

MINUTES

Ordinary Meeting

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

On Wednesday 25 January 2023

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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, J F Englert, M I Green, 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 Mr S Owen (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), Mr M Kelly (A/Director - Community & Client Services), Ms A Hays (Director - Organisational Services), Mr M Sleeman (Manager - Corporate Communications & Marketing) and Kerri Verroen (Coordinator Corporate Governance).

The meeting commenced at 10:00 am.

2. OPENING PRAYER

Pastor Jaswanth Kukatlapalli from the Lutheran Church led those present in Prayer.

3. ABSENT ON COUNCIL BUSINESS

Nil

4. APOLOGIES

4.1. APOLOGIES

Nil

4.2 LEAVE OF ABSENCE - Cr Seymour

THAT Cr Seymour be granted leave of absence for the Council meeting on 22 February 2022.

Moved Cr Hassan

Seconded Cr Mann

CARRIED UNANIMOUSLY

5. CONDOLENCES

Nil

6. CONFLICT OF INTEREST

In accordance with Chapter 5B of the *Local Government Act 2009,* Cr Alison Jones informed the meeting that she had a Declared conflict of interest in Agenda Item 11.4.2, DA-2022-155 - Material Change of Use (Development Permit) for Undefined Use (Pioneer Valley Mountain Bike Track - Stage 1).

Cr Jones advised that the nature of her interest is as follows:

My brother-in-law is a property owner and business owner in Finch Hatton.

The Particulars:

- (a) The name of the related party is Jeffery Jones
- (b) The nature of my relationship with the related party is that of sister-in-law.
- (c) The nature of the related party's interest in this matter is property owner in Finch Hatton

In accordance with Chapter 5B of the *Local Government Act 2009,* Cr Russell Seymour informed the meeting that he had a Declared conflict of interest in Agenda Item 11.4.2, DA-2022-155 - Material Change of Use (Development Permit) for Undefined Use (Pioneer Valley Mountain Bike Track - Stage 1).

Cr Seymour advised that the nature of his interest is as follows:

My brother is a property owner in Finch Hatton.

The Particulars:

- (a) The name of the related party is Michael Seymour.
- (b) The nature of my relationship with the related party is that of brother.
- (c) The nature of the related party's interest in this matter is property owner in Finch Hatton

7. CONFIRMATION OF MINUTES

7.1. CONFIRMATION OF MINUTES - 7 DECEMBER 2022

Council Resolution ORD-2023-002

THAT the Ordinary Meeting Minutes dated 7 December 2022 be adopted.

Moved Cr Mann

Seconded Cr Green

CARRIED UNANIMOUSLY



MINUTES

Ordinary Meeting

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

On Wednesday 7 December 2022

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The meeting commenced at 10:00 am.

2. OPENING PRAYER

Auxiliary-Lieutenant David Dobbie from the Salvation Army led those present in Prayer.

3. ABSENT ON COUNCIL BUSINESS

Nil

4. APOLOGIES

Council Resolution ORD-2022-356

4.1 LEAVE OF ABSENCE - CR BELLA

THAT Cr Bella be granted leave of absence for today's Meeting.

Moved Cr Jones

Seconded Cr Mann

<u>CARRIED</u>

5. CONDOLENCES

Nil

6. CONFLICT OF INTEREST

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Nil

7. CONFIRMATION OF MINUTES

7.1. CONFIRMATION OF MINUTES - 23 NOVEMBER 2022

Council Resolution ORD-2022-357

THAT the Ordinary Meeting Minutes dated 23 November 2022 be adopted.

Moved Cr Mann

Seconded Cr Bonaventura

CARRIED

8. BUSINESS ARISING OUT OF PREVIOUS MINUTES

8.1. BUSINESS ARISING OUT OF PREVIOUS MINUTES

UPDATE ON QUESTIONS ARISING FROM COUNCIL MEETING – 23 NOVEMBER 2022

AGENDA ITEM	MATTER	RESPONSE
11.3.1 Development Services Monthly Review Report – October 2022	Cr Englert referred to the support of the Economic Development team of the Company Directors course being coordinated by Resources Industry Network (RIN) and queried what this support entailed.	The Economic Development team is supporting the delivery of the Company Directors Course, coordinated by RIN. The course is presented by the Australian Institute of Company Directors (AICD) and will be run one day a week over a five- week period from 8 November. Financial support in the amount of \$10,000 was provided to RIN for the delivery of the Company Directors Course.
11.3.1 Development Services Monthly Review Report – October 2022	Cr Englert referred to the Upcoming Events table which promotes the Zonta International Women's Day Lunch and the RIN International Women's Day Lunch and queried if they were on the list because Council delivered financial or in-kind assistance to the groups. Cr Englert queried the amount that is being spent with each organisation and if Council does not deliver the same amount to both, why not.	Council, through the People & Culture Program, has approved \$6,000 funding to RIN for the International Women's Day lunch in 2023. The MECC has historically supported the Zonta International Women's Day Lunch through discounted venue hire. In 2022, this amounted to \$4,362 for PA, AV and Room Hire. In 2023, the approximate value of the MECC's support will be \$3,640.50 for PA, AV and Room Hire but will also include ticket booking fees so this figure may change as it will depend on the number of tickets sold. Zonta has not approached Council for any additional support.
11.4.3 Engineering & Commercial Infrastructure – Water Services Monthly Review Report – October 2022	Cr Bella noted that a battery had exploded in a pump shed and queried if the Director had any idea of the cause.	Council has batteries in pump stations for controlled back up to manage if power goes out so we can still see levels and in our generators. In this instance it was the battery in the generator which exploded, and investigations are still underway. Advice is that batteries will gas off at times and it is felt that this was a rare time when internally in the battery there has been a gas off and the Generator has been called to start (most likely for its test). This happens through SCADA and no one was on site or needs to be. Due to the load of start-up, advice is that

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11.5.1 Cr Townsend noted the visitors to the Miran	internally there are busbars in the batteries, a exploded the battery. We can see no other reason why this battery this stage, and we are now thinking of safety installing shielding to protect staff just in case Correct figures below -	has exploded yet, o around batteries so	ther than this at potentially	
Organisational Services Monthly	Pool were 4,888 in October 2021 and 591 in October 2022 and queried if this was correct and if so, is there was a reason for the	Facility	October 2021	October 2022
Review Report –		Memorial Pool	1,021	3,554
October 2022	sharp decline.	Pioneer Pool	1,844	8,827
		Mirani Pool	4,888	3,456
		Sarina Pool	5,573	<mark>5,162</mark>
		Mackay Athletic and Recreation Complex (MARC)	9,379	9,824

8.2. CONSIDERATION OF LATE AGENDA REPORT AS BUSINESS ARISING FROM ORDINARY MEETING OF 23 NOVEMBER 2022 - INVEST MACKAY EVENTS AND CONFERENCE ATTRACTION PROGRAM ADVISORY COMMITTEE

Author Responsible Officer File Number	Executive Officer (David McKendry) Chief Executive Officer Invest Mackay Events and Conference Attractions Program Advisory Committee - IMECAPAC
Attachments	Nil

Purpose

To suspend Council's Standing Orders in order to consider a matter requested by Council for further information from the Ordinary Meeting on 23 November 2022 in relation to the Invest Mackay Events and Conference Attraction Program Advisory Committee.

Related Parties

There are no identified related parties in relation to consideration of the report. Specific related parties will be identified within the report.

Corporate Plan Linkage

Financial Strength

Ethical Decision-Making and Good Governance - We are committed to keeping our community informed about our activities and performance and employing robust governance policies and procedures to ensure legislative compliance and organisational integrity.

Background/Discussion

Council at its Ordinary meeting on 23 November 2022 resolved to seek further information regarding Item 8.3 at a Council briefing session before a funding decision is finalised. This briefing was presented to Council on 5 December 2022.

It is recommended that Council suspends the Council's Standing Orders in order for the matter to be discussed as a late item under Confidential Reports.

Section 254D (4) of the *Local Government Regulations* 2012 gives Council the ability to discuss or deal with an item arising after notice of the meeting given under Section 254C.

Consultation and Communication

Not applicable

Resource Implications

Not Applicable

Risk Management Implications

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

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Conclusion

Section 254D(4) of the *Local Government Regulations 2022* allows Council to consider a matter which was not notified on the Agenda as late business.

Officer's Recommendation

THAT Council agrees to suspend the Standing Orders in order to place a late agenda item under Confidential Reports to discuss deferred Item 8.3 from the Invest Mackay Events and Conference Attraction Program Advisory Committee Minutes of 14 November 2022.

Mayor Williamson advised of his intent to move a Procedural Motion, according to Section 254D(4) of the *Local Government Regulations 2022* to allow Council to consider a matter which was not notified on the Agenda as a Confidential Item.

ORD-2022-358

PROCEDURAL MOTION

THAT Council agrees to suspend the Standing orders in order to place a late agenda item under Confidential Reports to discuss deferred Item 8.3 from the Invest mackay Events and Conference Attraction Program Advisory Committee Minutes of 14 November 2022.

