaging updated and promoted via media releases, social media, our digital billboards and connectingmackay.com.au



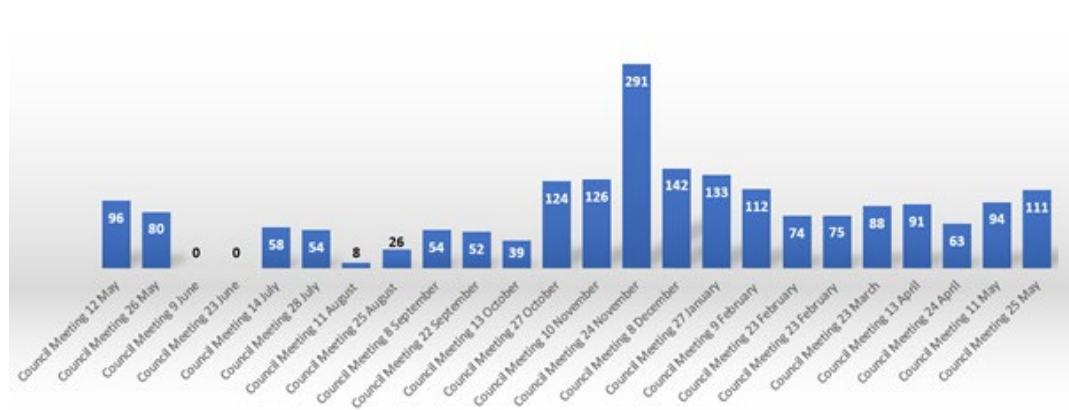
All website visits for May 2022**Trend of MRC website (mackay.qld.gov. au) visits****Facebook facilities followers for May 2022**

MRC Facebook followers for May 2022**MRC social media for May 2022****MRC YouTube views for May 2022**

Council Meeting Live Stream – May 2022 YouTube

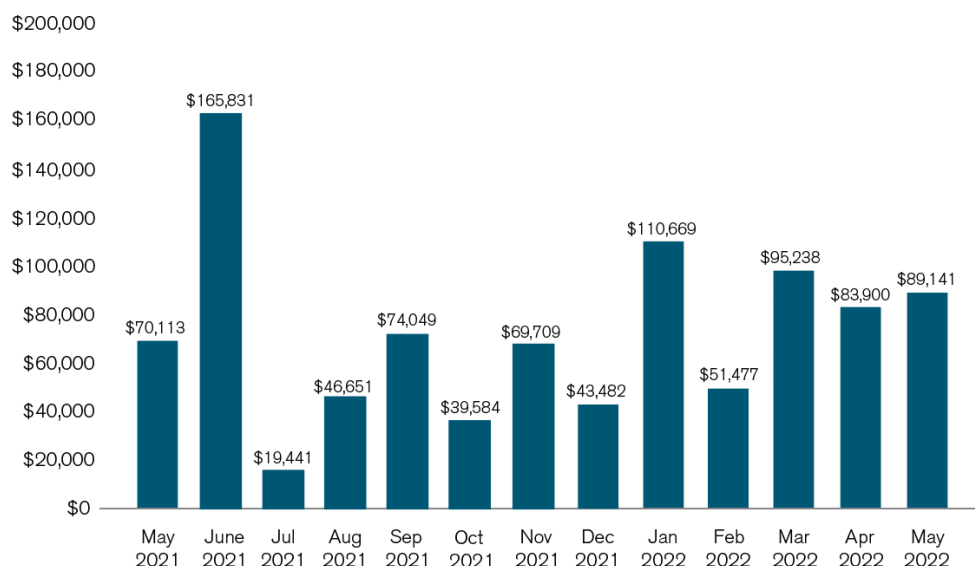


Facebook



eNewsletter Subscribers

Publication	April 2022	May 2022
Artspace	1840	1851
Botanic Gardens	1140	1141
Council Connect	3398	3533
Library	17,865	18,180
Recreation Services	1079	1093
Mackay Planning	1208	1213
Connecting Mackay	2948	2935
Sarina Sugar Shed	445	446

Advertising spend across council**Community Engagement**

Inform		Consult	
16		5	
Seagull Street boat ramp project Inform connectingmackay.com.au/seagull-street-boat-ramp		The gum tree in the central island of the Seagull Street car park had to be removed immediately due to the tree being declared dead and a safety hazard. A notification letter was sent to the nearby residents and the Park's team will be replacing the tree with a more suitable species.	
Koumala Water Treatment Plant Consult connectingmackay.com.au/koumala-water-treatment-plant		The contractor for the Koumala Water Treatment Project Clean Teq Water wanted to increase its hours on site. A request was sent to the key stakeholders - Koumala State School, Koumala Progress Association, Koumala Bushman's carnival and Koumala SES. No issues were recorded. The contractor is working extra hours to get the project completed.	
Eimeo and Blacks Beach Road Shared Pathway Consult connectingmackay.com.au/eimeo-road-shared-pathway		The project manager and site supervisor met with the property owner of 150-152 Eimeo Road in May to lock in the timeframes for the works on his property. A fence is being constructed and two trees are being removed. Works began in late May. The Eimeo and Blacks Beach Road Shared Pathway project is expected to be completed next month.	
Allan Cameron Park Upgrade Consult No webpage		A representative from council's parks and community engagement team met with the Walkerston Rotary Club in May to go over the design for Allan Cameron Park. The club is happy with the design and an inform letter will be sent to the nearby residents. A Connecting Mackay page will be live prior to the letter going out.	

Mangrove Road Bus Interchange Inform No webpage	Three trees were removed along Mangrove Road in late May to allow for the construction of a bus interchange. The area will be revegetated as soon as the infrastructure has been installed. A notification letter was sent to the nearby businesses and a message was put on council's Facebook page to inform motorists about the minor traffic disruption. A Connecting Mackay page will be live once a tender is awarded.
Pioneer Valley Mountain Bike Trails Inform connectingmackay.com.au/mountain-bike-trails	The project manager and Community Engagement officer continued to meet with the property owners near the proposed mountain bike trails to inform them about the project and to see if they had any questions or concerns. No concerns were raised. Posters and a digital sign have been developed to keep the community informed and the project will be on display at the upcoming Pioneer Valley and Mackay shows.
Riverside Revitalisation Project Inform connectingmackay.com.au/riverfront-revitalisation-project	Works are progressing well with the Riverside Revitalisation project. Woollam Constructions have completed the bulk earthworks, including levelling the site and importation of some fill in preparation of the future structural elements. Upcoming works for June include the installation of the electrical and irrigation conduits within River Street Service Lane. Communication with stakeholders regarding upcoming works is happening on a regular basis. A project update was sent out to stakeholders and added to the Connecting Mackay page.
Milton and Archibald streets intersection upgrade Inform connectingmackay.com.au/milton-street-and-archibald-street-intersection-upgrade	The project is ongoing. There have been delays due to wet weather. The Connecting Mackay page has been updated.
Sydney Street WMR Inform connectingmackay.com.au/sydney-street-water-main-replacement	The project is progressing well although there have been delays due to the wet weather. The contractor Roebuck Civil recently did a walk around to businesses, providing them with an update on the project. The Connecting Mackay page has been updated.
East Point Access Inform No website currently	The East Point access was tabled at the last council meeting. Once a decision is made, there will be a media release, and an email to stakeholders who attended the early consultation session that was run by Development Services, letter drops to residents in the area, and a Connecting Mackay page.
Sydney and Alfred streets intersection upgrades Inform No website currently connectingmackay.com.au/riverfront-revitalisation-project	Safety improvements will be happening at the intersection of Sydney and Alfred streets. The works are expected to start mid-June. Engagement has been ongoing with the property owners and tenants directly affected by the works regarding driveway access during the works. Notification letters will be letter dropped to surrounding residents and business. A Connecting Mackay page will be created, a media release and social media will be done for the project and email regarding the project. The Connecting Mackay page has been updated and the project has been publicised on Council Connect and radio commercials. Media releases, social media posts and letter box drops will be completed regularly.
Sarina Local Coastal Management Plan	The draft Sarina Local Coastal Plan has been approved for engagement activities. An engagement plan has been

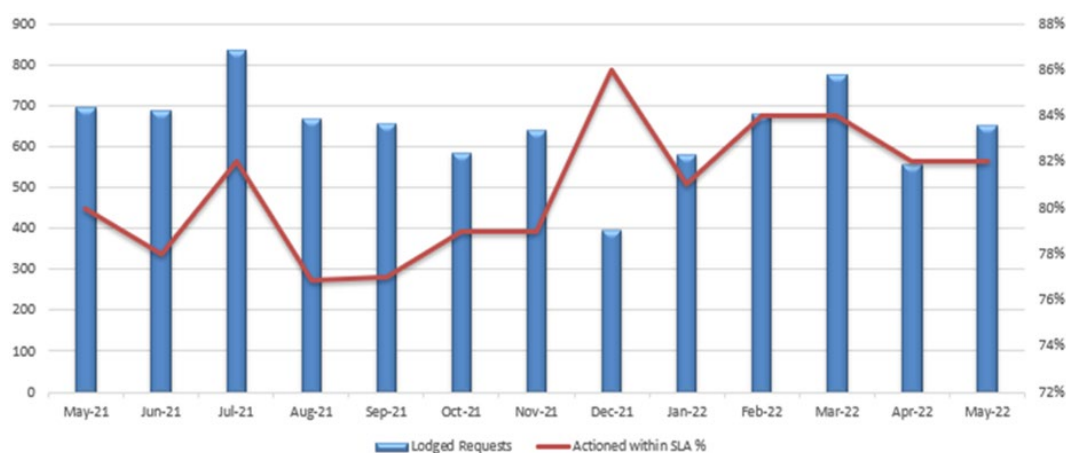
Consult No website currently	created and discussions will begin in June with stakeholders to discuss the draft plan. A consultation session will be arranged for the public to put their thoughts forwards on the draft plan.
Celeber Drive streetlight works Inform connectingmackay.com.au/celeber-drive-streetlight-works	Works are scheduled to start early June in Celeber Drive for replacement of two streetlights. Phone calls were made to the day care centre and school about the upcoming works, followed up by an email, a notification letter was letter dropped to the nearby residents and businesses, as well as a message scheduled for council's Facebook page to inform those in the area. A Connecting Mackay page has been done.
Shinn Street water main works Inform connectingmackay.com.au/shinn-street-water-main-works	Works are scheduled to start early June in Shinn Street, North Mackay, for a new water main. A notification letter was letter dropped to the nearby residents and businesses. These works will include a four-to-six-hour water interruption and the directly affected residents will receive 48 hours notification ahead of this taking place. A Connecting Mackay page has been done.
Southern sewer rising water main repair Inform connectingmackay.com.au/sewer	Key stakeholders have received notification of the rescheduled works. A confirmation letter of works going ahead was planned to be distributed to these stakeholders three days out from the June 4 repair.
Mirani Community Precinct Inform connectingmackay.com.au/mirani-community-precinct	The Mirani Community Precinct flyer has been updated for the Mackay Show display.
Woodlands District Park Inform connectingmackay.com.au/mirani-community-precinct	Communication material for stage one works has been prepared and to be distributed in June. Stakeholder meetings have occurred with leaseholders and a disability service provided.
Seaforth Esplanade redevelopment Inform connectingmackay.com.au/seaforth-esplanade-redevelopment	Communication material for these works has been prepared and the progress association contacted to assist its distribution.
Hume Street water main replacement (Bridge Road to Lagoon Street) Inform connectingmackay.com.au/hume-street-water-main	Notification letters have been distributed advising of upcoming works. The letters for upcoming road closures associated with this project are being drafted.
eScooter trail Consult and Inform	The stakeholder list is currently being developed.

7. Health & Regulatory Services

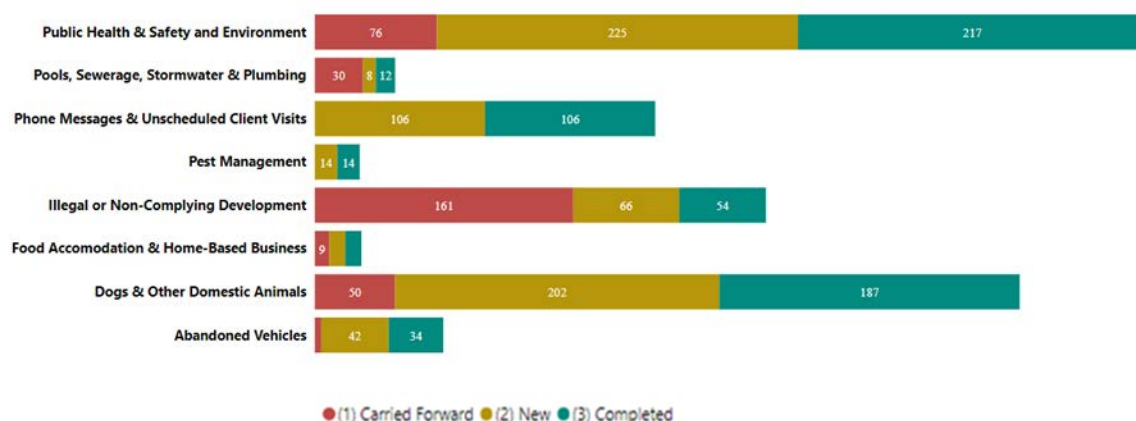
Customer Requests

Throughout May 2022, 653 requests for service were received, compared with 558 requests for April 2022.