CARRIED

9. MAYORAL MINUTES

Nil

10. CONSIDERATION OF COMMITTEE REPORTS & RECOMMENDATIONS

10.1. DRAFT MINUTES VISUAL ARTS ADVISORY COMMITTEE MINUTES (VAAC)

Author	Director Artspace (Tracey Heathwood)
Responsible Officer File Reference	Director Community & Client Services (Angela Hays) Visual Arts Advisory Committee (VAAC)

Attachments

1. VAAC Minutes 14 NOV 2022 [10.1.1 - 3 pages]

Purpose

Attached is a copy of the Visual Arts Advisory Committee (VAAC) minutes of 14 November 2022 for information.

Related Parties

N/A

Operational Plan Linkage

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

Officer's Recommendation

THAT the minutes of the Visual Arts Advisory Committee meeting held on 14 November 2022 be received.

Cr May noted that a significant amount of donations had been considered by the Committee and queried if there is space to house these items, and if that is taken into account when considering what items to accept.

Cr Townsend advised that most of the donations in this instance were quite small and there is plenty of space to house them. Cr Townsend advised that the consideration of space to house any possible donated items is always taken into consideration.

Council Resolution ORD-2022-359

THAT the minutes of the Visual Arts Advisory Committee meeting held on 14 November 2022 be received.

Moved Cr Townsend

Seconded Cr Englert

Cr Townsend noted that Artspace had been offered significant donations of work and was very excited to accept these items and attributed this generosity to the excellent and long standing relationship between Artspace staff and artists. Cr Townsend advised that Artspace will celebrate their 20th anniversary in 2023 with plans underway to celebrate the events. Cr Townsend advised that the Rick Wood Bursary and Artspace Mackay Foundation Bursary are now open and encouraged any students who are completing Year 12, and who wished to pursue a career in any aspect of visual arts or creative industries, to apply.

CARRIED

10.2. SUSTAINABILITY & ENVIRONMENT ADVISORY COMMITTEE MEETING MINUTES - 18 NOVEMBER 2022

Author	Director Development Services (Aletta Nugent)	
Responsible Officer	Director Development Services (Aletta Nugent)	
File Reference	Sustainability and Environmental Advisory Committee (SEAC)	
Attachments	 Sustainability and Environment Advisory Committee - Minutes - 18 November 2022 [10.2.1 - 5 pages] 2022 2024 Terms of Reference - Sustainability Advisory Committee [10.2.2 - 5 pages] 	

Purpose

For Council to receive the draft minutes of the Sustainability and Environment Advisory Committee meeting held on 18 November 2022 and endorse the 2022-2024 Terms of Reference for the Sustainability Advisory Committee.

Related Parties

- Linked Group Services Jason Sharam
- Dalrymple Bay Coal Terminal (DBCT) Ricci Churchill and Sarah Ballard
- North Queensland Bulk Ports (NQBP) Luke Galea
- Sugar Research Australia (SRA) Dylan Wedel
- Reef Catchments Katrina Dent

Corporate Plan Linkage

Community and Environment

Sustainable Practices - We are responsible and active custodians of our natural environment, with future targets and commitments aimed at driving us towards a cleaner, greener and more sustainable region. Climate change will continue to be a consideration in forward planning and we will continue to implement sustainability initiatives in council operations.

Background

A review of the Terms of Reference (ToR) for the Sustainability and Environment Advisory Committee (the committee) was recently undertaken. The purpose of the ToR review was to:

- ensure the document format remains consistent all other committee ToRs,
- ensure the document contains up to date and relevant matters relating to the role and function of the committee, and
- update the name of the committee to be the Sustainability Advisory Committee, which better represents the focus of the Committee on a broad range of sustainability matters and not just environmental sustainability.

The draft updated ToR was presented to the committee at the meeting held on 18 November 2022. The committee members support the proposed changes and it is therefore recommended Council endorse the updated ToR, including the committee name change.

Officer's Recommendation

THAT the draft minutes of the Sustainability and Environment Advisory Committee meeting held on 18 November 2022 be received.

AND THAT Council endorse the change in name from Sustainability and Environment Committee to Sustainability Advisory Committee.

FURTHER THAT the 2022-2024 Terms of Reference for the Sustainability Advisory Committee be endorsed.

Council Resolution ORD-2022-360

THAT the draft minutes of the Sustainability and Environment Advisory Committee meeting held on 18 November 2022 be received.

AND THAT Council endorse the change in name from Sustainability and Environment Committee to Sustainability Advisory Committee.

FURTHER THAT the 2022-2024 Terms of Reference for the Sustainability Advisory Committee be endorsed.

Moved Cr May

Seconded Cr Green

Cr May noted that one of the main topics of the meeting was around the Draft Terms of Reference, highlighted the change of the name of the Committee and advised that the Committee was more focused on strategic sustainability across the Council area and the community as a whole. Cr May noted that Mackay Regional Council had recently employed a Sustainability Advisor and a Senior Environmental Planner. Cr May noted the presentation to the Committee of the Carbon Reduction Emission Plan, which will come back to the Committee in mid 2023 and advised that Dalrymple Bay Coal Terminal's Sustainability Report has just been launched on the Australian Stock Exchange, as they are a publicly listed company.

CARRIED

10.3. HERITAGE REFERENCE GROUP COMMITTEE MEETING - MINUTES - 31 OCTOBER 2022

Author	Acting Manager Strategic Planning (Andrew Schembri)	
Responsible Officer	Director Development Services (Aletta Nugent)	
File Reference	SPLP-031 – CHAC Meeting Agendas & Minutes	
Attachments	 Heritage Reference Group Committee Meeting Minutes 31 October 2022 [10.3.1 - 4 pages] 	

Purpose

To receive the draft minutes of the Heritage Reference Group meeting held on 31 October 2022 for information purposes and consideration of recommendations.

Related Parties

Nil

Officer's Recommendation

THAT the Draft Heritage Reference Group meeting minutes dated 31 October 2022 be received.

Council Resolution ORD-2022-361

THAT the Draft Heritage Reference Group meeting minutes dated 31 October 2022 be received.

Moved Cr Mann

Seconded Cr Townsend

Cr Mann noted that this was the first meeting of the newly formed Heritage Reference Group as opposed to Character and Heritage Advisory, as the group felt it was better to change the purpose from operational to more strategic. Cr Mann noted that new committee members were welcomed to the Group, a presentation was given by Council Staff about local heritage and special guest Julie Harris, who has a long association with the Pioneer Valley, attended the meeting and presented her WWI project regarding soldiers from various towns in the Pioneer Valley.

Mayor Williamson noted that change of purpose was a very good and progressive move for the Group.

CARRIED

11. CORRESPONDENCE AND OFFICER'S REPORTS

11.1. OFFICE OF THE MAYOR AND CEO 11.1.1. OPERATIONAL PLAN QUARTERLY REPORT - FIRST QUARTER 2022-2023

Author	Co-ordinator, Performance & Risk (Sarah Shuttlewood)		
Responsible Officer	Executive Officer (David McKendry)		
File Reference	Performance Reporting		
Attachments	OperationalPlanQuarterlyReport Q1 2223 FOR COUNCIL ADOF 071222 [11.1.1.1 - 26 pages]	PTION	

Purpose

Insert_Purpose_here

To advise the Mayor and Councillors of progress made during the First Quarter (1 July to 31 September 2022) towards delivering actions in the Operational Plan 2022/23.

Related Parties

Not applicable.

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 the 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

Section 174 *Local Government Regulation 2012* requires that a written assessment of the local government's progress towards implementing the annual operational plan is presented at meetings of the local government held at regular intervals of not more than three months.

The Operational Plan Quarterly Report – First Quarter details Mackay Regional Council's (MRC) performance in delivering actions detailed in the annual Operational Plan 2022/23, as at 31 September 2022.

Performance against targets is reported as 'on target', 'below target', 'reporting not required this quarter' or 'ahead of target'.

At the First Quarter, a total of 28 actions are on target, 5 are below target, 6 are ahead of target and 11 actions do not require reporting for this quarter. Pages 3 and 4 of the report includes a list of the actions that are below target and an explanatory comment regarding variance from the forecast quarterly target.

MACKAY REGIONAL COUNCIL

The largely positive progress this quarter provides confidence that Corporate Objectives of the current Corporate Plan are on track to be achieved.

Consultation and Communication

The Chief Executive Officer, Directors and Program Managers were consulted in development of the Operational Plan Quarterly Report.

Once received by the Mayor and Councillors, the report will be published on the MRC website to allow the community to review the organisation's progress in achieving corporate plan priorities.

Resource Implications

There are no resource implications directly related to the operational plan report. The operational plan is designed to measure implementation of the corporate plan priorities and strategies and to ensure appropriate resources are allocated to priority areas.

Risk Management Implications

Review of the operational plan minimises risk to council by ensuring performance is managed and monitored.

Conclusion

It is recommended that the Operational Plan Quarterly Report for the First Quarter of 2022/23 be received as tabled.

Officer's Recommendation

THAT council receive the Operational Plan Quarterly Report for the First Quarter of 2022/23, in accordance with Section 174 of the *Local Government Regulation 2012*.

Council Resolution ORD-2022-362

THAT council receive the Operational Plan Quarterly Report for the First Quarter of 2022/23, in accordance with Section 174 of the *Local Government Regulation 2012*.