82% 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.



Customer Request Status Tracking



Animal Registrations - Number of Dogs & Cats Registered

From the commencement of the animal registration renewal period on 1 June 2021 to the end of May 2022, the numbers of new and renewed cat and dog registrations has continued to increase compared to previous years. The total number of animals registered at the end of **May 2022** is **17,596**.

Animal Type	Registrations May 2022
Cat	2,842
Dog	14,754

Proactive Patrols

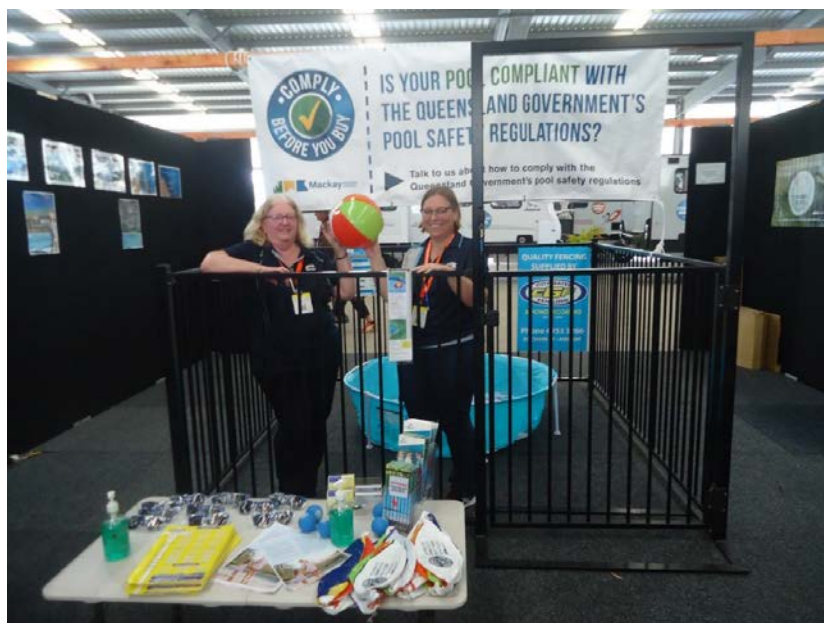
Proactive Patrols are conducted at times when dog owners are most likely to be walking with their pets.

During May 2022, 32 patrols were conducted across the region at locations including East Mackay, North Mackay, Ooralea, Slade Point, South Mackay, Walkerston, West Mackay, Andergrove, Queens Park, Bucasia, Gooseponds, Royal Sands, Rural View, Shoal Point, Blacks Beach, Ball Bay, Haliday Bay, Seaforth, Mackay Harbour.

158 dogs were identified on leash, 6 people were cautioned and provided education at North Mackay, East Mackay, Andergrove, Blacks Beach and East Mackay, 2 people were issued an infringement for their dog not being on a leash at South Mackay.

Development Compliance

The Development Compliance team attended the Mackay Expo from 20 – 22 May at the Mackay Showgrounds as part of the Pool Safety Campaign. The team reported over 67 extended interactions with customers over the three days, answering a range of questions in relation to pool safety including spas, inflatable pools, fencing and CPR signage requirements.



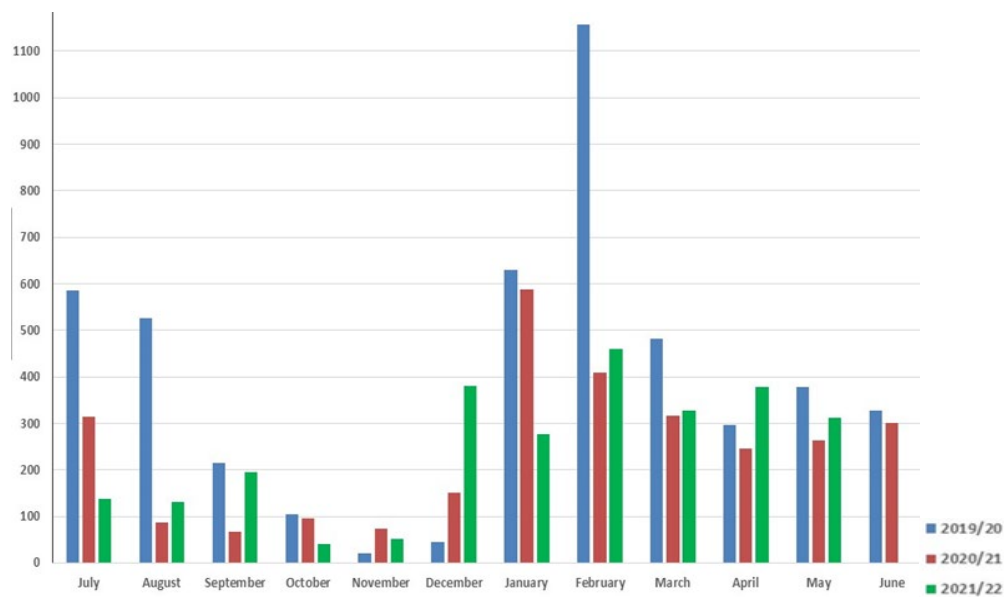
Pictured is Building Governance Officer, Carmel Duggan and Development Compliance Officer, Theresa Debbage-Philp

Vector Control

The table below represents the mosquito control work carried out by the Vector Control team in May 2022.

Sites Inspected	Sites Treated	Hectares Treated
107	75	312

Hectares Treated for Mosquitos







Licensing and Approvals Summary for May 2022

Premises	Premises Inspected	% Compliant	% Non - compliant	New and Renewal Applications Approved
Accommodation	2	50%	50%	1
Public Swimming Pool	2		100%	1
Temporary Food	3	100%	-	1
Caravan Park	-	-	-	1
Skin Penetration	9	78%	22%	-
Temporary Entertainment Event	2	100%	-	2
Total	18			6

Premises	Premises Inspected	5 Star	4 Star	3 Star	2 Star	0 Star	New and Renewal Applications Approved
Food Business	26	0	1	20	4	1	99

Basic summary of star rating meanings

 5 Star	Excellent performer – Excellent record keeping, procedures, cleanliness and sustainable food safety practices.
 4 Star	Very good performer – Very good cleanliness, food safety practices and some records and procedures.
 3 Star	Good performer – Good level of compliance and overall acceptable standard. Clean and meeting legislation.
 2 Star	Poor performer – Low level of compliance, more effort required. I.e. Very unclean premises, poor hygiene practices.
NO STAR	Non-compliant performer – A general failure to comply, with major effort required to rectify issues. Critical non-compliances. I.e. Very unclean premises, poor hygiene practices, incorrect temperatures and presence of pests and vermin.

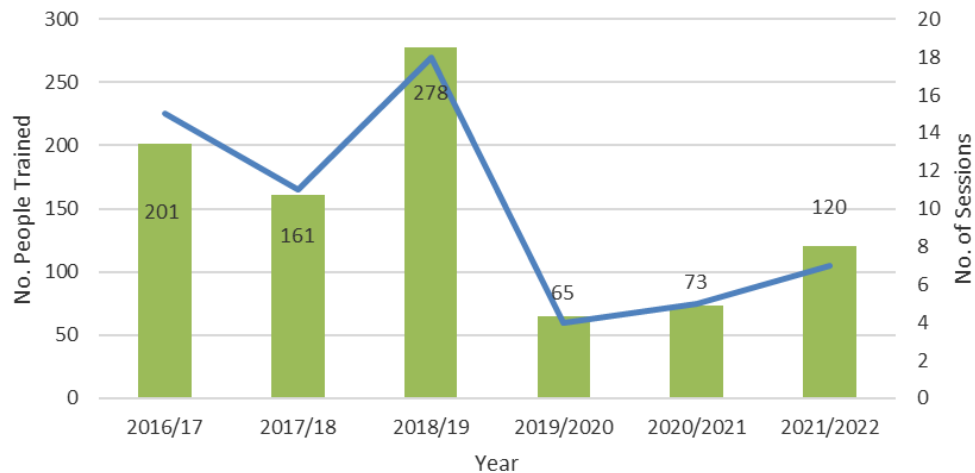
Note – Officers actively work with business operators to achieve compliance using appropriate regulatory tools.

Eat Safe Overall Ratings

99% of food businesses have achieved a rating of 3 star, or better.

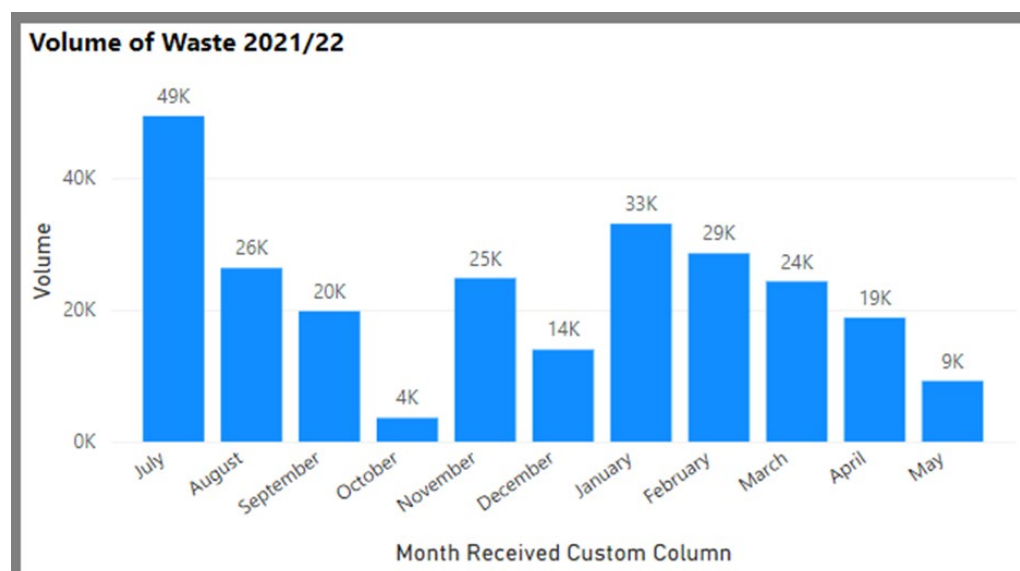
Education and Training Sessions

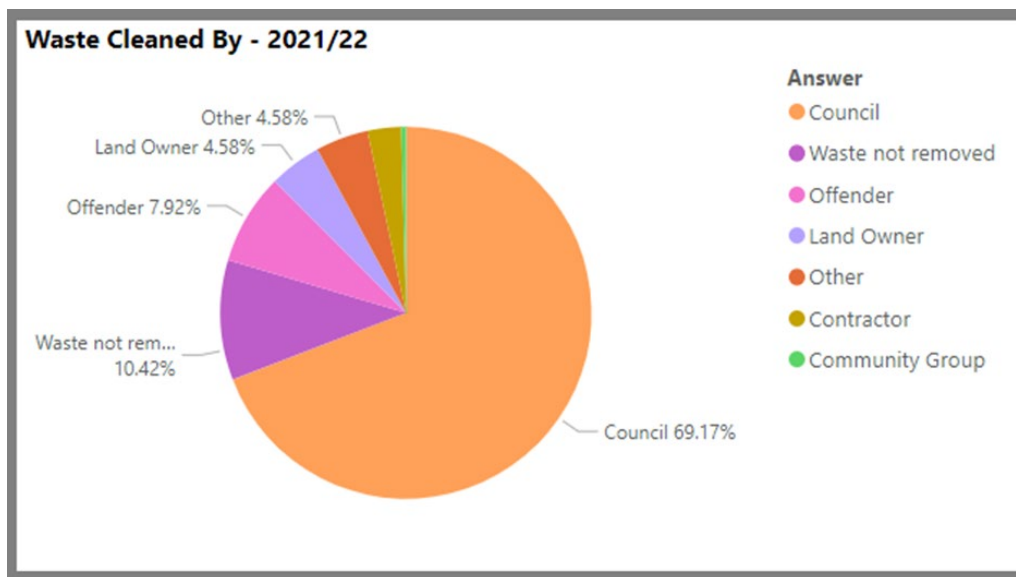
Food training sessions are conducted for non-profit organisations and for festival and events.
Summary of sessions conducted:



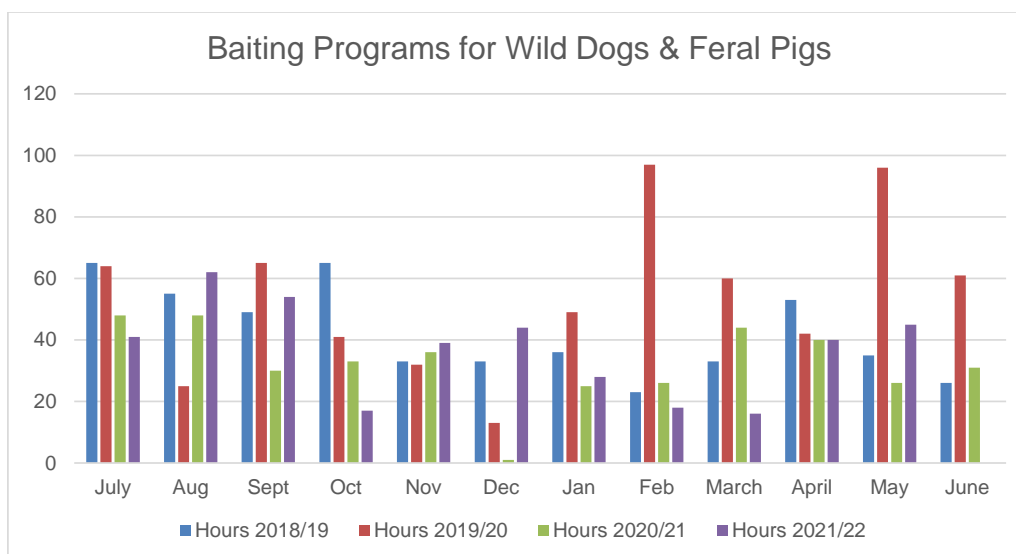
Illegal Dumping and Littering

Improved collection of information relating to illegal dumping and littering now allows a more comprehensive analysis of the volume (litres) of waste dumped each month and who has taken action to clean up dumped waste.