Moved Cr May

Seconded Cr Hassan

Cr May noted that the finalisation of the Corporate Plan sets the strategic direction for Council, highlighted the current action status and expressed the view that overall, Council was in a good position for the first quarter.

CARRIED

<u>11.1.2. COUNCILLOR REPORT - ATTENDANCE AT THE DISASTER AND EMERGENCY MANAGEMENT</u> <u>CONFERENCE - CR HASSAN AND CR ENGLERT</u>

Author	Executive Support Officer (Pam Jaenke)		
Responsible Officer	Executive Officer (David McKendry)		
File Reference	Councillors General		
Attachments	 Disaster and Emergency Management Conference Report [11.1.2.1 - 38 pages] 		

Purpose

To present a report to Council, which includes information and outcomes resulting from attendance at the Disaster and Emergency Management Conference by Cr Belinda Hassan and Cr Justin Englert.

Background/Discussion

Council at its meeting on 13 July 2022 authorised the attendance of Cr Hassan and Cr Englert at the Disaster and Emergency Management Conference on 25 – 26 July 2022.

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

Officer's Recommendation

THAT the report on attendance at the Disaster and Emergency Management Conference by Cr Hassan and Cr Englert be received.

Council Resolution ORD-2022-363

THAT the report on attendance at the Disaster and Emergency Management Conference by Cr Hassan and Cr Englert be received.

Moved Cr Townsend

Seconded Cr Jones

Cr Townsend thanked Cr Hassan and Cr Englert for their comprehensive and in-depth report and noted the advancement of technologies, the cost of disasters and emergencies in Australia and the need to include all stakeholders in disaster preparedness, particularly taking into account the needs of people with disabilities. Cr Townsend noted the information provided about the establishment of drone micro businesses in remote indigenous communities to work in land management and emergency scenarios.

Cr Jones noted that she was particularly interested to read about the prediction of the Neolithic Revolution and the Ecological Revolution, which is likely to occur by 2070. Cr Jones appreciated learning about the Northern Australian Land and Sea Management, Australia's First Nation Drone Network, Ian McKenzie's Unearthed presentation, and was pleased to see that the Queensland Disability network had been one of the Conference presenters. Cr Jones congratulated Cr Englert on his membership with the Australasian Institute of Emergency Services.

Cr Bonaventura appreciated the inclusion of key takeaway points and discussion key points from the Conference and noted the points made in the Indigenous Walking Forwards Together presentation. Cr Bonaventura advised that Council's Environment Recovery Sub Group had voted to ask Yuwi if they would like to provide someone to sit on that Group.

Cr Englert noted the updates on the Australian Warning System and advised that not long after the Conference, the Queensland Government released the report on the SES Review which recommends that QFES be dissolved and the SES and VMR be placed under the Commissioner of the Queensland Police Service, with the SES becoming its own entity.

Mayor Williamson noted that Local Disaster Management Group was advised this week that QPS intends to change it's name next year to QPES.

CARRIED

11.2. DEVELOPMENT SERVICES 11.2.1. MACKAY URBAN GREENING STRATEGY

Author	Acting Principal Planner – Strategic Planning (Viv Luxton)	
Responsible Officer	Director Development Services (Aletta Nugent)	
File Number	SPRP-052	
Attachments	 Draft Urban Greening Strategy - October 2022 Public Consultation - Submissions & Responses [11.2.1.1 - 7 pages] Mackay Urban Greening Strategy [11.2.1.2 - 25 pages] 	

Purpose

The purpose of this report is to:

- Summarise the feedback received during public consultation of the draft Mackay Urban Greening Strategy in October 2022.
- Describe minor adjustments to the Strategy made in response to feedback received during public consultation.
- Present the Mackay Urban Greening Strategy for adoption.

Related Parties

Submitter names have been redacted and therefore are not listed in this report.

Corporate Plan Linkage

Community and Environment

Sustainable Practices - We are responsible and active custodians of our natural environment, with future targets and commitments aimed at driving us towards a cleaner, greener and more sustainable region. Climate change will continue to be a consideration in forward planning and we will continue to implement sustainability initiatives in council operations.

Financial Strength

Optimised Asset Management - Our asset spend is aligned with the optimised maintenance, replacement and renewal of our asset base.

Resilient and Agile Economy - Our long-term vision guides our planning for present and future needs, understanding the future implications of decisions made today.

Live and Visit

Enhance Liveability - We have a range of housing and social infrastructure options that supports a great quality of life and wellbeing in our community.

Live, Visit and Play - We have a diverse mix of accessible spaces to live, visit and play.

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

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.

Background/Discussion

The Mackay Urban Greening Strategy (Strategy) provides a vision, target and actions to make Mackay cooler, greener and more connected. The strategy will guide Council actions in the urban greening space over the next

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20 years, including planting projects, tree management, policy review and community engagement. Council has been briefed throughout the preparation of the Strategy over the past two years. The draft Strategy was released for public consultation following a Council briefing in September 2022.

Public consultation was undertaken from 30 September 2022 until 30 October 2022. 161 people downloaded the draft Strategy, 30 feedback surveys were completed and 32 people placed a total of 146 pins on an interactive map which asked the community where they would like more trees planted.

The table below contains a summary of topics raised through feedback surveys, a response to topics raised and any changes to the Strategy proposed in response. Attachment 1 contains the full submissions received.

Ref #	Submission topic	Response	Proposed amendments to Strategy
	General Support - not recommending any changes just providing support for the Strategy	Noted	Nil
20	No feedback received as part of response	Not applicable	Nil
	Supportive. A 5-10 year timespan for the Strategy would be more appropriate due to climate change. The Strategy should provide definite projects and outcomes, especially projects that leave a legacy.	The action plan will be reviewed and updated during the 20-year life of the strategy. The 20-year strategy period will allow for a meaningful impact over the next two decades without requiring excessive review of Strategy. The continual review of suitable species for the changing climate is already captured within the actions. Specific projects will be developed progressively as the Strategy is implemented.	Nil
22	Supportive. Concern costs are not stated in Strategy and question whether costs are known or viable.	Cost estimates were calculated and used to determine achievable targets. Costs were not included in the public strategy document. The costs to deliver the Strategy's actions are not unreasonable and are within Council's ability to achieve. Providing adequate budget for the provision and maintenance of public vegetation is necessary and is practiced by councils across Australia.	Nil
23	Supportive. The Strategy should specify that Council should use endemic plant species. Council should consult with SGAP regarding species selection.	Council generally uses endemic plant species for all natural environment type plantings. This could be more clearly articulated in the Strategy. With regards to street trees, the current list includes some non-native plants that achieve good amenity outcomes. SGAP could be consulted in the future when reviewing Council's list of plant species to consider if additional species could be appropriate to include on the list. Council has discretion in this regard but is supportive of the use of endemic species where possible.	A few mentions of local native plants can be added with regards to proposed biodiversity plantings. The term local natives is used rather than endemic as it can be understood by a wider audience. Page 44 - Develop and implement a prioritised annual tree planting program that will create cooler streets, shaded pathways, green the gaps in our biodiversity corridors <u>with local</u> <u>native species</u> , create avenues, and reverse losses in canopy cover

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Ref #	[#] Submission topic	Response	Proposed amendments to Strategy
24	Supportive. Local native species should be used.		Page 12 - Greatest opportunities - Reduce the extent of mowed grass on council land by planting more <u>local</u> <u>native</u> trees and other vegetation, for biodiversity and habitat enhancement
25	may lead to unreasonable restrictions on private landholders with regards to vegetation management thereby increasing bushfire risk.	The Strategy does not recommend any tree protection measures for private properties be implemented in the short term. The Strategy has an intentional initial focus on the public realm which Council controls. Page 33 of the Strategy lists a key action is to explore potential mechanisms for protection of trees on private property. This action is not reflected in the action plan. As this is mentioned as a key action on Page 33, it should also be listed as an action in the action plan for consistency. This should be a long-term action as there are other actions around encouraging private tree planting and focusing on Council controlled lands first. Private tree protection mechanisms are used by some councils around Australia, most commonly to protect significant trees that contribute greatly to the amenity of areas. There are many types of mechanisms used and some include mapping and protecting locally important vegetation (e.g. Matters of Local Environmental Significance) that is not covered by state mapping in order to protect it from development. Any private tree protection mechanisms developed would need to give consideration to not increasing bushfire risks and not being onerous or preventing	For consistency add additional action to the action plan under 'protect & nurture our valued green assets' section (Page 45) to "Explore potential mechanisms for protection of trees on
26	leverage community involvement to	property owners from removing dangerous trees. The suggestions of incentives for encouraging landowners to plant on their property are noted. The Strategy already has an action to implement incentives for landowners to plant more trees. These ideas will be explored in the future - the greenest street competition is noted as a potential option.	Nil
27		The definition of urban greening clarifies that it is about vegetation in urban areas which includes trees, shrubs and grasses. While trees are important and referred to frequently, the Strategy also refers to trees and other vegetation in numerous places and particularly when talking about biodiversity planting.	Nil