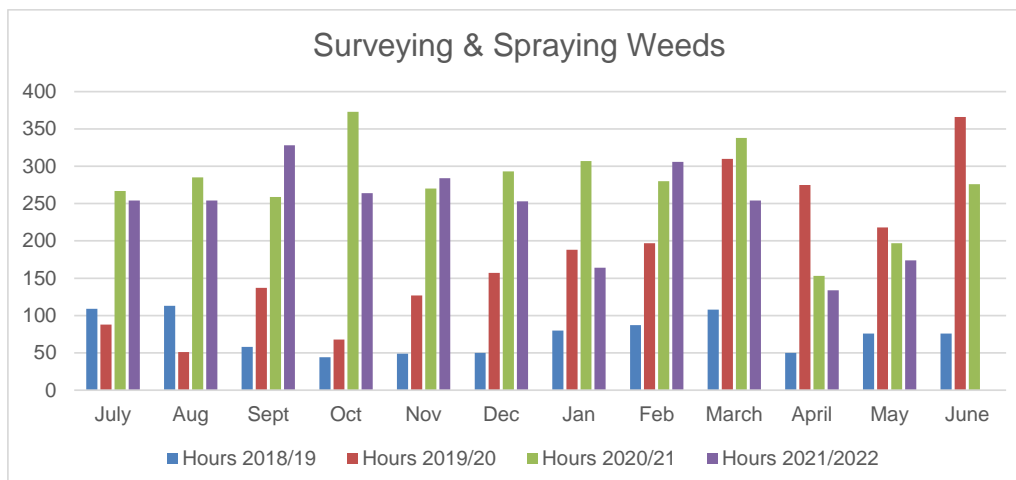




Pest Management



The hours noted above include preparation activities and conducting baiting sessions. Baiting is not conducted in wet weather due to the ineffectiveness.



Surveying and spraying are conducted on roads. Surveying is also conducted on private property throughout the region.

Points of interest:

Bloomsbury Woody Weed Workshop

The Bloomsbury Woody Weed Workshop funded by Australian Government's Reef Trust and Mackay Regional Pest Management Group, was held on 12 May 2022, with 40 landholders attending.

Nathan March and Kayler McMullin (Department of Agriculture and Fisheries); Maria Ferraro and Shelley Molloy (Mackay Regional Council) and Melissa Hayes (Whitsunday Regional Council) presented at the Workshop.

Topics covered all aspects of controlling woody weeds, management planning, identification techniques and tools, prioritising, right chemical choice and application. The top 3 woody weeds mentioned for our region include Pond Apple, Giant Sensitive Plant, Bellyache Bush. Also mentioned were Sicklepod, Rubber Vine and Parthenium.

The workshop was well received and generated discussion with a common concern raised about chemicals not being available. Plans for a grasses workshop in the future are being discussed.



Pest Management Officer, Maria Ferraro presenting information regarding woody weeds located in the Mackay & Whitsunday regions



Pest Management Team Leader, Shelley Molloy demonstrating practical application techniques

Wild Dogs on the move

Landholders have been reporting wild dog sightings and attacks to Council throughout April and May. From coastal peri-urban areas at Halliday Bay to rural areas at Mt Vince and Walkerston.

Council began baiting in April and Officers encouraged landholders to be vigilant throughout April, May, and June. The increased Wild Dog activity was because females were ready to breed, juveniles were looking for a new home range and mature males were seeking to breed.

Signs of activity include increased sightings and howling. Domestic dogs will be on edge barking during night and early in the morning.

Precautions for domestic animals include kennelling dogs at night and having them on a lead when toileting them first thing in the morning. Where landholders have livestock e.g., sheep or goats, having secure enclosures (dog mesh fencing) and ensuring all fence-lines are well maintained is important. If possible, placing livestock into a shed at dusk can provide further protection.



Wild Dog trapped in the Pioneer Valley

Trapping Feral Pigs with fermented corn

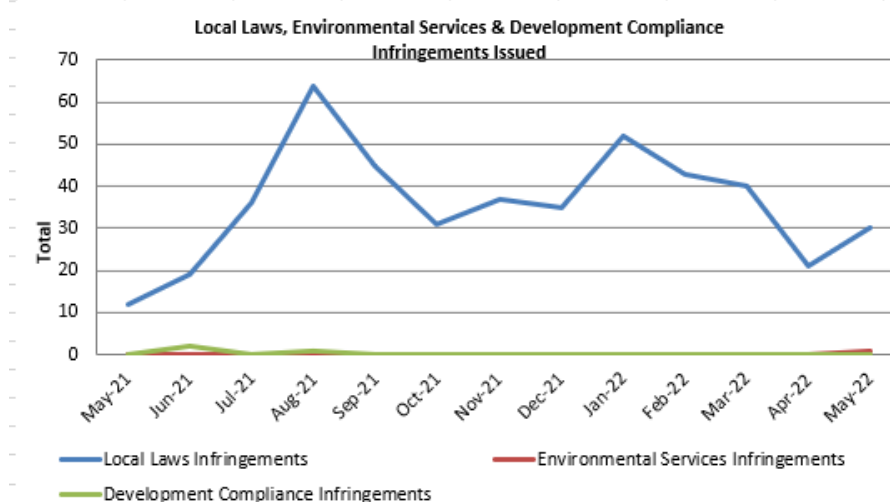
Pest Management Officer, Mark Oswald worked with a landholder who had feral pigs digging up their lawn in the Alligator Creek area. The property was too small and neighbours too close for a baiting program so a pig trap baited with fermented corn was used and 15 pigs were successfully trapped over a 2-week period.



Feral Pigs trapped

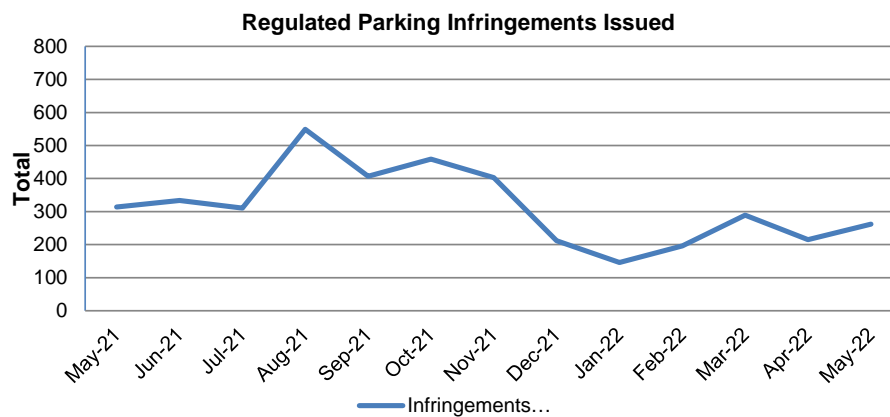
Monthly Infringements Activity

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



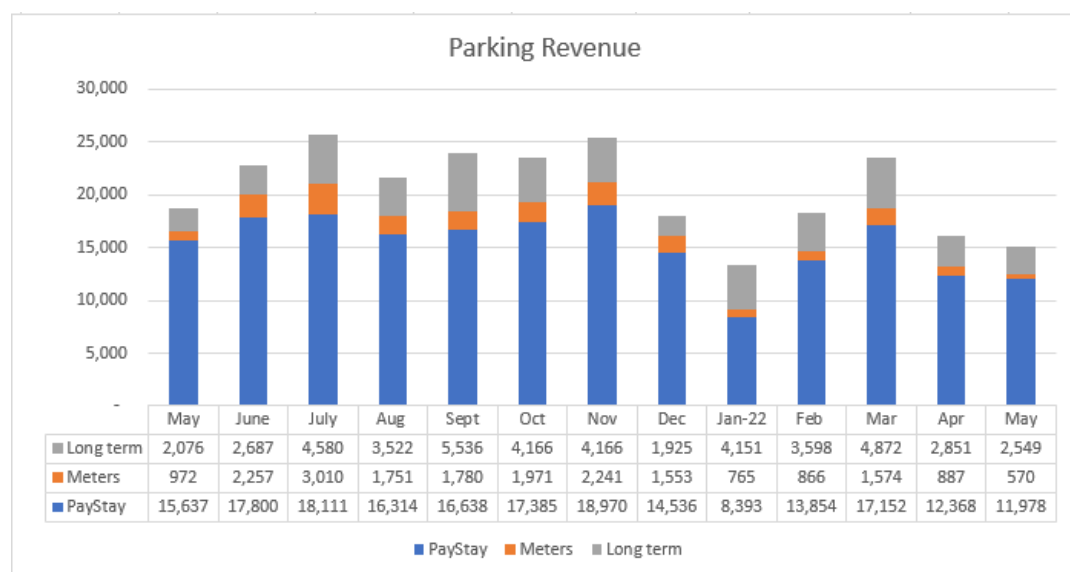
Infringements Issued – May 2022

Local Laws Infringements	Environmental Services Infringements	Development Compliance Infringements
<ul style="list-style-type: none"> Animal not registered within 14 days (10) Animal wandering at large (8) Fail to comply with compliance notice (6) Fail to comply with minimum standards (2) Overgrown allotment more than once in 12 months (3) Owner must ensure cat or dog is implanted (1) 	<ul style="list-style-type: none"> Deposit litter – individual (1) 	<ul style="list-style-type: none"> Nil



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

Off Street Car Parking – PayStay



Revenue from each form of paid parking has remained consistent in comparison to April with a slight decrease in revenue from Meters.

11.4. DEVELOPMENT SERVICES

11.4.1. ACTIVATE MY PLACE (AMP!) ROUND 4 - APPLICATION REVIEW AND RECOMMENDATION

Author	Principal Economic Development Officer (Nadine Connolly)
Responsible Officer	Director Development Services (Aletta Nugent)
File Number	Activate My Place - Round 4
Attachments	Nil

Purpose

To ratify the Activate My Place (AMP!) Round 4 recommendations.

Related Parties

Finch Hatton Progress Association
Maltese Corner Fundraising Group Inc – Evelyn Vassallo
Visit Keswick Island – Eva Dawn Browne-Paterson
Soulful Entertainment – Natasha Hardiman
Lalune Croker
Sulthana Health Services Pty Ltd – Dr Syed Basheer Ahmed

Corporate Plan Linkage

Priority: Live and Visit

- *Live, visit and play:* We have a diverse mix of accessible spaces to live, visit and play.
- *Enhance liveability:* We have a range of housing and social infrastructure options that supports a great quality of life and wellbeing in our community.
- *Places and spaces:* We provide well planned and designed places, facilities and infrastructure that meet the needs of our residents and visitors.
- *Community participation and active lifestyles:* Our region is vibrant and culturally rich, home to a wide variety of events, experiences and attractions.

Priority: Community and Environment

- *Safe, healthy and engaged region:* Our region is a safe and resilient community, with services that support high standards of public health, and extends friendship and support to each other through both good and challenging times.
- *Arts, culture and heritage:* We invest in the Mackay region's arts and culture and protect the rich cultural heritage and history of our region in line with council's Arts and Cultural Development Policy.

Background/Discussion

The Activate My Place (AMP!) grant program was established in 2018 and has been delivered in the 2018/19, 2019/20, 2020/21, and 2021/22 financial years. AMP! offers funding to deliver programs, projects and/or events that enhance the amenity, activity and appearance of a place. The intention of the program is to empower communities to create spaces where people feel connected, resulting in more vibrant and engaged communities, thriving local economies, and an enhanced quality of life. The program is available to individuals, businesses and organisations in the Mackay Region who have an appreciation of placemaking, can demonstrate community support, and have the ability to manage the project.

Over the last few years, the AMP! program has supported standout projects such as the Slade Point Water Tower, 5th Lane public art, an indigenous healing garden project at the Mackay Base Hospital, Sarina Beach amenities beautification, 9th Lane mural, and the Marian State School mural.

Round 4 of AMP! was opened for a ten-week period from January 28 until April 8. The Economic Development team actively worked with the Corporate Communications team to promote the program via LinkedIn, social media platforms (Facebook and Instagram), radio, eNewsletters, Council Connect and media releases to ensure there was awareness of the program. Economic Development Officers also reached out to progress associations and partner organisations to promote the program.

A total of seven AMP! applications were received by the close of the round. There was a approved 2021/2022 budget allocation of \$30,000, however, grant requests from all the applications submitted totalled \$88,072.90.