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Ref #	Submission topic	Response	Proposed amendments to Strategy
28	Supportive. There should be more parks and open spaces and existing ones should be protected from development.	Noted. Not specifically related to the urban greening strategy.	Nil
29	Supportive. Protecting views in coastal areas for master planned estates should be considered with any coastal plantings.	This is more of a design consideration for a particular site. Not something that should be covered in the Strategy.	Nil.
30	 Supportive. make greening info more available ad campaign; showcase examples from other places; don't block beach frontage sea views - involve them in selecting low growing species; don't grow large trees near houses, roads, footpaths; don't grow malaeleucas close to houses due to hayfever; keep paths and stairs clean; add additional park table and benches, additional education on gardening; eradicate weeds esp. African tulip; make more working bees; bring back work for the dole scheme. 	 Responses in blue below: make greening info more available - ad campaign - Noted showcase examples from other places - Noted don't block beach frontage sea views - involve them in selecting low growing species - This is a design consideration don't grow large trees near houses, roads, footpaths - The Strategy covers this in developing best practice planting practices don't grow malaeleucas close to houses due to hayfever - This is a consideration for plant species list review keep paths and stairs clean - Noted add additional park table and benches - Noted provide additional education on gardening - Noted eradicate weeds esp African tulip - Noted and covered by Strategy make more working bees - Noted bring back work for the dole scheme - Not relevant to the Strategy 	Nil

Respondents from the following organisations indicated that their organisation would like to assist in the implementation of the Strategy actions:

- Pioneer Catchment Landcare
- Catchment Solutions
- Sarina Landcare Catchment Management Association
- Pointglen Developments (from an advisory perspective).

A summary of the changes made to the Strategy following public consultation is provided in the table below.

Page & Section	Change (add words underlined)	Change related to a submission?
Page 12 Greatest opportunities – Plant more trees (subheading) Dot point 4	Reduce the extent of mowed grass on Council land by planting more <u>local native</u> trees and other vegetation, for biodiversity and habitat enhancement	Yes – #23 & #24
Page 44 Action Plan Objective 1 – Grow greener and cooler neighbourhoods Line 5	Develop and implement a prioritised annual tree planting program that will create cooler streets, shaded pathways, green the gaps in our biodiversity corridors with local native <u>species</u> , create avenues, and reverse losses in canopy cover	Yes – #23 & #24

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Page & Section	Change (add words underlined)	Change related to a submission?
Page 45 Action Plan	Add additional action:	Yes - #25
Objective 2 – Protect & nurture	Explore potential mechanisms for protection of trees on	
our valued green assets	private property.	
	List timeframe as 'Long' and cost as '\$'.	
Page 19	Map group 2: Tree Canopy cover by suburb across the urban	No – change is to
Urban Greening in Mackay –	Mackay region (2021)	clarify year
Today		
Map group 2 title		
Page 21	Map group 4: Tree Canopy cover change (gain or loss) by	No – change is to
Urban Greening in Mackay	SA1 across the urban Mackay region (2015-2021)	clarify timeframe
Today		
Map group 4 title		

The finalised Strategy is provided as Attachment 2.

Consultation and Communication

The public consultation period for the draft Strategy document ran from 30 September 2022 until 30 October 2022. During this time the draft Strategy document was available for download. An interactive pin drop map was also available which allowed users to drop pins where they thought more trees were needed to provide shade for pedestrians and cyclists, provide large feature trees or for biodiversity plantings.

Six Facebook posts were made by Mackay Regional Council during the consultation window to promote the draft Strategy consultation and invite the public to respond. 307 people were also emailed the Mackay urban greening eNewsletter. The consultation attracted 545 visitors to the Urban Greening Connecting Mackay web page, 161 downloads of the draft strategy, 30 feedback survey responses and 146 pins dropped on the interactive map.

In 2021, a community 'urban greening survey' was run in July and August. Feedback from this survey informed the drafting of the strategy. A large amount of feedback was received with 261 surveys completed.

Resource Implications

The Strategic Planning team project managed the drafting of the Strategy. Moving forward, an Urban Greening Working Group comprised of staff across the organisation will collaboratively implement the action plan of the Urban Greening Strategy.

Risk Management Implications

The risks of not adopting the Strategy are as follows:

- A reduction in amenity and liveability;
- Increased vulnerability to changing climate, especially increased temperatures and heatwaves;
- Reduced attractiveness of the region in comparison to others;
- Poorer biodiversity outcomes.

Conclusion

The Mackay Urban Greening Strategy sets out a plan to make Mackay cooler, greener and better connected. There are an overwhelming number of benefits provided by increased vegetation in urban areas and this Strategy outlines a series of actions that set about achieving this in an efficient and logical manner.

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Officer's Recommendation

THAT Council adopts the Mackay Urban Greening Strategy.

Cr Bonaventura referred to page 45 of the document and noted the addition of the words "explore potential mechanisms for protection of trees on private property" and queried the inclusion of this given Urban Greening refers to Council's public land. Cr Bonaventura queried if this was included because one particular person asked for it and whether other private property owners or groups had been asked for their thoughts on that. Cr Bonaventura noted that while he would like that section removed he could also accept the wording being changed to "explore potential mechanisms to support voluntary protection of trees on private property".

The Director of Development Services Aletta Nugent, advised that the Strategy referred to a key action about how to protect trees on private property, with the submission received not being in favour of that however, in reviewing the submission it highlighted that while the strategy referred to the key action it was not reflected in the Action Plan, therefore actions were taken to make the Action Plan consistent with the Strategy, which is why that wording was included given it had already been part of the Strategy released for public consultation. The Director advised that the action is deliberately general and broad, is a longer term action and is something that would need to be considered as to how and if that would occur, noting that the initial stages of the Strategy will be focused on improving vegetation and greening on public land.

Cr Bonaventura advised that he did not believe it was in Council's best interest to enter into this area as it is private property and Council has enough to do looking after and enhancing public land and noted that he read the draft Strategy in relation to including public land but it was not in-depth.

The Director reiterated that the wording is deliberately broad and general to give maximum flexibility or options to Council at the time. The Director advised that from an Officers perspective they do not feel that it means Council will be heavy-handed in terms of regulating vegetation on private property.

Cr Englert acknowledged Cr Bonaventura's concern but noted that there was no Legislation that allows Council to enter private property to tell people what to do.

Mayor Williamson noted that this is a Strategy not a Policy document and that urban is everything in the urban area not just public land.

Cr May advised that her interpretation when reading this document was that Council's role could include being able to provide information to the property owner on how they could look after their trees.

Mayor Williamson noted that there was no legal premise for Council to do anything with this as it is a Strategy document, which will allow Council Officers the opportunity to interact with the community in the urban environment.

Cr Jones referred to the Significant Tree Register and recalled that when it was established, it referred to trees on public land not on private land.

Cr Green noted that on page 33 of the report it explains that there has been some community consultation.

Cr Jones queried if the section of the report being queried could be removed.

Mayor Williamson expressed disappointment that this has been circulated four times and at the time of adoption, queries were being raised.

The Director advised that she did not believe the wording locks Council into anything and in terms of legal mechanisms, there is nothing currently although some Local Governments have Local Laws, however Council would have to make a decision to go down that path. The Director advised that she felt the Strategy was general enough to give Council flexibility.

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Council Resolution ORD-2022-364

THAT Council adopts the Mackay Urban Greening Strategy.

Moved Cr Jones

Seconded Cr Green

Cr Jones advised that she does have her reservations about trees on private land but feels that the project generally has been very good, and looks forward to public spaces being cooler for the community who bike ride and walk.

Cr Bonaventura spoke in favour of the motion and asked people to look at page 45 'Protecting and Nurturing and Valuing our Greening Area' and the sentence two above the one he recently spoke about which states 'explore and use monetary bonds and fines using the Mackay tree valuation methodology to protect public trees impacted or removed by development' and the one which states 'explore potential mechanisms for protection of trees on private property' and understands why residents would feel uneasy. Cr Bonaventura advised that he will trust the Director and Council that this will not become a policing mechanism on people's individual trees.

Cr May noted that the preparation of the Strategy has been a comprehensive undertaking by the Officers with extensive community consultation and community engagement and this being a new Greening Strategy, will enhance the liveability of the Mackay Region. Cr May advised that she had been heartened to read that the community do want more street trees and thanked the Officers for their work.

CARRIED

Mayor Williamson offered his congratulations to the team, noting that it was high time Council had a Greening Strategy.

11.2.2. RESPONSE TO PETITION - MOWING IN REGION

Author Responsible Officer File Reference	Manager Parks and Environment (Andrew Davidson) Director Development Services (Aletta Nugent) Parks - General 1 Petition - Mowing in Region - 6 July 2022 [11,2,2,1 - 8 pages]	
Attachments	1. Petition - Mowing in Region - 6 July 2022 [11.2.2.1 - 8 pages]	

Purpose

To provide a response to Council for a petition received on 6 July 2022 relating to a request to increase mowing around the region.

Related Parties

Listed petitioners as per the attached petition.

Corporate Plan Linkage

Live and Visit

Live, Visit and Play - We have a diverse mix of accessible spaces to live, visit and play.

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.

Background/Discussion

Council received a petition on 6 July 2022 relating to a request to increase mowing around the region. The petition was tabled at Council's Ordinary Meeting of 27 July 2022, at which time it was resolved –

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

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

Moved Cr May

Seconded Cr Mann

CARRIED

The Parks and Environment Program is responsible for the delivery of mowing services (grass maintenance). It is acknowledged that during the 2021/2022 summer period the Program experienced various challenges including but not limited to staff vacancies, staff absences, equipment break downs and extended wet weather and ideal growing conditions that meant that service levels relating to grass maintenance were not being achieved to a standard expected by Council or the community.

Since that time, the Parks and Environment Program has been working on implementing a range of changes and conducting extensive recruitment activities to address these issues. The delivery of mowing services has as a result improved significantly since the petition was received.

Consultation and Communication

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Media communications were undertaken to inform the community that Mackay Regional Council acknowledges that service levels relating to grass maintenance were not being achieved, particularly for the period January to May 2022, but that the Program was actively working to get back on top of maintenance as soon as possible.

Council officers have been communicating this to residents via responses to customer requests and also in meetings with concerned residents.

Resource Implications

Due to an increase in park assets over time, it is still possible that there is a gap between current resources and the resources required to achieve levels of service consistent with the community's expectations.

The Parks and Environment Program has undergone significant changes and implemented a new structure to best utilise current resources and is actively refining maintenance schedules to support this. The Program is actively measuring the gap between achieving consistently applied desired levels of service and current service delivery, with a view to closing this gap. Closing the gap is likely to require additional resources or a modification of the levels of service, something that will continue to be monitored.

It should be noted that during each summer season, due to wet weather and ideal growing conditions, that the Parks and Environment Program consistently receives a high number of customer requests and it is unlikely that the Program will be able to achieve a level of grass maintenance consistent with all community members' expectations during periods of high rainfall and ideal grass growing conditions, however with the changes as made since the last summer period it is expected that the community will see a significant improvement in service levels.

Risk Management Implications

A very tight local labour market, and difficulty recruiting staff as felt by all sectors of the community, will continue to be a challenge and threaten service levels. As will unexpected equipment failure, and wet season ideal growing period during summer in Mackay. However, the Program will continue to prioritise and balance resource allocation to ensure that as far as reasonably practical, key risks of safety, financial and reputational damage are limited for the Council.

Conclusion

It is acknowledged that during the 2021/22 summer the level of grass maintenance for parks etc did not meet Council standards or community expectations.

Through implementing a new structure and various other changes to operations, the Parks and Environment Program is better positioned to deliver on desired levels of service for the assets it is responsible for maintaining within current available resources. The Program is continuing to refine maintenance schedules to best utilise its resources and this is an ongoing process. The Program is actively measuring the gap between achieving desired levels of service and current service delivery. With gaps identified, the Program is planning towards what additional resources are required to reduce the gap in service provision to ensure delivery to maintenance standards.

Officer's Recommendation

THAT Council acknowledges during the 2021/22 summer period that due to a range of issues the grass maintenance of parks etc did not meet Council standards or community expectations

FURTHER THAT it is noted that since that time, the Parks and Environment Program has been working on implementing a range of changes and conducting extensive recruitment activities to address these issues with

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a view to ensure that Council standards or community expectations are met for the coming summer period noting annual challenges with ideal growing conditions.

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

Council Resolution ORD-2022-365

THAT Council acknowledges during the 2021/22 summer period that due to a range of issues the grass maintenance of parks etc did not meet Council standards or community expectations

FURTHER THAT it is noted that since that time, the Parks and Environment Program has been working on implementing a range of changes and conducting extensive recruitment activities to address these issues with a view to ensure that Council standards or community expectations are met for the coming summer period noting annual challenges with ideal growing conditions.

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

Moved Cr Jones

Seconded Cr Townsend

The Director for Development Services Aletta Nugent, noted that a briefing had been provided to Council recently and acknowledged that there had been a lot of work happening in the Park's environment program and things did fall behind expectations last wet season, but a lot of work has been done since then to improve operations.

CARRIED

11.3. ORGANISATIONAL SERVICES <u>11.3.1. THE STATE OF QUEENSLAND PUBLIC SAFETY BUSINESS AGENCY - LEASE REQUEST AT</u> LOT 377 CI3437

Author	Land and Property Officer (Jacinta Pollock Bonnett)	
Responsible Officer	Director Organisational Services (Kylie Lamb)	
File Number	3437-377-Cl	
Attachments	1. The State of Queensland PSBA [11.3.1.1 - 1 page]	

Purpose

To approve a new lease agreement with The State of Queensland (Represented by Public Safety Business Agency) over an approximate area of 38 square meters on part of Lot 377 on CI3437, known as Lot 377 Hicks Road, Mount Pleasant for the purpose of a communication tower.

Related Parties

The State of Queensland (Represented by Public Safety Business Agency)

Corporate Plan Linkage

Financial Strength

Ethical Decision-Making and Good Governance - We are committed to keeping our community informed about our activities and performance and employing robust governance policies and procedures to ensure legislative compliance and organisational integrity.

Background/Discussion

The Agency was previously granted a licence agreement for this parcel of land, and this licence expired in August 2021.

The licence arrangement is no longer suitable for the Agency. The Agency have requested to sign a 5-year lease agreement rather than a licence which generally has a term of 3 years. This site contains other telecommunication leases, and for consistency, a lease would be the most suitable option.

According to Section 236(1)(b)(i) of the Local Government Regulation 2012, "a local government may dispose of a valuable non-current asset other than by tender or auction if – the valuable non-current asset is disposed of to a government agency."

Consultation and Communication

Property and Leasing Officer (Radio Communications) for Queensland Police Service, Water Networks Maintenance/Project Officer, Senior ICT Network Engineer, Property Services – Supervisor Land Operations, Land and Property Officer, and Commercial Lease and Property Officer.

Resource Implications

The current rental income from the Agency is \$2,500 + GST per annum, and this amount would remain current for the first year of the new lease. The conditions of the lease will allow for annual rent reviews over the 5-year term.

Risk Management Implications

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By not approving this lease, communications for emergency services may be interrupted and have a detrimental effect to the community.

Conclusion

This represents the most advantageous outcome to Mackay Regional Council and the community.

Officer's Recommendation

THAT Council

- 1. approves a lease agreement for a period of five (5) years with The State of Queensland (Public Safety Business Agency) for an approximate area of 38 square metres on part of Lot 377 on Cl3437, known as Lot 377 Hicks Road, Mount Pleasant for the purposes of a communications tower; and
- resolves that an exemption applies under Section 236(1)(b)(i) of the Local Government Regulation 2012, "a local government may dispose of a valuable non-current asset other than by tender or auction if – the valuable non-current asset is disposed of to a government agency."

Council Resolution ORD-2022-366

THAT Council

- approves a lease agreement for a period of five (5) years with The State of Queensland (Public Safety Business Agency) for an approximate area of 38 square metres on part of Lot 377 on Cl3437, known as Lot 377 Hicks Road, Mount Pleasant for the purposes of a communications tower; and
- 2. resolves that an exemption applies under Section 236(1)(b)(i) of the *Local Government Regulation 2012*, "a local government may dispose of a valuable non-current asset other than by tender or auction if the valuable non-current asset is disposed of to a government agency."

Moved Cr May

Seconded Cr Townsend

CARRIED

11.3.2. LEASE RENEWAL - MACKAY KENNEL CLUB INC

Author	Land and Property Officer (Jacinta Pollock Bonnett)	
Responsible Officer	Director Organisational Services (Kylie Lamb)	
File Number	559-230185-SP	
Attachments	1. Mackay Kennel Club [11.3.2.1 - 1 page]	

Purpose

To consider a request to renew the Mackay Kennel Club Inc lease for an area of approximately 1421 square meters being part of Lot 559 on SP230185 at 1 Makybe Diva Drive Ooralea.

Related Parties

Mackay Regional Council and Mackay Kennel Club Inc

Corporate Plan Linkage

Live and Visit

Community Participation and Active Lifestyles - Our region is vibrant and culturally rich, home to a wide variety of events, experiences and attractions.

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 Council of the Shire of Pioneer entered into a lease with the Mackay Kennel Club on the 1 August 1980 for a period of 30 years, followed by a 10-year lease expiring 28 February 2023.

Mackay Kennel Club occupy the site at 1 Makybe Diva Drive Ooralea, which is Crown (Reserves), and a wellestablished park/playground in the Ooralea area known as Muller Park. The Kennel Club also share this site with the Mackay Society of Model Engineers, who have their own lease area on this property.

The Mackay Kennel Club will require usage of the whole park area approximately 4 times a year when they hold their shows. They currently submit requests through Park Bookings when these shows are held and will continue to do so.

According to Section 236 (1) (b) (ii) of the Local Government Regulation 2012, "a local government may dispose of a valuable non-current asset other than by tender or auction if – the valuable non-current is disposed of to a community organisation."

Therefore, Council is not required to tender this before leasing the property.

Consultation and Communication

Representatives of Mackay Kennel Club Inc, Legal Counsel, Manager Property Services, Supervisor Land Operations, Land and Property Officer, and Commercial Lease and Property Officer.

Resource Implications

All costs incurred in respect to the preparation and lodgement of the lease documentation will be borne by Lessee.

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The lease will be a standard "Trustee" lease inclusive of rental in accordance with the Mackay Regional Council's Community Leasing Policy and other like conditions.