The applications were assessed by a panel consisting of the Manager Economic Development and Tourism, Director of Artspace, Principal Economic Development Officer and Economic Development Officer. All assessment officers confirmed there was no conflict of interest prior to assessing each funding application.

Applications were assessed on April 21, against the following criteria as detailed in the grant guidelines:

Essential:	<ol style="list-style-type: none"> 1. The project is proposed in a publicly accessible location in the Mackay Local Government Area 2. Ability to obtain all development approvals, permits and licenses (where public art is proposed, the applicant must obtain prior written approval from Council before the installation of any public works). 3. Ability to obtain public liability insurance to a minimum of \$20,000,000.
Desirable:	<ol style="list-style-type: none"> 1. The project will create vibrant, innovative, and inclusive places. (30%) 2. The project will encourage people to visit, invest, live, work, play and spend time in a place. (25%) 3. The application shows or creates collaboration between individuals or groups and connects with the broader community. (20%) 4. The application demonstrates the applicant's ability to deliver the project to a high standard within 12 months of date of approval. (15%) 5. The application demonstrates a reasonable financial contribution to the project (in-kind or cash). (10%)

The received applications and assessment panel recommendations are provided below:

Applicant Name:	Finch Hatton Progress Association
Project Name:	Art Trail – 4th Phase – Flood Wall
Total Project Value:	\$10,526
Funding Amount Requested:	\$5,376
Project Summary:	Funding is being sought for the fourth and final phase of the 'Finch Hatton Art Trail'. The project is supported by the Finch Hatton Progress Association and the wider community. The project will include a series of artworks digitally printed onto ACM hexagons (symbolising the community nature of a bee), which will then be attached to the levy wall at Finch Hatton. The levy wall is a key place of gathering for the Finch Hatton community and tourists – the ideal place to celebrate the identity and uniqueness of the community. The artwork celebrates the history of the area at the same time as building on the identity of Finch Hatton as an arts and culture hub and tourist destination. This project has been developed over many years with locals having input into the project's development.
Assessment Panel Comment:	The panel noted the application was another worthy stage of an existing placemaking project. Local artists would be engaged and input from community was demonstrated. The project has previously received funding from AMP! for earlier stages.
Assessment Panel Recommendation:	Not recommended for approval in this round due to competitive nature of the funding and having received funding in previous years.

Applicant Name:	Maltese Corner Fundraising Group Inc – Evelyn Vassallo
Project Name:	Maltese Corner Monument Project
Total Project Value:	\$250,000
Funding Amount Requested:	\$15,000
Project Summary:	The Maltese Corner Fundraising Group Inc is seeking a grant to construct three life-sized bronze statues at the “Maltese Corner,” corner of Wood and Victoria Streets in Mackay City Centre. The statues will represent the original Maltese migrants who used to meet at the corner to talk and often do business. The proposed artwork will bring to life a 1994 photo of local Maltese men seated on benches at the corner and in deep conversation. Local artist Kay Paton will be engaged to create the artwork. She will use high quality silicon bronze to cast the sculptures.
Assessment Panel Comment:	Applicant has demonstrated the project has significant financial support from the community. Project would engage an experienced, local bronze sculptor and will tell a unique, local, site-specific story of Mackay's heritage. The project would create a sense of place, connect with our community, and enhance the amenity of the City Centre.
Assessment Panel Recommendation:	Recommended for approval.

Applicant Name:	Visit Keswick Island – Eva Dawn Browne-Paterson
Project Name:	Keswick Island Art Trail - Creation, Installation and Launch
Total Project Value:	\$38,251.60
Funding Amount Requested:	\$13,400.90
Project Summary:	Keswick Island Progress Association (KIPA) members have been collecting rubbish from the beach and reporting it to the Australian Marine Debris Initiative. Instead of disposing of the debris, the association formulated the idea of recycling the rubbish and creating an art trail on Keswick Island that could benefit both the locals and visitors to the island. The proposed activity will involve local artisans who will create nine high-quality artistic pieces and incorporate these into an art trail at key locations on Keswick Island.
Assessment Panel Comment:	The panel agreed that this is a unique placemaking/public art project that could attract visitors to the island. The application showed good detail in planning and the applicant has sought additional sponsorship to deliver the project. The panel recognised how this project will support the Keswick Island community, encourage vibrancy, create sense of place, provide an activity for visitors to the island, and support the recently established boat tours operating to Keswick Island.
Assessment Panel Recommendation:	Recommend for approval.

Applicant Name:	Soulful Entertainment – Natasha Hardiman
Project Name:	Loud Mouth
Total Project Value:	\$22,080
Funding Amount Requested:	\$10,000
Project Summary:	The intention of Loud Mouth Events is to showcase Mackay's original music bands and singer songwriters for a one day mini festival, combining music and art with wellbeing. The organisers will collaborate with Grapevine, suicide prevention, youth services, and Headspace to provide information of these services to the community. The proposed event will activate the Botanic Gardens amphitheatre and will be a free event.
Assessment Panel Comment:	The panel agreed that this was an innovative placemaking and activation idea. Applicant still needs to find additional funding for the event. Detailed event planning still needs to be completed which may impact current

	budget. The event has been proposed for March 2023, consequently, the applicant could submit a funding request to a future round or other funding source.
Assessment Panel Recommendation:	Not recommended for approval in this round due to competitive nature of the funding and feedback from the panel that further event planning and detailed budget be completed.

Applicant Name:	Lalune Croker
Project Name:	A Sense of Place
Total Project Value:	\$16,398
Funding Amount Requested:	\$9,498
Project Summary:	This place making project is based in Calen and involves painting a mural on a prominent dilapidated haberdashery building. The artwork will celebrate the history of the building, with the addition of contemporary street art mandala designs wrapping around to the street front. The contemporary design will contribute to a sense of community pride and community connection and increase tourism exposure.
Assessment Panel Comment:	The panel acknowledged that experienced mural artists were identified for the project. VAAC (Visual Arts Advisory Committee) has provided conditional approval based on review of the final mural design. Potentially eligible for a future round or other funding source.
Assessment Panel Recommendation:	Not recommended for approval in this round due to competitive nature of the funding. Recommend applicant reapply for funding once VAAC approval has been finalised.

Applicant Name:	Sulthana Health Services Pty Ltd – Dr Syed Basheer Ahmed
Project Name:	Native Mural – 24 Broad Street, Sarina
Total Project Value:	\$12,958
Funding Amount Requested:	\$12,958
Project Summary:	The proposed mural represents the landscape of Sarina and surroundings, indicating the wealth of nature and native animals.
Assessment Panel Comment:	The application did not demonstrate community engagement in the development of the project. Financial contribution from other sources was limited. No VAAC approval has been received at this stage. Applicant could consider engaging a local community artist to coordinate the project on their behalf. With demonstrated community support this could be a good project for a future round.
Assessment Panel Recommendation:	Not recommended for approval in this round due to competitive nature of the funding. The application requires further work, particularly around community engagement.

Applicant Name:	Sulthana Health Services Pty Ltd – Dr Syed Basheer Ahmed
Project Name:	Mural NAIDOC Day Indigenous – 24 Broad Street, Sarina
Total Project Value:	\$27,300
Funding Amount Requested:	\$21,840
Project Summary:	The proposed mural celebrates NAIDOC Day / Indigenous people of the Sarina area and a memorial for ANZAC and returned servicemembers.
Assessment Panel Comment:	The application did not demonstrate community engagement in the development of the project. Financial contribution from other sources was limited. No VAAC approval has been received at this stage. Applicant could consider engaging a local community artist to coordinate the project on their behalf. With demonstrated community support this could be a good project for a future round.

Assessment Panel Recommendation:	Not recommended for approval in this round due to competitive nature of the funding. The application requires further work, particularly around community engagement.
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Business and Regional Benefits

The AMP! placemaking program was first introduced in 2018 and has provided over \$63,000 in funding to nine regional projects. The projects recommended for approval in Round 4 comply with the grant guidelines and demonstrate the ability to create vibrancy, empower communities, have the potential to enhance quality of life, and improve local economies.

Consultation and Communication

The AMP! program was actively promoted to all eligible applicants across the region including not-for-profit groups, registered businesses, entrepreneurs, sole traders, partnerships, and progress associations.

The Economic Development team worked with Corporate Communications to promote the grant program via media releases, social media platforms, e-newsletters, website, Council Connect, and radio advertisements, to maximise awareness of the program. Information on the funding round was also distributed to regional progress associations.

Resource Implications

Grant requests under Round 4 of the AMP! grant program totalled \$88,072.90, however, the approved operational budget for the program is \$30,000. The recommended projects are within the approved operational budget for placemaking initiatives for the 2021/2022 financial year.

Risk Management Implications

The risks associated with facilitating a grants program include the potential for non-completion of works by applicants. This has been mitigated by using a rigorous application, assessment and acquittal process managed by the Economic Development team.

The Economic Development team will regularly liaise with successful grant recipients to offer support and advice to ensure they complete their projects within the agreed timeframes.

Conclusion

The AMP! Grant Program provides funding for placemaking projects that will deliver vibrant, activated spaces in our region. The applications recommended by the Economic Development team support the desired outcomes of the funding program and will deliver community-driven activations.

It is recommended that two applications receive funding approval to a combined total of \$28,400.90.

Each of the recommended projects have demonstrated community engagement in the development of their project, financial contribution to the project, and commitment to delivering quality activations.

Officer's Recommendation

THAT funding to the following applicants be endorsed, for the amounts stated in the table below, to a total of \$28,400.90.

Applicant	Project	Total Project Budget	Requested Funding	Recommended Funding
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Visit Keswick Island – Eva Dawn Browne- Paterson	Keswick Island Art Trail – Creation, Installation and Launch	\$38,251.60	\$13,400.90	\$13,400.90
Maltese Corner Fundraising Group Inc – Evelyn Vassallo	Maltese Corner Monument Project	\$250,000	\$15,000	\$15,000.00
Total Funding				\$28,400.90

Mayor Williamson noted that Cr Jones had previously highlighted her involvement in the Finch Hatton Progress Association but noted that the funding decision was made by the Officers with Councillors being asked to ratify that decision.

Council Resolution ORD-2022-138

THAT funding to the following applicants be endorsed, for the amounts stated in the table below, to a total of \$28,400.90.

Applicant	Project	Total Project Budget	Requested Funding	Recommended Funding
Visit Keswick Island – Eva Dawn Browne- Paterson	Keswick Island Art Trail – Creation, Installation and Launch	\$38,251.60	\$13,400.90	\$13,400.90
Maltese Corner Fundraising Group Inc – Evelyn Vassallo	Maltese Corner Monument Project	\$250,000	\$15,000	\$15,000.00
Total Funding				\$28,400.90

Moved Cr Mann

Seconded Cr Hassan

Cr Mann noted that looking at the successful projects, the intent of the funding, which is to empower communities to create spaces where people feel connected, has certainly been met.

CARRIED

**11.4.2. FACILITATING DEVELOPMENT IN THE MACKAY REGION POLICY - AUSTRALASIAN
CONFERENCE ASSOCIATION LTD - CARLISLE ADVENTIST CHRISTIAN COLLEGE STAGES 2 &
3 & 3A - 17 HOLTS ROAD, BEACONSFIELD**

Author	Director (Aletta Nugent)
Responsible Officer	Director Development Services (Aletta Nugent)
File Reference	FDP - Carlisle Adventist Christian College
Attachments	<ol style="list-style-type: none">1. Carlisle Adventists Christian College Stages 2,3 (D A-2017-58 B) - Approved Plans [11.4.2.1 - 3 pages]2. Carlisle Adventist Christian College Stage 3 A D A-2020-209_ - Approved Plans Q Tnq 24 led 0 G E 70 [11.4.2.2 - 5 pages]

Purpose

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

Related Parties

Australasian Conference Association Ltd
Carlisle Adventist Christian College
Seventh-day Adventist Church - Northern Australian Conference
RPS Group

Corporate Plan Linkage

Live and Visit

Places and Spaces - We provide well planned and designed places, facilities and infrastructure that meet the needs of our residents and visitors.

Background/Discussion

The proposed development by Australasian Conference Association Ltd relates to extensions to Carlisle Adventist Christian College Stages 2, 3 & 3A, located at 17 Holts Road, Beaconsfield (Lot 31 on SP295296).

The approved development is designed to increase the capacity of the School to meet the growing community need. The new hospitality/food technology wing allows the curriculum to be expanded to provide subjects not previously offered at the School. The expansion will enable an additional 125 students to be accommodated, with 3-4 additional full time equivalent staff required to support the growth.

The total investment in the buildings, equipment and facilities is approximately \$2.85M. A local building company, Fergus Construction, was awarded the construction contract with works commencing in 2021 and completed in early 2022.

The College is owned by the Australasian Conference Association Ltd, which is a not-for-profit registered charity.

The applicant's development applications for Stage 2 and 3 (DA-2017-58/B) were amended on 24 February 2021, and Stage 3A (DA-2020-209) was approved on 16 March 2021.

Incentive Requests

The applicant submitted an Expression of Interest under the Facilitating Development in the Mackay Region Policy (Policy) on 14 May 2021, and the subsequent Stage 2 Application was received on the same day.

Following the Notified Motion and Council resolution on 26 May 2021 to review the Policy, all applications under the Policy were placed on hold until the review process was complete. The revised Policy was endorsed at the Council meeting on 9 February 2022, and as such, this application is now presented to Council for consideration.