Risk Management Implications

The Mackay Kennel Club have a large following within our community, they also hold about 4 shows a year, bringing in large numbers of visitors from not only the State but the Country as well, to the Mackay Region. Should the lease not be renewed, both our community and region would not be able to benefit from the opportunities that arise from holding such events.

Conclusion

Given that the Mackay Kennel Club have leased the area for 40 years and have maintained the land showing a long-term commitment to this land, approving the lease renewal for another ten (10) years is the most advantageous outcome to Council and the community.

Officer's Recommendation

THAT Council

- 1. resolves that an exemption applies under Section 236 (1) (b) (ii) of the *Local Government Regulation* 2012, "a local government may dispose of a valuable non-current asset other than by tender or auction if the valuable non-current is disposed of to a community organisation; and
- approves a new lease for Mackay Kennel Club Inc for a total area of approx. 1421 square meters being part of Lot 559 on SP230185 on 1 Makybe Diva Drive Ooralea for a period of ten (10) years with such lease to commence on 01/03/2023.

Council Resolution ORD-2022-367

THAT Council

- 1. resolves that an exemption applies under Section 236 (1) (b) (ii) of the *Local Government Regulation 2012*, "a local government may dispose of a valuable non-current asset other than by tender or auction if the valuable non-current is disposed of to a community organisation; and
- 2. approves a new lease for Mackay Kennel Club Inc for a total area of approx. 1421 square meters being part of Lot 559 on SP230185 on 1 Makybe Diva Drive Ooralea for a period of ten (10) years with such lease to commence on 01/03/2023.

Moved Cr Green

Seconded Cr Mann

CARRIED

12. RECEIPT OF PETITIONS

Nil

13. TENDERS

Nil

14. CONSIDERATION OF NOTIFIED MOTIONS

Nil

15. PUBLIC PARTICIPATION

Jenny Hawkings addressed Councillors in relation to Mac's Speedway and advised that she is now the sole owner of the complex. Ms Hawkings outlined her future plans for the resurrection of the complex.

Rhonda Marriage addressed Councillors in relation to the Pioneer Valley Pumped Hydro Project and noted that she was part of the Worldwide Rally for Freedom Mackay.

Christine Keys addressed Councillors in relation to the Smart City Agenda and noted that she was part of the Worldwide Rally for Freedom Mackay and thanked Council for responding to her query in relation to the Australian flag.

16. LATE BUSINESS

Cr May advised that the Eungella P and C had last week held the Festival of Small Halls, leading up to the Woodford Folk Festival with three great acts in attendance. Cr May noted that the proceeds support the Eungella Progress Association and the Eungella P and C. Cr May referred to the Regional Development Australia Greater Whitsunday Region which saw the resignation of the Chair Pierre Viljoen who is transferring to Jakarta through the Central Queensland University, leaving the position of Chair open. Cr May advised that the position is being advertised now and encouraged anyone interested in the position to apply.

Cr Bonaventura thanked the staff for their work during the year and wished them and the residents of the Region the best for Christmas. Cr Bonaventura invited staff and Councillors to attend the Habana Carols under the Star on Saturday, December 17, noting that this event will mark the 30th consecutive Carols under the Stars.

Cr May offered her thanks to Kylie Lamb, Director of Organisational Services, who is leaving Council this week. Cr May advised that she has known Kylie for many years and has seen her grow and develop into a very effective leader for Council and is always confident that Council's finances are in good hands with Kylie, noting that she has been instrumental in making sure that Mackay Regional Council is one of the most financially sustainable Councils in Queensland.

Cr Green advised that she had attended the Mackay Family Support Alliance meeting recently and at the meeting it was raised by the Neighbourhood Hub, that there are a number of services combining resources this year, to put together Christmas hampers for community members. Cr Green advised that donations for the hampers could be dropped at the Neighbourhood Hub.

17. CONFIDENTIAL REPORTS

THAT the meeting be closed to the public in accordance with the *Local Government Act 2009 (Section 254J of the Local Government Regulation 2012)* to discuss matters relating to:-

Confidential Item

Reason for Meeting Closure

MACKAY REGIONAL COUNCIL

Item 17.1 - Approved Sponsorship Under the Invest Mackay Events and Conference Attraction Program - November 2022	(c) the Council's budget
Item 17.2 - Approved Concessions Under Facilitating Development in the Mackay Region Policy - November 2022	(c) the Council's budget
Item 17.3 - Disposal of Council Land - Various Lots	(c) the Council's budget
Item 17.4 - Draft Minutes - Invest Mackay Events and Conference Attraction Program Advisory Committee Meeting - 14 November 2022	(c) the Council's budget

Moved Cr Mann

Seconded Cr Townsend

CARRIED

10:54 am - The meeting be closed to the public.

THAT the meeting be reopened to the public.

Moved: Cr Green

Seconded: Cr Englert

<u>CARRIED</u>

11:01 AM - The meeting reopened to the public.

17.1. APPROVED SPONSORSHIP UNDER THE INVEST MACKAY EVENTS AND CONFERENCE ATTRACTION PROGRAM - NOVEMBER 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**.

MACKAY REGIONAL COUNCIL

Council Resolution ORD-2022-368

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

Moved Cr Hassan

Seconded Cr Townsend

CARRIED

17.2. APPROVED CONCESSIONS UNDER FACILITATING DEVELOPMENT IN THE MACKAY REGION POLICY - NOVEMBER 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-2022-369

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

Moved Cr Mann

Seconded Cr Green

CARRIED

17.3. DISPOSAL OF COUNCIL LAND - VARIOUS LOTS

Confidential

Confidential Report to be forwarded separately.

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (g) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter relating to negotiations relating to a commercial matter involving the Council for which a public discussion would be likely to prejudice the interests of the Council.

Council Resolution ORD-2022-370

THAT Council approve the sale of the following properties through the auction process with Blacks Real Estate;

- 116 Owens Creek Loop Road, Gargett, known as Lot 1 on RP852462
- Lot 24 Turtle Point Lakeside Laguna Quays, Kunapipi Springs Road, Laguna Quays, known as Lot 24 on GTP107153

MACKAY REGIONAL COUNCIL

- Lot 1 Vellas Road, Marian, known as Lot 1 on SP303421
- Lot 1 Campbells Road, Bloomsbury, known as Lot 1 on RP739880

AND That the Chief Executive Officer be given delegation to negotiate a sale price for all lots on behalf of Mackay.

Moved Cr May

Seconded Cr Green

CARRIED

17.4. DRAFT MINUTES - INVEST MACKAY EVENTS AND CONFERENCE ATTRACTION PROGRAM ADVISORY COMMITTEE MEETING - 14 NOVEMBER 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 pbulic to discuss a matter **relating to Council's budget**.

Council Resolution ORD-2022-371

THAT the draft minutes of the Invest Mackay Events and Conference Attraction Program Advisory Committee meeting dated 6 December 2022 be received.

FURTHER THAT the recommendation of the Invest Mackay Events and Conference Attraction Program Advisory Committee in item 3.1 be supported.

Moved Cr May

Seconded Cr Green

CARRIED

Crs Seymour, Jones and Bonaventura recorded their votes against the motion.

17.4. CONSIDERATION OF FURTHER INFORMATION - INVEST MACKAY EVENTS AND CONFERENCE ATTRACTION PROGRAM ADVISORY MINUTES - 6.12.22

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-2022-371

THAT the draft minutes of the Invest Mackay Events and Conference Attraction Program Advisory Committee meeting dated 14 November be received

MACKAY REGIONAL COUNCIL

Moved Cr May

Seconded Cr Green

CARRIED

18. MEETING CLOSURE

Mayor Williamson presented Cr Bonaventura with a Local Government Association of Queensland Certificate of Service for 10 years of service, noting though that it's now quite a bit more than that.

Cr May presented Mayor Williamson with a Local Government Association of Queensland Certificate of Service for 10 years of service, noting though that it's actually 12 years.

Mayor Williamson, on behalf of the Councillors, thanked the Director of Organisational Services Kylie Lamb, for her contribution to Council as an employee, leader and to him personally as a confidant. Mayor Williamson welcomed Council's new Chief Executive Officer, Scott Owen to the team.

Meeting closed at 11:06 am.

19. FOR INFORMATION ONLY

19.1. BUILDING WORKS STATISTICS - NOVEMBER 2022

MACKAY REGIONAL COUNCIL

19.2. DEVELOPMENT APPLICATIONS - NOVEMBER 2022

Confirmed on Wednesday 25 January 2023.

MAYOR

8. BUSINESS ARISING OUT OF PREVIOUS MINUTES

Nil

9. MAYORAL MINUTES

Nil

10. CONSIDERATION OF COMMITTEE REPORTS & RECOMMENDATIONS

10.1. AUDIT COMMITTEE - MINUTES OF MEETING 01 DECEMBER 2022

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

Attachments 1. Draft Minutes [10.1.1 - 9 pages]

Purpose

To receive the draft final minutes of the Audit Committee (the Committee) meeting held on 01 December 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 01 December 2022.

Council Resolution ORD-2023-003

THAT the minutes of the Committee meeting of 01 December 2022.

Moved Cr Bella

Seconded Cr Englert

CARRIED UNANIMOUSLY



FINAL MINUTES

Audit Committee

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

On Thursday 1 December 2022

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MACKAY REGIONAL COUNCIL

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.

Chair Mr T Cronin, welcomed new Chief Executive Officer, Mr Scott Owen to the meeting. Mr Owen provided the Committee with an overview of his work history.

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 K May and Cr B Hassan.

Council Officers:

Mr S Owen (Chief Executive Officer), Mrs K Lamb (Director Organisational Services), Mr J Rule (Manager, Financial Services), Mrs J Wix (A/Senior Internal Auditor) and Mrs J Ronald (Minute Secretary)

Visitors:

Mr J Gould (External Auditor, SBB Partners), Mr D McKendry (Executive Officer), Ms S Shuttlewood (Coordinator Performance & Risk), Mr J Carless (Director, Capital Works), Mr S Hildred (Manager, Information Services), Mr G Hawes (Manager, Transport & Drainage Infrastructure Planning), Mrs T Cousin (Manager Economic Development & Tourism), Mrs K Verroen (Co-ordinator Corporate Governance), Mr C Jessup (A/Manager Asset Management), Mr M Witt, Ms D Sallakh and Mr P Blakeney (BDO).

The meeting commenced at 10:02 am.

2. APOLOGIES

Mr P Hinton (External Auditor, SBB Partners) and Ms M Manuel (Manager, QAO).

3. CONFLICT OF INTEREST

Nil

4. CONFIRMATION OF MINUTES

AC Resolution AC-2022-158

THAT the minutes of the Audit Committee held on 25 August 2022 and 26 September 2022 be accepted.

Moved Cr Williamson

Seconded Monica McKendry CARRIED

5. BUSINESS ARISING OUT OF PREVIOUS MINUTES

Actions from 25 August 2022 Meeting

Corporate Governance – Waiving of Fees and Charges

Action – The committee requested advice on a benchmark from previous years for the waiving of fees and charges.

Completed - Email sent to Committee on 08 September 2022

Annual Meeting Plan

It was noted to add to the December 2022 meeting - Risk Focus - Cyber Security and Capital Works Session. Completed – Sessions add to meeting for today.

6. REPORTS TO BE TABLED

6.1. EXTERNAL AUDIT & QAO BRIEFING PAPER

THAT the Audit Committee receive the attached briefing paper.

Moved Cr Williamson

Seconded Monica McKendry CARRIED

6.2. EXTERNAL AUDIT - CLOSING REPORT 2021/2022

Audit Committee Resolution AC-2022-160

THAT the Audit Committee receive the 2022 Closing Report from the Queensland Audit Office Engagement Leader (SBB Partners).

Moved Tim Cronin

Seconded Cr Williamson CARRIED

6.3. STRATEGIC FINANCIAL REPORT - SEPTEMBER 2022

Audit Committee Resolution AC-2022-161

THAT the Audit Committee receive the Strategic Financial Report for September 2022.

Moved Monica McKendry

Seconded Cr Williamson CARRIED

6.4. STRATEGIC FINANCIAL REPORT - OCTOBER 2022

THAT the Audit Committee receive the Strategic Financial Report for October 2022.

Moved Monica McKendry

Seconded Cr Williamson CARRIED

6.5. AUDITED FINANCIAL STATEMENTS 2021/22

Audit Committee Resolution AC-2022-162

THAT the Audit Committee receive the audited 2022 Annual Financial Statements.

Moved Cr Bella

Seconded Cr Williamson CARRIED

6.6. ACCOUNTING FILE NOTES 2022/23

Audit Committee Resolution AC-2022-163

THAT the Audit Committee receive the interim 2022/23 accounting file notes and provide feedback.

Moved Cr Williamson

Seconded Cr Bella CARRIED

6.7. INTERNAL AUDIT - PROGRESS REPORT

Audit Committee Resolution AC-2022-164

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

Moved Cr Williamson

Seconded Tim Cronin CARRIED

6.8. INTERNAL AUDIT - AUDIT ACTIONS REGISTER

Audit Committee Resolution AC-2022-165

THAT the Audit Action Register as at 31 October 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 Cr Bella

Seconded Cr Williamson <u>CARRIED</u>

6.9. INTERNAL AUDIT REPORT - ASSET ACCOUNTING - WORK IN PROGRESS (WIP)

Audit Committee Resolution AC-2022-166

THAT the Internal Audit Report – Asset Accounting – Work in Progress be received by the Audit Committee.

Moved Cr Williamson

Seconded Tim Cronin CARRIED

6.10. FOLLOW UP INTERNAL AUDIT - LEASE MANAGEMENT

Audit Committee Resolution AC-2022-167

THAT the Follow-Up Internal Audit Report – Lease Management be received by the Audit Committee.

Moved Monica McKendry

Seconded Cr Bella CARRIED

6.11. CAPITAL WORKS UPDATE

Mr J Carless (Director, Capital Works) presented to the Committee.

6.12. ASSET MANAGEMENT UPDATE

Audit Committee Resolution AC-2022-168

THAT the Audit Committee note the update for Asset Management.

Action - CEO requested for a plan to be presented around the outstanding WIP to ensure there is no carryover.

Moved Cr Williamson

Seconded Tim Cronin CARRIED

6.13. INTERNAL AUDIT REPORT - CONTRACT MANAGEMENT - AQUATIC FACILITIES

Audit Committee Resolution AC-2022-169

THAT the Internal Audit Report – Management of Aquatic Facilities be received by the Audit Committee.

Moved Tim Cronin

Seconded Monica McKendry CARRIED

6.14. TRANSPORT & DRAINAGE INFRASTRUCTURE PLANNING PRESENTATION

Mr G Hawes (Manager, Transport & Drainage Infrastructure Planning) presented to the Committee.

6.15. LUNIMAR EVENT MANAGEMENT PRESENTATION

Ms T Cousin (Manager, Economic Development) presented to the Committee.

- 12.45pm The meeting adjourned for lunch
- 1.10pm The meeting resumed.
- 1.10pm Cr May re-entered the Council Chambers.

6.16. CORPORATE GOVERNANCE

Audit Committee Resolution AC-2022-170

THAT the report be noted.

Moved Cr Williamson

6.17. FRAUD AND CORRUPTION PREVENTION

Audit Committee Resolution AC-2022-171

THAT the Fraud and Corruption Prevention report be received.

Moved Cr Williamson

Seconded Cr Bella

Seconded Cr Bella

CARRIED

Seconded Tim Cronin

CARRIED

CARRIED

6.18. ENTERPRISE RISK MANAGEMENT: STRATEGIC RISK REPORT - FIRST QUARTER - 2022-2023

Audit Committee Resolution AC-2022-172

THAT the Strategic Risk Report, First Quarter 2022-2023 is received by the Audit Committee.

Moved Cr Williamson

6.19. CYBER SECURITY - RISK FOCUS & UPDATE

Mr S Hildred (Manager Information Services) presented to the Committee.

Action - The next risk focus session for the next meeting is Inadequate planning for infrastructure requirements resulting in infrastructure that does not meet the community's needs.

6.20. MEETING PLAN 2023

Audit Committee Resolution AC-2022-173

THAT the Committee approve the meeting plan and meeting dates for 2023.

Moved Tim Cronin

Seconded Cr Williamson CARRIED

7. OTHER BUSINESS

2.20pm The Chair closed the meeting for a closed session with Committee members only.2.45pm The Chair opened the meeting after the closed session.

The Committee acknowledged it was the last meeting for Mrs Kylie Lamb, Director of Organisational Services, and thanked Kylie for her hard work over many years. The Committee wished Kylie all the best in her future endeavours.

7.1. NEXT MEETING

The next meeting will be held on Thursday 23 February 2023.

8. MEETING CLOSURE

Meeting closed at 2.45pm

10.2. LOCAL DISASTER MANAGEMENT GROUP (LDMG) MINUTES - 5 DECEMBER 2022

Author	A/Emergency Management Co-ordinator (Kristie Brown)
Responsible Officer	Director Community & Client Services (Angela Hays)
File Number	LDMG

Attachments 1. FINAL MINUTES - LDMG Meeting - 5 December 2022 [10.2.1 - 4 pages]

Purpose

To present to Council the Local Disaster Management Group (LDMG) Minutes of the meeting held on 5 December 2022 for information purposes.

Related Parties

n/a

Corporate Plan Linkage

Priority: Community Health & Wellbeing

Strategy: Disaster preparedness - Build community preparedness and responsiveness to emergencies and natural disasters.

Officer's Recommendation

THAT the Minutes of the Local Disaster Management Group Meeting of 5 December 2022 be received.

Council Resolution ORD-2023-004

THAT the Minutes of the Local Disaster Management Group Meeting of 5 December 2022 be received.