The applicant is seeking concessions under *Schedule 6 Communities Facilities*, and their application has been assessed against Version 7 of the Policy, which was in effect at the time of submission.

The following concessions have been requested:

- Schedule 6 Communities Facilities – seeking 100% concession on infrastructure charges:
 - Infrastructure Charges:
 - DA-2017-58/B - \$143,559.19
 - DA-2020-209 - \$41,867.29

Total = \$185,426.48

- Requested concession (100%) = \$185,426.48
- Charges payable = \$0

In accordance with *Schedule 6 Community Facilities* in Version 7 of the Policy, infrastructure charges may be reduced up to 100% based on the net charge amount identified on the Infrastructure Charges Notice (after the application of any offsets) for not-for-profit groups that are a recognised charity, to a maximum concession value of \$1,000,000.

General Eligibility Criteria

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

Based on information provided by the applicant, the proposed development satisfies the requirements under the General Eligibility Criteria in *Schedule 6 Community Facilities*, as follows.

Criteria	Eligibility
Timing of development Lots are registered within 2 years.	Commencement of construction – July 2021 Commencement of use – July 2022 The applicant's submission has been on hold during the Policy review period, however, commercial realities have required that the development continue through to construction. The applicant applied under the Policy prior to commencement of construction, and for this reason, the application is considered to be "live" until it can be presented to Council.
Non-Government Development	Yes
Infrastructure capacity	The applicant advised services were already available to the site, and no external or trunk infrastructure upgrades were required to service the development. As per the Infrastructure Charges Notices, no offsets or refunds were applicable to DA-2017-58/B or DA-2020-209.

Specific Eligibility Criteria

Based on information provided by the applicant, the proposal satisfies the requirements under the Eligibility Criteria in *Schedule 6 Community Facilities* of the Policy:

Criteria	Eligibility
Economic Investment The applicant must demonstrate that the minimum capital investment in the development is equal to or greater than \$100,000.	<ul style="list-style-type: none"> Estimated construction cost of development is \$2.85M. Based on Council's economic modelling, a direct injection of \$2.85M (construction costs) will result in combined supply chain and consumption effects of \$3.77M, totalling \$6.62M economic impact. The applicant has committed to utilising local contractors and suppliers during construction of the development.
Employment Generation	<ul style="list-style-type: none"> The applicant has proposed that the development will generate approximately 25 positions during the construction period. Based on Council's economic modelling, the project will generate 4 direct and 11 indirect jobs, totalling 15 jobs during construction. Post construction, the applicant anticipates 3-4 new permanent jobs will be created as a result of the development. The applicant committed to utilising local contractors and suppliers during construction of the development.
Applicable Area Appropriately zoned land.	The development is on appropriately zoned land in the urban area.
Applicable Land Uses The policy applies to material change of use (MCU) for uses that will provide new or additional facilities that support the community. The uses must be consistent with "applicable land uses" under Schedule 6	The development application was for a Material Change of Use for an Educational establishment which is identified as an applicable use under Schedule 6.

Business and Regional Benefits

Based on the information provided by the applicant, the development supports increased business activity across the local construction industry and provides additional employment opportunities in the education sector.

The applicant has submitted that the development will deliver immediate benefits to the Mackay region's economy, such as:

- The project demonstrates a direct injection of \$2.85 million into the regional economy, resulting in an increase of total output, including all direct, supply-chain and consumption effects, by up to \$6.62 million.
- The project will result in increased business activity across a number of industry sectors, benefiting the communities and businesses of Mackay region.
- The expansion will allow the school to meet the growing need within the community.
- The new buildings will increase the capacity of the school – accommodating up to 125 additional students. This will include two new grades (P-12) and some natural growth of the school.
- Post construction, 3-4 additional positions will be established.
- The new hospitality wing allows the school to expand the curriculum and provide subjects not previously offered at the school.
- The new buildings will provide purpose built teaching facilities (e.g. hospitality/food tech classroom) and fewer shared spaces (e.g. classrooms, staffroom, canteen and library).

Consultation and Communication

The Development Planning & Engineering program has considered the development applications through the statutory assessment provisions under the *Planning Act 2016*. As part of this assessment process, other relevant sections of Council were consulted.

The Director 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 gives rise to total infrastructure charges of \$185,426.48 (+ annual adjustments).

Under *Schedule 6 Community Facilities*, infrastructure charges may be reduced up to 100% based on the net charge amount identified on the Infrastructure Charges Notice (and after the application of any offsets and credits) for not-for-profit groups that are a recognised charity, to a maximum concession value of \$1,000,000.

It is proposed that infrastructure charge concessions only apply to the net charge amounts calculated following the subtraction of any offsets and credits. The application of this methodology will ensure that the granting of concessions does not introduce any additional infrastructure costs to Council.

	Gross Infrastructure Charge (IC)	Credit / Offsets	Net Infrastructure Charge (IC minus Credit)	Concession (%)	Concession (\$)	Charges Payable
DA-2017-58/B	\$143,559.19	\$0	\$143,559.19	100%	\$143,559.19	\$0
DA-2020-209	\$41,867.29	\$0	\$41,867.29	100%	\$41,867.29	\$0
TOTAL					\$185,426.48	\$0

Risk Management Implications

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

- An existing development approval is in place and on-site infrastructure requirements have been reviewed as part of the assessment process;
- 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 in place for claiming approved concessions. If the use has not commenced within the recommended timeframe, the concessions will no longer be applicable and 100% of the Infrastructure Charges will be payable;
- Council can review the application of the Policy at any time.

Conclusion

The Policy provides incentives for developments 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 6 Community Facilities* of the Policy and the increased economic output for the region.

Officer's Recommendation

THAT the following Specific Incentive is approved under the Facilitating Development in the Mackay Region Policy for Australasian Conference Association Ltd for the extensions to Carlisle Adventist Christian College Stages 2, 3 & 3A, located at 17 Holts Road, Beaconsfield (Lot 31 on SP295296):

- a. Concession of 100% (estimated at \$185,426.48) be applied against the net charge amount, calculated following annual adjustments and subtraction of any offsets and credits, in relation to:
 - o Material Change of Use – Educational Establishment – Extensions Stages 2 and 3 (DA-2017-58/B); and
 - o Material Change of Use for Educational Establishment – Extensions Stage 3A (DA-2020-209).

AND THAT the approval of concessions is dependent on:

- a. The development must be completed and commenced use by 8 June 2024.
- b. No additional infrastructure costs incurred by Council (including establishment and bring forward costs).
- c. The developer utilising local contractors and suppliers.

The Director for Development Services Aletta Nugent, advised that this application is consistent with the policy and the recommendation is for its approval.

Council Resolution ORD-2022-139

THAT the following Specific Incentive is approved under the Facilitating Development in the Mackay Region Policy for Australasian Conference Association Ltd for the extensions to Carlisle Adventist Christian College Stages 2, 3 & 3A, located at 17 Holts Road, Beaconsfield (Lot 31 on SP295296):

- a. Concession of 100% (estimated at \$185,426.48) be applied against the net charge amount, calculated following annual adjustments and subtraction of any offsets and credits, in relation to:**
 - o Material Change of Use – Educational Establishment – Extensions Stages 2 and 3 (DA-2017-58/B); and**
 - o Material Change of Use for Educational Establishment – Extensions Stage 3A (DA-2020-209).**

AND THAT the approval of concessions is dependent on:

- a. The development must be completed and commenced use by 8 June 2024.**
- b. No additional infrastructure costs incurred by Council (including establishment and bring forward costs).**
- c. The developer utilising local contractors and suppliers.**

Moved Cr May

Seconded Cr Hassan

Cr May noted that this application had been delayed due to Council's review of the Policy and was pleased that Council is able to assist the school.

CARRIED

Document Set ID: 8442566

- ARCHITECTURAL
DRAWINGS
- SK-01 COVERPAGE
SK-02 LOCATION PLAN
SK-03 PROPOSED FLOOR PLANS
SK-04 ELEVATIONS
SK-05 SECTIONS
- P2
P2
P2
P2
P2

EXISTING BGA APPLICATION FLOOR AREAS

HOSPITALITY	100	FIRST FLOOR GLA	78
STORAGE ZONE	18	FIRST FLOOR GLA	78
PANTRY	6	CIRCSPACE & BREAKOUT	26
DELIVERIES	10	STAIRS	12
COOL ROOM	6	BRIDGE LINK TO LIFT	35
OFFICE	9	UPGRADE PREP	95
GLA1	65	CONVERSION CANTEN*	40
CAFE TEACHING SPACE	10	GLA2	374m ²
ALFRESCO	35	* Includes Conversion Includes Prep & Conversion	
VERANDAH	38		
LINK TO STAGE 1 & 2	35		
CIRCULATION	38		
	370m ²		
TOTAL CONSTRUCTION AREA ONLY: 609m ²			
* Includes Upgrade Prep & Conversion			

NEW FLOOR AREAS

GROUND FLOOR		FIRST FLOOR	
ALFRESCO	21.0	CLEAN TECH	23.1
CAFE	15.9	GLA1	85.2
CHEMADY	5.6	GLA2	85.2
COMMS	0.8	STORE	23.1
DRY STORE	5.6	SUSPENDED WALKWAY	40.4
FOOD TECHNOLOGY	145.0	VERANDAH	129.3
LEARNING SPACE MID CAFE	60.0	WITHDRAWAL	52.6
PANTRY	5.6		
STAIR	6.9		
STORE UNDER STAIR	2.7		
UNISEX PWD	6.2		
VERANDAH	154.3		
WALKWAY	48.3		
	477.9 m ²		
TOTAL AREA: 916.8m ²			

JOB: CAC01
DATE: 17/12/19

CARLISLE ADVENTIST CHRISTIAN COLLEGE

NEW MULTIPURPOSE BUILDING

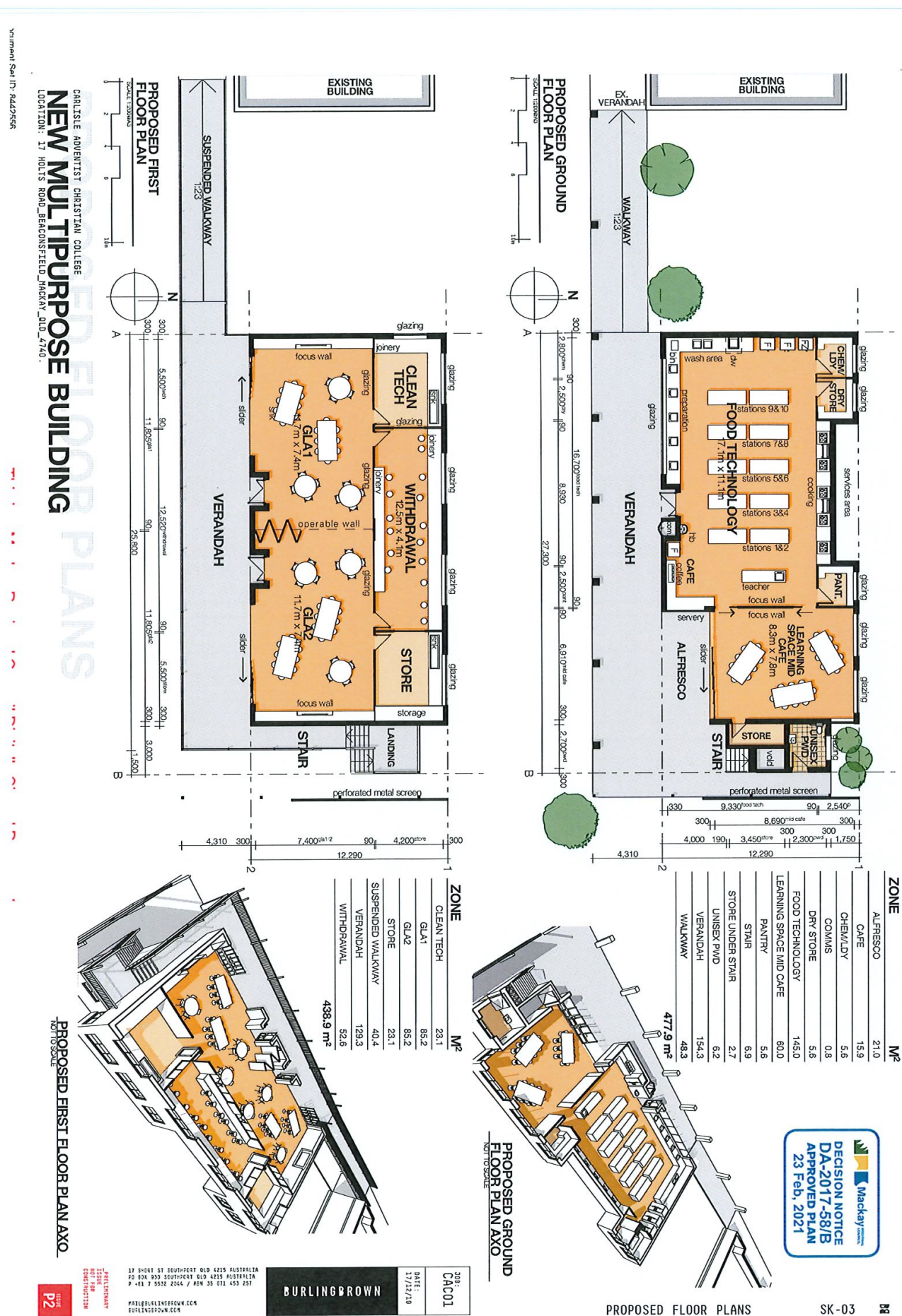
LOCATION: 17 HOLTS ROAD, BERGONSFIELD, MCKAY, QLD, 4710.

BURLINGBROWN

17 HOLT ST, CARLISLE QLD 4215 AUSTRALIA
PO BOX 350, CARLISLE QLD 4215 AUSTRALIA
P: +61 7 5552 2544 / M: 05 971 555 257
MCKAY@BURLINGBROWN.COM
BURLINGBROWN.COM

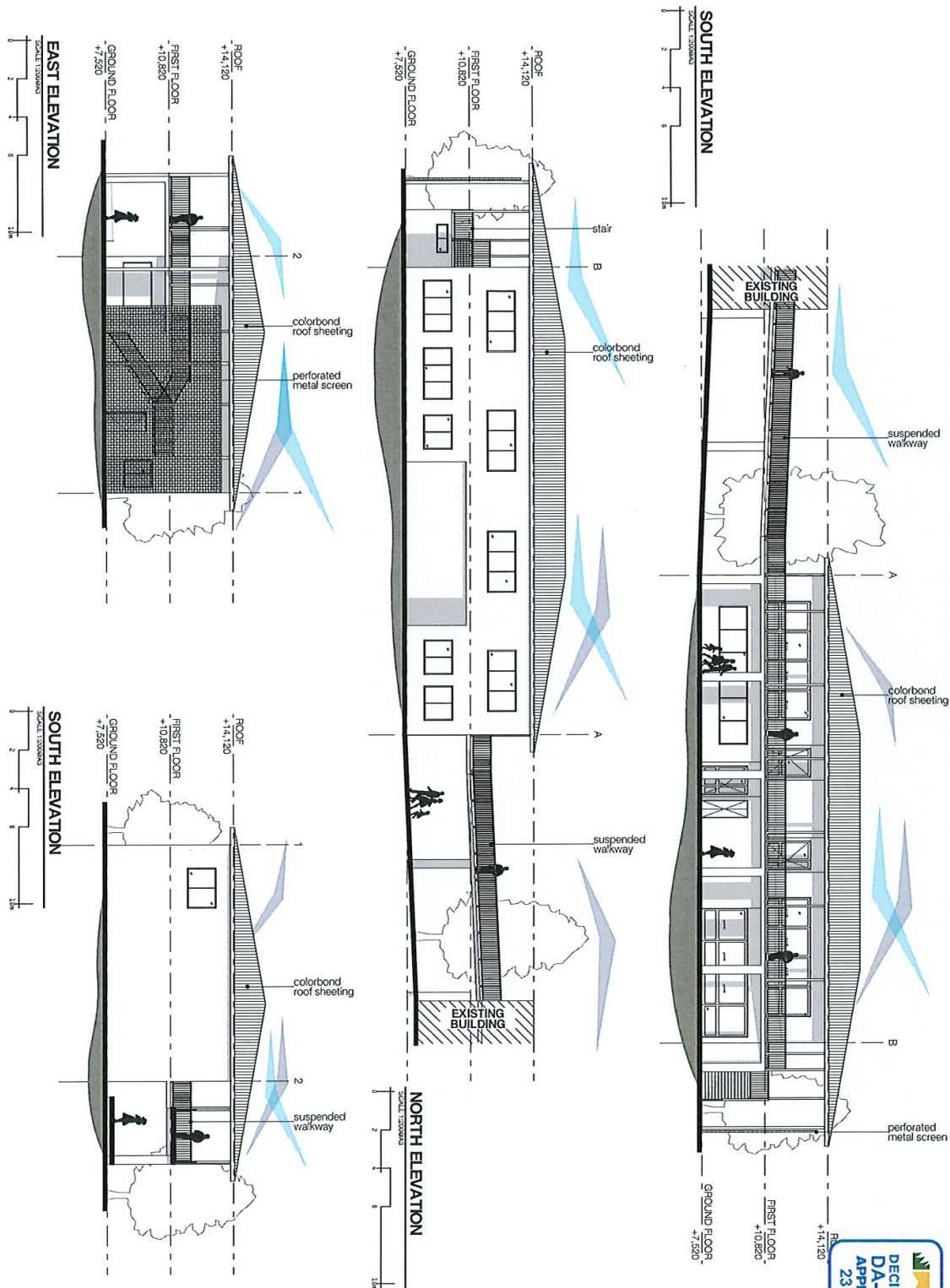
PRELIMINARY ISSUE
NOT FOR CONSTRUCTION





Environment South 17 94427556

CARLISLE ADVENTIST CHRISTIAN COLLEGE
NEW MULTIPURPOSE BUILDING
LOCATION: 17 HOLTS ROAD, BEACONSFIELD, MACKAY, QLD, 4740.



DECISION NOTICE
DA-2017-58/B
APPROVED PLAN
23 Feb, 2021

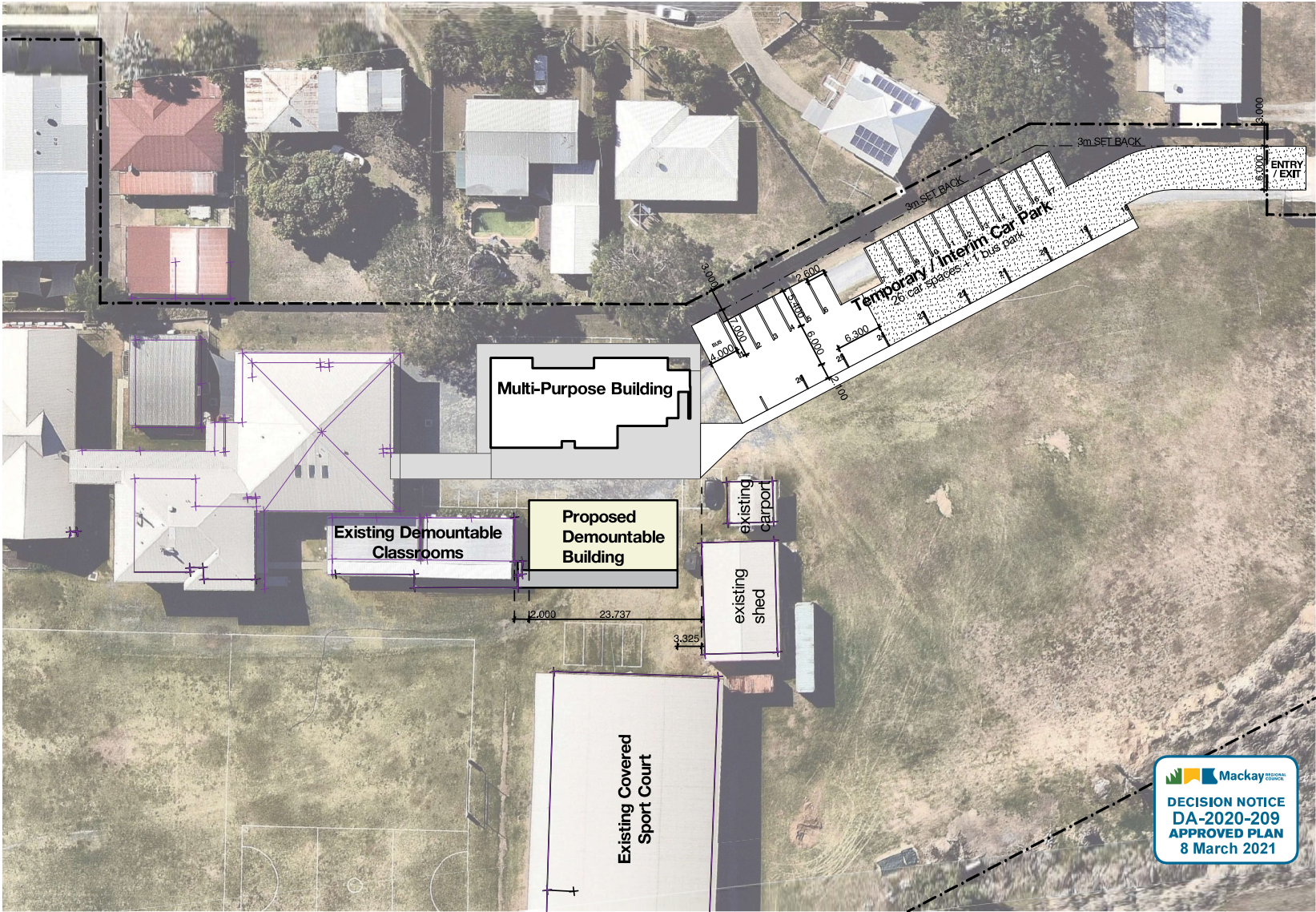
ELEVATIONS

SK-04

B3

27 SHIRT ST SOUTHCOPT QLD 4215 AUSTRALIA
PO BOX 930 SOUTHCOPT QLD 4215 AUSTRALIA
P +61 7 5552 2044 / 424 / 424 455 257
P4215@BURLINGBROWN.COM
BURLINGBROWN.COM

BURLINGBROWN
DATE: 17/02/20
JOB: CAC01



CARLISLE ADVENTIST CHRISTIAN COLLEGE
MASTER PLAN
LOCATION: 17 HOLTS ROAD_BEACONSFIELD_MACKAY_QLD_4740.

SITE PLAN
MASTER PLAN
SCALE 1:5000A3
0 5 10 15 25m

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VIEW INDICATIVE ONLY

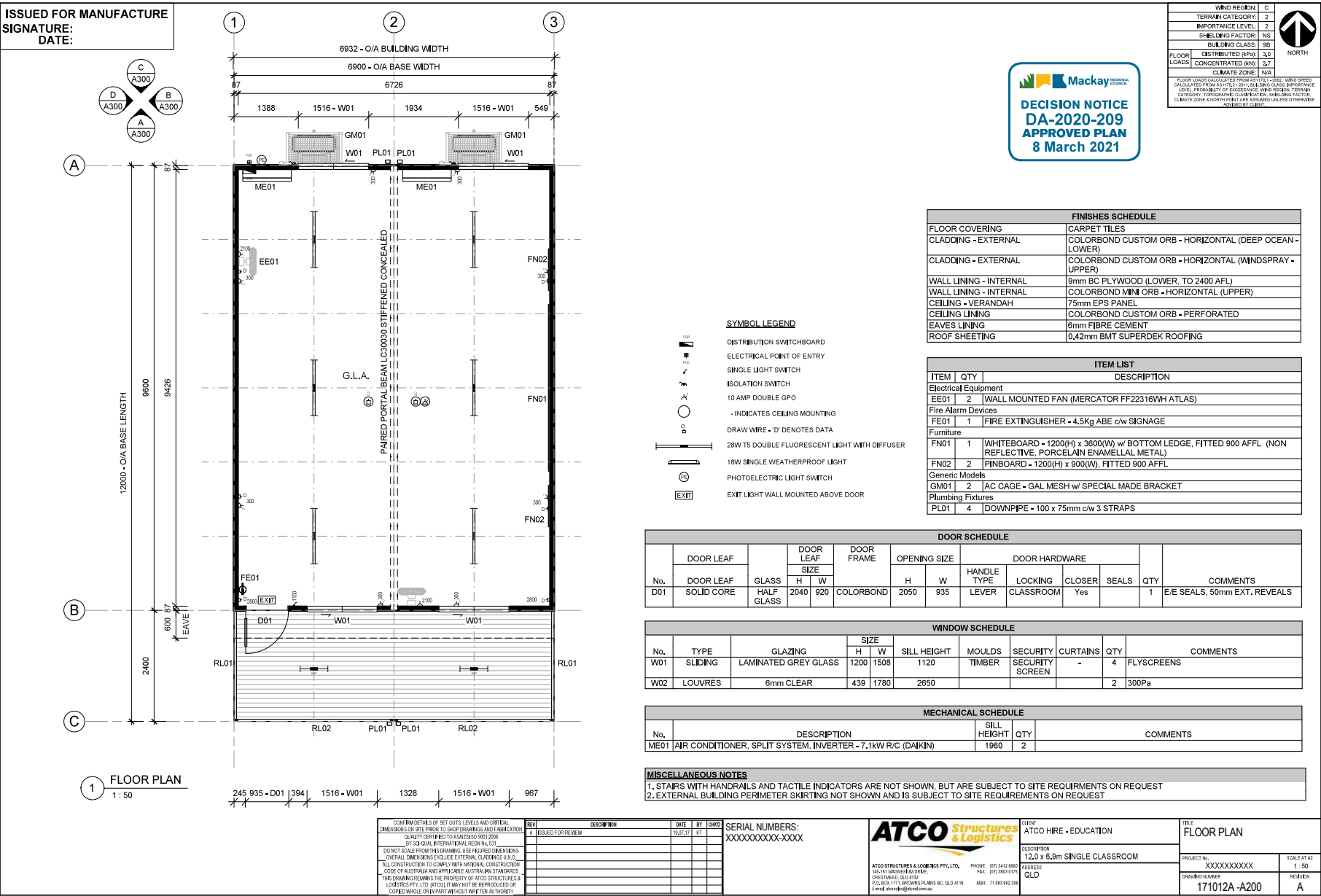
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A000	TITLE PAGE	A
A200	FLOOR PLAN	A
A300	ELEVATIONS	A
A350	SECTIONS	A
A550	MANUFACTURING SCHEDULES	A
A555	PACKING LIST	A
S000	FRAMING DWG GENERAL ASSEMBLY	A
S201	SHOP DRAWING - BASE 01	A
S301	SHOP DRAWING - ROOF 01 (CP1/CP3)	A
S302	SHOP DRAWING - ROOF 02 (CP2/CP4)	A
S350	PORTAL BEAM / DECK A-FRAME DETAILS	A

171012A
ATCO HIRE - EDUCATION
QLD

12.0 x 6.9m SINGLE CLASSROOM
SERIAL NUMBERS: XXXXXXXXXXX-XXXX



ATCO STRUCTURES & LOGISTICS PTY LTD
180-91 UNION STREET, CROOKNECK QLD 4132
PO BOX 1171, BROWNS PLAINS QLD 4118
E-mail: decisions@atco.com.au
PHONE: (07) 3412 8900
FAX: (07) 3802 0175
ABN: 71 081 902 303



ISSUED FOR MANUFACTURE
SIGNATURE: _____
DATE: _____

A ELEVATION
A200 1 : 50

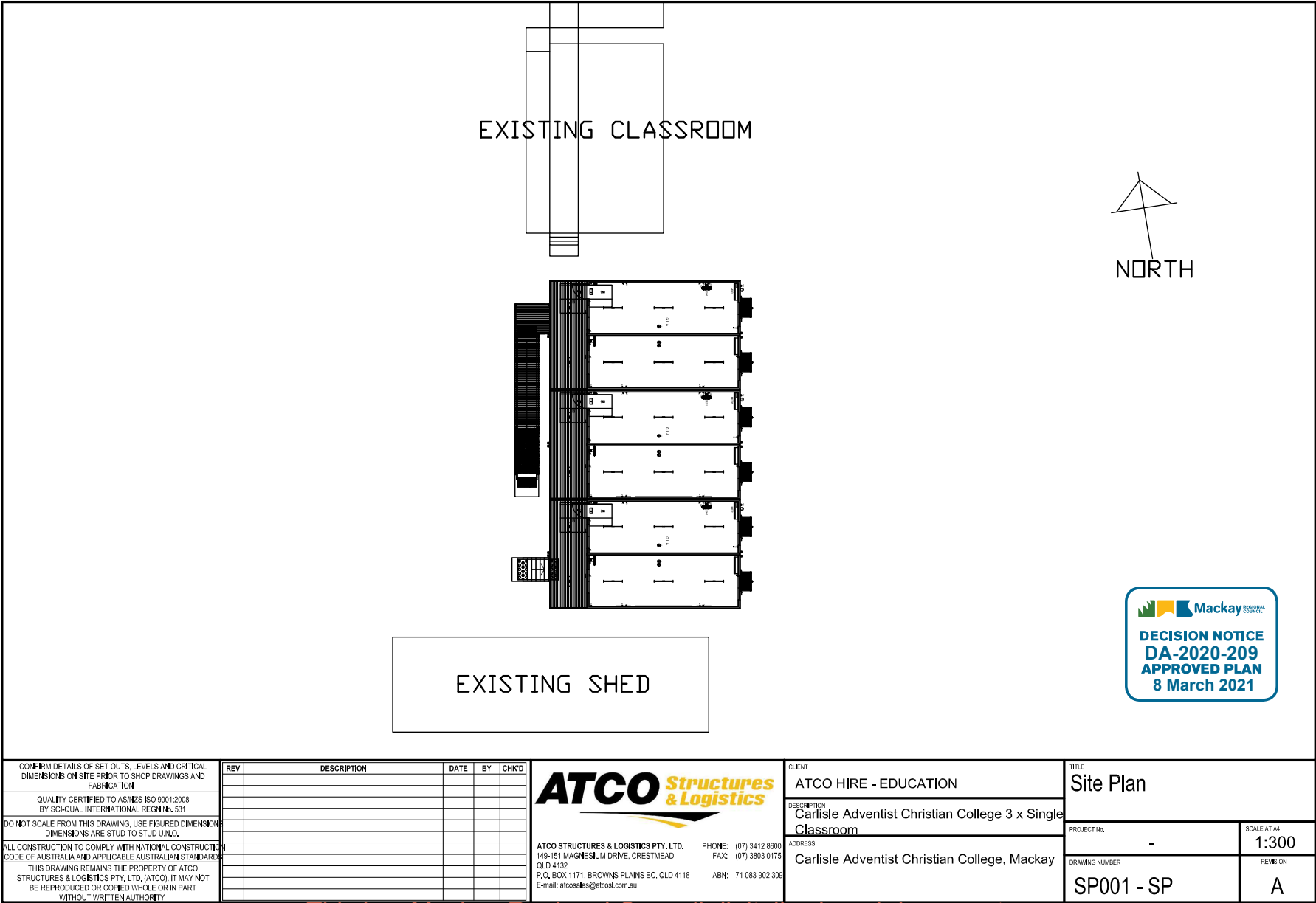
B ELEVATION
A200 1 : 50

C ELEVATION
A200 1 : 50

D ELEVATION
A200 1 : 50

Decision Notice
DA-2020-209
APPROVED PLAN
8 March 2021

CONFIRMATION OF SET OUT, LEVELS AND OTHER INFORMATION I, ATCO STRUCTURES & LOGISTICS PTY LTD , HEREBY CERTIFY THAT THE INFORMATION PROVIDED IN THIS DRAWING IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. I, ATCO STRUCTURES & LOGISTICS PTY LTD , HEREBY CERTIFY THAT THE INFORMATION PROVIDED IN THIS DRAWING IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. I, ATCO STRUCTURES & LOGISTICS PTY LTD , HEREBY CERTIFY THAT THE INFORMATION PROVIDED IN THIS DRAWING IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.					SERIAL NUMBERS: XXXXXXXXXX-XXXX		CLIENT ATCO HIRE - EDUCATION		TITLE ELEVATIONS	
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1	ISSUED FOR REVIEW	15/07/20	KSL							
DO NOT SCALE FROM THIS DRAWING. USE DIMENSIONS PROVIDED. OVERALL DIMENSIONS INCLUDE EXTERNAL CLADDING (U/L). ALL CONSTRUCTION TO COMPLY WITH NATIONAL CONSTRUCTION CODE OF AUSTRALIA AND APPLICABLE AUSTRALIAN STANDARDS. THIS DRAWING REMAINS THE PROPERTY OF ATCO STRUCTURES & LOGISTICS PTY LTD. IT MAY NOT BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT THE WRITTEN PERMISSION OF ATCO STRUCTURES & LOGISTICS PTY LTD.					PROJECT NO. XXXXXXXXXXXX		SCALE AT 1 : 50		DRAWING NUMBER 171012A-A300	



11.4.3. REQUEST TO WAIVE HEADWORKS CONTRIBUTIONS FOR DA-2007-233

Author	Manager Development Planning and Engineering (Matthew Kelly)
Responsible Officer	Director Development Services (Aletta Nugent)
File Reference	DA-2007-223
Attachments	Nil

Purpose

The purpose of this report is to recommend waiving the water supply and sewerage headworks contributions levied as part of development approval DA-2007-223, related to a scale residential development.

Related Parties

Property Owner - Phyllis Walker and Ian J Tulk

Corporate Plan Linkage

Live and Visit

Places and Spaces - We provide well planned and designed places, facilities and infrastructure that meet the needs of our residents and visitors.

Background/Discussion

DA-2007-223

On 25 May 2007, a development application for a Material Change of Use for a Dual Occupancy located at 2-4 Coolum Court, Blacks Beach was lodged with Council. Upon assessment against the relevant assessment benchmarks of the Mackay City Planning Scheme, the application was recommended for approval under delegated authority on 16 July 2007.

Upon issue of the Decision Notice on 17 July 2007, Condition 15 required that:

15) The developer shall provide headworks contributions for Water Supply and Sewerage Services in accordance with Council's policy at the time of payment. Headworks are to apply based on 1.0 E.T.'s for both water and sewerage. Payment for such contribution shall be made prior to the issue of the development Permit for building work.

Since approval, the development has been constructed however the water supply and sewerage headworks contributions have not been paid. In accordance with indexation, the outstanding contributions payable are \$12,686.

Justification for Waiving of Charges

Whilst undertaking Material Change of Use Compliance Audits, Council officers uncovered some instances where it is believed that the payment of outstanding charges could be considered unreasonable for the following reasons:

1. The use commenced prior to 2012 (more than 10 years have elapsed)
2. There has been a change in ownership since the use commenced
3. The use is either a Dual Occupancy, Secondary Dwelling or Multiple Dwelling, and
4. The charge owed is no more than the maximum capped indexed amount Council could currently levy for an additional dwelling of \$30,677.65 in accordance with the *Planning Regulation 2017*.

In the case of the subject development approval DA-2007-223:

1. The use commenced in early 2010 - the Plumbing Final Certificate for PL-2007/799 was issued on 8 March 2010.
2. There has been a change in ownership since the use commenced - at the time of approval, the landowner was Robert Wesseling however it is now Phyllis Walker and Ian J Tulk.
3. The use is a Dual Occupancy.
4. The charge owed is no more than the maximum capped indexed amount Council could currently levy for an additional dwelling of \$30,677.65 - the total charge proposed to be waived is \$6,343 per unit totalling \$12,686.

As a result, it is considered there is sufficient justification to warrant the waiver of the infrastructure charges that are outstanding in relation to DA-2007-223.

Consultation and Communication

Councillors were briefing on this matter on 25 May 2022. The outcome of Council's consideration of this report will be communicated to the landowners.

Resource Implications

Levied charges are issued as a mechanism for Council to plan for and sustainably deliver on the Schedule of Works within the Local Government Infrastructure Plan contained in Part 4 of the Mackay Regional Planning Scheme 2017. Whilst the water supply and sewerage headworks contributions were levied prior to the above planning framework coming into existence, their collection in any instance would continue to contribute to the construction of trunk infrastructure.

Whilst the waiving of such charges is a loss in revenue, the total amount of the charge being \$12,686 will not have significant financial implications for Council in delivering trunk infrastructure in accordance with its Local Government Infrastructure Plan.

Conclusion

Consideration has been given to the waiving of the sewerage headworks contributions for DA-2007-223. In this instance and for the reasons outlined above, it is recommended that the total charges of \$12,686 be waived.

Officer's Recommendation

THAT Council waive the water supply and sewerage headworks contributions totalling \$12,686 associated with development approval DA-2007-223 for a Material Change of Use for a Dual Occupancy located at 2 and 4 Coolum Court, Blacks Beach.

The Director for Development Service Aletta Nugent, noted that a briefing had been held with Councillors on this issue.

Council Resolution ORD-2022-140

THAT Council waive the water supply and sewerage headworks contributions totalling \$12,686 associated with development approval DA-2007-223 for a Material Change of Use for a Dual Occupancy located at 2 and 4 Coolum Court, Blacks Beach.

Moved Cr Mann

Seconded Cr Hassan

CARRIED

11.4.4. REQUEST FOR WAIVER OF INFRASTRUCTURE CHARGES - DA-2021-46 - SUNNYSIDE RURAL FIRE BRIGADE SHED

Author Manager Development Planning and Engineering (Matthew Kelly)
Responsible Officer Director Development Services (Aletta Nugent)
File Reference DA-2021-46

Attachments Nil

Purpose

The purpose of this report is to recommend waiving the Infrastructure Charges levied as part of development approval DA-2021-46, related to the Sunnyside Rural Fire Brigade Shed.

Related Parties

Applicant – Rural Fire Services
 Property Owners - Trevor A Crilley and Karoline J Crilley
 Consulting Planner - RPS Australia Asia Pacific – Mackay Office

Corporate Plan Linkage

Live and Visit

Places and Spaces - We provide well planned and designed places, facilities and infrastructure that meet the needs of our residents and visitors.

Background/Discussion

On 8 April 2021, a development application for a Material Change of Use for Emergency Services – Rural Fire Brigade Shed located at 1576 Sarina Homebush Road, Sunnyside was lodged with Council. Upon assessment against the relevant assessment benchmarks of the Mackay Regional Planning Scheme 2017, the application was approved on 27 July 2021.

After the issue of the Decision Notice dated 3 August 2021, an Amended Adopted Infrastructure Charges Notice was issued on 10 August 2021 with total payable levied infrastructure charges of \$15,417.64. The charges were calculated against the Mackay Regional Council Adopted Charges Resolution (December 2020) as follows:

Adopted Infrastructure Charge Category	Adopted Infrastructure Charge	Demand Units	No. of Demand Units	Gross Levied Charge Amount
Essential Services	\$151.15 <i>Less 30% for service discount</i>	M ² Gross Floor Area (GFA)	136	\$14,389.48
	\$10.80 <i>Less 30% for service discount</i>	Impervious area	136	\$1,028.16
Gross Levied Charge Amount Total				\$15,417.64

Upon receipt of the Amended Adopted Infrastructure Charges Notice, the Applicant made representations on 23 August 2021 seeking that the charges be waived. The justification to support this request was the lack of impact on Council services arising from the development and the applicant being a volunteer run community group.

This request sits outside the Facilitating Development in the Mackay Region Policy. However, officers consider it to be reasonable to waive the charges as:

1. The impacts on Council services (road only) will be minor compared to other Emergency Services uses located in urban areas such as a local Police, Fire or Ambulance Services.
2. The Applicant is the Rural Fire Services, run by a local volunteer community group providing essential services to the local community.
3. The construction will be funded by rural fire levies and utilising this funding for the payment of infrastructure charges means that it cannot be spent on improved equipment, training, or other needs.

As a result, it is considered there is sufficient justification to warrant the waiver of the infrastructure charges that are outstanding in relation to DA-2021-46.

Consultation and Communication

Councillors were briefing on this matter on 9 February 2022.

Resource Implications

Levied charges are issued as a mechanism for Council to plan for and sustainably deliver on the Schedule of Works within the Local Government Infrastructure Plan contained in Part 4 of the Mackay Regional Planning Scheme 2017. By waiving the levied charges, such revenue is unable to be collected by Council increasing the costs in delivering trunk infrastructure.

Whilst the waiving of such charges is a loss in revenue, the total amount of the charge being \$15,417.64 will not have significant financial implications for Council in delivering trunk infrastructure in accordance with its Local Government Infrastructure Plan.

Conclusion

Consideration has been given to the waiving of the infrastructure charges for DA-2021-46. In this instance and for the reasons outlined above, it is recommended that the total charges of \$15,417.64 be waived.

Officer's Recommendation

THAT Council waive the infrastructure charges totalling \$15,417.64 associated with development approval DA-2021-46 for a Material Change of Use for Emergency Services – Rural Fire Brigade Shed located at 1576 Sarina Homebush Road, Sunnyside.

Council Resolution ORD-2022-141

THAT Council waive the infrastructure charges totalling \$15,417.64 associated with development approval DA-2021-46 for a Material Change of Use for Emergency Services – Rural Fire Brigade Shed located at 1576 Sarina Homebush Road, Sunnyside.

Moved Cr Hassan

Seconded Cr Mann

CARRIED

12. RECEIPT OF PETITIONS

Nil

13. TENDERS

Nil

14. CONSIDERATION OF NOTIFIED MOTIONS

14.1. DECLARATION OF POSITION OF DEPUTY MAYOR VACANT

Author	Executive Officer – David McKendry
Responsible Officer	A/Chief Executive Officer – Angela Hays
File Reference	Councillors General

Attachments	N/a
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Purpose

To present for consideration a Notified Motion from Cr Bella related to declaring the role of Deputy Mayor vacant to enable the rotation of the role.

Related Parties

N/a

Corporate Plan Linkage

N/a

Background/Discussion

Under the provisions of clause 6.3 of Council's Standing Orders, any Councillor has the ability to request that a matter be included on a Council meeting agenda.

Cr Bella has requested that a Notified Motion as below be presented to Council –

THAT per section 165(3) of the Local Government Act 2009 Council declares the position of Deputy Mayor vacant.

FURTHER THAT per section 165(5) of the Local Government Act 2009 Council receives nominations and appoints a new Deputy Mayor from nominations received.

As required by section 175(2) of the Local Government Act 2009 (Act), Council at its Post Election Meeting of 22 April 2020 appointed a Deputy Mayor.

At that time Council had received two(2) nominations for the position, from Cr Bonaventura and Cr May, and ultimately appointed Cr May as Deputy Mayor.

Section 165 of the Act states –

(3) A local government may, by resolution, declare that the office of deputy mayor is vacant.

(4) The resolution may be passed only if notice of the resolution has been given to the Councillors at least 14 days before the meeting.

(5) If a local government declares that the office of deputy mayor is vacant, it must immediately appoint another deputy mayor from its councillors.

This Notified Motion was received 23 May 2022 and advice provided to Councillors to meet the 14 days notice period.

Cr Bella in support of his Notified Motion has cited the rotation of the role provides a professional development opportunity for Councillors as well as allowing different Councillors to bring varied experiences to the role. Also, that this being the half way point of the Council term that this is the appropriate time to consider rotation of the role.

Consultation and Communication

- Mayor & Councillors – advice provided 23 May 2022 to meet the legislative 14 day notice period.

Resource Implications

Nil – Budget is allowed for Councillor remuneration in line with the Local Government Remuneration Commission recommendations, and also includes allowances for Mayor & Deputy Mayor.

Risk Management Implications

It is a requirement of the *Act* to appoint a Deputy Mayor at a Councils Post Election meeting, and then to immediately make another appointment should the position become vacant.

Part of the reasoning for the need to maintain the Deputy Mayor position is that per section 165 of the *Act* the Deputy Mayor acts for the Mayor during any absence or temporary incapacity.

Conclusion

Cr Bella is proposing a Notified Motion, the details of which are contained within this report.

If the Notified Motion is supported, it is essentially providing the notice required for the tabling of a resolution for consideration at Council's Ordinary Meeting of 8 June 2022 to declare the position of Deputy Mayor vacant, and fill the vacancy at that time from nominations from Councillors.

Officer's Recommendation

THAT Council considers the Notified Motion by Cr Bella of –

THAT per section 165(3) of the Local Government Act 2009 Council declares the position of Deputy Mayor vacant.

FURTHER THAT per section 165(5) of the Local Government Act 2009 Council receives nominations and appoints a new Deputy Mayor from nominations received.

Council Resolution ORD-2022-145

THAT Council considers the Notified Motion by Cr Bella of –

THAT per section 165(3) of the Local Government Act 2009 Council declares the position of Deputy Mayor vacant.

FURTHER THAT per section 165(5) of the Local Government Act 2009 Council receives nominations and appoints a new Deputy Mayor from nominations received.

Moved Cr Bella

Seconded Cr Jones

Cr Bella advised that although he had brought this Motion to Council, he will not be nominating for the position should it be declared vacant, but rather had brought it to Council believing it is in the best interest of Council. Cr Bella noted that, using the phrase coined by the Mayor when supplanting two of the four Statutory Committee Chairs last term, allowing another Councillor to take the role of Deputy Mayor would be an opportunity to upskill. Cr Bella noted that there is a vacant desk in the Councillors Office with the current Deputy Mayor being the first Deputy Mayor to require her own office however, as reinforced by the training Councillors recently received, the Deputy Mayor has no more authority than any other Councillor except in the absence of the Mayor, so having this separate office away from the other Councillors has done nothing to better the relationship between Councillors. Cr Bella advised that he felt there were other Councillors who would be better able to build bridges between Councillors and the community and represent the values of Council to the business community, wider community and better present the Region to those who visit at public events. Cr Bella expressed the view that the rotation of the position would add value to Council and be successful as it has been at other Councils, with Whitsunday Regional Council being an example.

Cr May spoke against the Motion advising that she takes the role of Deputy Mayor very seriously, has given it her all and has done her best in the role. Cr May advised that she thought that when she was elected to the position of Deputy Mayor it was for the whole four year term of Council and does not consider the position of Deputy Mayor to be a professional development opportunity, as the person in that role needs to be able to undertake the duties of the role immediately.

Cr Jones acknowledged that there was no Policy in relation to the rotation of the position of Deputy Mayor and thanked Cr Bella for bringing forward the Notified Motion to allow this process to happen.

Cr Bonaventura referred to Cr May's comment that she believed that her election as Deputy Mayor was for a four year term, but recalled Cr Englert stating at the time of her election, that as Councillors, we have the right to bring forward a Motion to change the Deputy Mayor at any point. Cr Bonaventura thanked Cr Bella for this Motion and noted that Councillors have many skills but still have no focus points and now have less than two years to achieve a good working relationship with each other. Cr Bonaventura expressed the view that while we can't always be winners, it is important that no-one be left behind without a role or feeling we are not treated as equals. Cr Bonaventura noted that there is a need to share the roles fairly, and urged the Mayor and Councillors to consider these few, but very important points, as there is less than two years to build a culture of working together to achieve accolades for Council and set the standard for the next one.

Cr Green spoke against the Motion noting that on April 27, Councillors had voted unanimously for the continuation of the Northern Beaches Community Hub group, which has been an extremely valuable decision. Cr Green advised that at this time, the whole Council felt it was in the best interest of Council and the community to keep this continuity and now finds it incredulous that Councillors would consider changing the Deputy Mayor.

Cr Bella raised a Point of Order, noting that voting on previous issues and Motions has nothing to do with this Motion.

Mayor Williamson advised that Cr Green is able to make any point without contravening the three points of order.

Cr Green advised that she believed it would not be in the best interests of employees, stakeholders of Mackay Regional Council and the residents of the Mackay Region to rotate the position of Deputy Mayor, noting that Councillors have funds available to them to invest in personal development and suggested any Councillors who are interested in this, explore how they can utilise that funding. Cr Green advised that Cr May was clearly the vote winner in the 2020 election and is the most experienced Councillor on Council and has proven her value within the Chambers and out in the community. Cr Green expressed the view that the position of Deputy Mayor is not a training role nor a step up role.

Cr Bella noted that the idea of the position of Deputy Mayor being for personal development is a very small point that was brought forward and is not by far the most important point of all outlined, as is about the presentation of the Council to the wider community.

LOST

Mayor Williamson, Cr May, Cr Mann, Cr Englert, Cr Townsend, Cr Green, Cr Hassan recorded their vote against the Motion.

15. PUBLIC PARTICIPATION

Nil

16. LATE BUSINESS

Cr Mann advised that the Finch Hatton Show would be held on Sunday with lots of great activities for the family and was well worth supporting. Cr Mann noted that the claim that it is the best one day show in the country is very dear to her heart, having grown up in Finch Hatton.

Cr May advised of two events to be held this weekend, the Beach Horse Races which had been unable to be held for some time and the Bakers Creek Memorial ceremony which recognises the 79th anniversary of the wartime plane crash which occurred in this Region.

Cr Bella advised that the All Abilities football team had travelled to Townsville to compete last weekend and he was particularly pleased with how much the team had improved from the previous year, noting in particular that the Townsville team had someone on the field directing their team while the Mackay team ran out without that and had to organise themselves on the field, work together and assist their team mates. Cr Bella thanked the Queensland Rugby League for their support of this endeavour but highlighted that the main problem is that the season is short due to a lack of volunteers, and encouraged anyone interested in playing or volunteering to come forward. Cr Bella advised there is a possibility of the All Abilities team playing against the Cutters team, which will give them the opportunity to see how a team operates. Cr Bella thanked Cath Andrews, parents and carers for their ongoing work and support.

Mayor Williamson noted that when seeing the team off, they were certainly very excited to be travelling to Townsville with Cr Bella.

Cr Green advised that in preparation for the 2032 Olympics, the Queensland Academy of Sport are running Australia's largest talent ID program and will be in Mackay from June 14 - 16 and are looking for athletes between the ages of 13 - 23 for the able bodied Olympics and between 13 - 33 for the Para-Olympics.

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
17.1 Confirmation of Resignation - Chief Executive Officer	(a) the appointment, dismissal or discipline of employees
17.2 Approved Sponsorship Under the Invest Mackay Events and Conference Attraction Program - 30 April 2022	(c) the Council's budget
17.3 Draft Minutes - Invest Mackay Events and Conference Attraction Program Advisory Committee Meeting - 16 May 2022	(c) the Council's budget

Moved Cr Jones

Seconded Cr Mann

CARRIED

11:18 am - The meeting closed to the public.

THAT the meeting be reopened to the public.

Moved Cr Mann

Seconded Cr Hassan

CARRIED

11:21 am - The meeting reopened to the public.

17.1. CONFIRMATION OF RESIGNATION - CHIEF EXECUTIVE OFFICER

Confidential

Confidential Report to be forwarded separately.

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (a) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter relating to **the appointment, discipline or dismissal of the chief executive officer.**

Council Resolution ORD-2022-142

THAT Council resolves to formally accept the resignation of Michael Thomson as Chief Executive Officer of Mackay Regional Council, and endorses the actions of the Mayor in accepting this resignation in terms of the Deed of Release formal contractual document.

FURTHER THAT Council confirmed the appointment of Angela Hays as Acting Chief Executive Officer of Mackay Regional Council until the appointment of a permanent Chief Executive Officer following a recruitment process, or until such time as Council otherwise resolves.

Moved Cr May

Seconded Cr Mann

CARRIED

17.2. APPROVED SPONSORSHIP UNDER THE INVEST MACKAY EVENTS AND CONFERENCE ATTRACTION PROGRAM - 30 APRIL 2022

Confidential

Confidential Report to be forwarded separately.

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (c) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter **relating to Council's budget.**

Council Resolution ORD-2022-143

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

Moved Cr Mann

Seconded Cr Hassan

CARRIED

**17.3. DRAFT MINUTES - INVEST MACKAY EVENTS AND CONFERENCE ATTRACTION PROGRAM
ADVISORY COMMITTEE MEETING - 16 MAY 2022**

Confidential

Confidential Report to be forwarded separately.

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (c) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter **relating to Council's budget**.

Council Resolution ORD-2022-144

THAT the draft minutes of the Invest Mackay Events and Conference Attraction Program Advisory Committee meeting dated 16 May 2022 be received.

Moved Cr Townsend

Seconded Cr Jones

CARRIED

18. MEETING CLOSURE

Meeting closed at 11:22 am.

19. FOR INFORMATION ONLY

Nil

Confirmed on Wednesday 22 June 2022.

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MAYOR