Moved Cr May

Seconded Cr Englert

CARRIED UNANIMOUSLY

MACKAY LOCAL DISASTER MANAGEMENT GROUP MEETING

Monday, 5 December 2022, 1.00pm

MRC: Reception Room & Microsoft Teams Teleconference

MINUTES

Meeting Opened: 1:00pm

ATTENDEES	
AGENCY	NAMES
Mackay Regional Council	Cr. Greg Williamson
	Scott Owen
	Cr Karen May
	Cr Justin Englert
	Cr Fran Mann
	Angela Hays
	Jason Devitt
	Mark Sleeman
	Kylie Lamb
	Aletta Nugent
	Kristie Brown
	Carla Duck
	Vicki Booth
Dalrymple Bay Coal Terminal	Sam Franettovich
Department of Education	Rod Wood
Ergon	Dan Chilcott
Mackay Hospital and Health Service (MHHS)	Claire Molloy
Marine Safety Queensland	Matthew Cummings
NBN Co	Rick Hospers
North Queensland Bulk Ports	Anthony Lee
North Queensland Primary Health Network	Nicola Hall
Queensland Fire and Emergency Services (QFES)	Mark Ashford, Darryl Youngberry, Jeffrey Bennett
Queensland Police Service (QPS)	Mark Lewer, Jeremy Novosel, Mitch Benson
Queensland Transport	Priyanga Senanayaka
State Emergency Services (SES)	Alex McPhee

APOLOGIES								
AGENCY	NAMES							
Mackay Regional Council	Cameron Jessup, Tracey Heathwood							
Dalrymple Bay Coal Terminal	Paula Northam							
Mackay Airport	Philip Clark							
North Queensland Primary Health Network	Colleen Watkins							
Red Cross	Frank Frazer							
State Development, Infrastructure, Local Government & Planning	Nikki Wright							

	Торіс								
1	WELCOME - Chair - Mayor, Cr Greg Williamson								
	The Chair thanked everyone for their attendance at this LDMG meeting and acknowledged the Traditional Custodians of the land.								
	Chair introduced Council's new CEO, Scott Owen and welcomed him to his first LDMG meeting. Scott gave an overview of his previous experience.								
	Additional Apologies noted								
2.	MINUTES OF PREVIOUS MEETING								
	 No business arising from the minutes dated 10 October 2022. 								
	o Additional apology to be noted from Cr Fran Mann (MRC) for meeting held 10/10/22								
	Moved: Angela Hays Seconded: Alex McPhee CARRIED								
3.	ACTION LIST								
	 Aged Care Update - Carla Duck Meeting held with representatives from NQPHN, MHHS, QPS and Council Letter being drafted from QPS – will incorporate Risk Assistance and Responsibilities Chair asked if a procedure is being developed/documented as to ensure everyone is aware of responsibilities moving forward Carla advised that there is a table incorporated that has each responsibility, Chair asked for it to be sent to the LDMG prior to it being signed off. 								
	Action: Carla Duck to send letter to Chair prior to being signed								
4.	CORRESPONDENCE								
	Outwards correspondence was received and noted by the LDMG.								
	AGENDA ITEMS:								
5.	MACKAY LDMG CYCLONE SHELTER OPERATION SUB PLAN								
	 Feedback was sought from the LDMG and the plan has been updated ready for endorsement of the group. Thank you to the members/ agencies who provided feedback. 								
	RECOMMENDATION								
	THAT the Mackay LDMG Cyclone Shelter Operation Sub Plan be endorsed by the LDMG membership								
	Moved: Angela Hays Seconded: Cr Karen May								
6.	REPORTING: Agency Status Reports								
	Comments:								
	 MHHS, Claire Molloy – report: Chair asked how the 3 significant reviews on current plans are going – Claire responded that they are going well and definitely a work in progress 								
	 MRC EM, Carla Duck – report: Chair asked if TMR have granted access to the request for their camera's to be on the disaster dashboard – Carla advised that she hasn't had a response as yet 								
	 MRC, Cr Karen May – Recovery Sub Group Meetings Local Disaster Recovery Human & Social and Infrastructure groups have met recently: Red Cross have offered to conduct Evacuation Centres Training for anyone that is interested in volunteering – please email Sam Savage: <u>ssavage@redcross.org.au</u> MRC EM Team gave a presentation to Human & Social on P-CEP and how they have been engaging with the community Sarina Hospital had a mini COVID outbreak and implemented strict COVID measures to protect patients 								

	 MRC Emergency Management along with Get Ready ambassador - Johnathan Thurston interaction with community after local school won the "Meet and Greet with JT" competition Human & Social Group had Interest in Homelessness during a disaster – Meeting being held on 16 Dec to explore issue Been a good checkin with groups pre Christmas. Angela Hays also informed group that the Environmental Recovery group has also recently met Chair commended the team on a fantastic couple months of community engagement
	 MRC, Kristie Brown – Cyclone Saturday Fantastic turnout with a lot of new residents attending to find out information from us and our other stakeholders at the event. Heavily promoted the Emergency Action Guide, Disaster Dashboard and more importantly helping people download this onto there phones and opt-in for notifications.
	 MSQ, Matthew Cummings – report: Nothing further to add from the submitted report
	 NQBP, Anthony lee – report: Chair asked how the Field exercise on 23rd November went In the exercise, most of the oil will end up north of Hay Point – if this happens in real life it will be very labour intensive, we would be looking at the LDMG for support
	 QFES, Mark Ashford – report Chair noted that is nice to see the beach access locations are being discussed and consultation between parties and will help with our coastal management plan Resent rain has been good for us with lowering the bush fire danger
	 SES, Alex McPhee - report: Chair commented on the good number of new volunteers – Alex advised that the onboarding process is a lot quicker and conducting monthly induction sessions
	 Department of Education, Rod Wood School emergency response plans in place and up to date Chair asked if we access to keys if need to utilise schools if there is an event Rod responded that all principals know their responsibilities around access and we have both work and private contacts for all and will contact them if needed
	 QPS, Mark Lewer, Jeremy Novosel - update: Changes that are coming into state with the Emergency Management Changes – there has been two inquires that are on the internet for anyone to look at - the Bluewater Review (VMR and Coastal Guard Control Groups) and QFES Review: SES and Emergency Management will come to QPS and Volunteer Marine which will be called Marine Recue Qld will also come to QPS – in effect nothing will change in what they do. QPS will probably be changed to QPES. Committee stood up and tasked to implement the changes, expect this to take effect in financial year 23/24. Mark will advise group of any updates. Question was asked if road crash will stay with QFES or go – response, QFES will still do the rescue working in conjunction with police for road crash. Jeremy - Resource wise we are fine leading upto the holiday period, usually see movement across the state around end of January and filling of vacancies. All areas are covered
	 NBN Co, Rick Hospers – update: BAU Equipment ready to dispatch if needed – recently had a fire in Bowen which we got to test our procedures, all went well.
	Chair asked all agencies if there are any known issues with providers etc as we need to know about it now – no issues or concerns were raised. Noted that Mackay Airport, Ergon and Mater Hospital submitted status reports
7.	DISASTER MANAGEMENT TRAINING FOR LDMG MEMBERS – Jeffrey Bennett (QFES)
	It is important that if you are a representative on the LDMG for your organisation (primary or proxy) you must have the necessary training and skills to do so.
	RECOMMENDATION
	To be noted. If you require further training or unsure of what training you may require, please contact QFES A/Emergency Management Coordinator <u>Jeffrey.Bennett@qfes.qld.gov.au</u>
	Update following meeting – Two sessions have been organised for 15 December for QDMA training – if you are available to attend please contact Jeff

8.	GENERAL BUSINESS:
	 Angela Hays advised that this will be the last LDMG meeting with Carla as our EMC for MRC as she will be returning back to her role at QFES on 20th January. We will be advertising the position this week until early next year. There will be a small gap and Kirstie Brown will be acting in the position until we complete the permanent recruitment of the role again.
	 Mark Lewer informed the group that the Bureau of Meteorology have a northern office now and do a weekly weather report – offer to all LDMG members to dial-in. If you would like the invite please email Mark - <u>mark.lewe@qps.qld.gov.au</u> and he will forward to you.
	Chair thanked all and have a great Christmas.
9.	NEXT MEETING – Please add to your calendar, date claimers will be sent out in the near future
	Monday 30 th January 2023
	Future Meetings 2023:
	 Monday, 3rd April
	 Monday, 3rd July
	 Monday, 9th October
	Monday 4th December
	Public Holidays 2023 – 26 Jan Australia Day, 7-10 April Easter, 25 April Anzac, 1 May Labour Day,
	22 June Mackay Show Holiday, 2 October Kings Birthday.
	School Holidays 2023 – 31 March to 17 April, 23 June to 10 July, 15 Sept to 3 October, 8 December
10.	MEETING CLOSED at 1.35pm

11. CORRESPONDENCE AND OFFICER'S REPORTS

11.1. OFFICE OF THE MAYOR AND CEO <u>11.1.1. THE OFFICE OF THE MAYOR AND CEO MONTHLY REVIEW REPORT - NOVEMBER &</u> <u>DECEMBER 2022</u>

Author Responsible Officer File Reference Chief Executive Officer (Scott Owen) Chief Executive Officer (Scott Owen) DMRR

Attachments

 FINAL - Report for Office of Mayor CE Os -Monthly Review - November & December 2022 [11.1.1.1 - 26 pages]

Purpose

To provide Council with the Office of the Mayor and Chief Executive Officer's Monthly Report for the months of November and December 2022.

Related Parties

Nil

Officer's Recommendation

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

The following Questions were taken on Notice to be answered outside the meeting -

- Cr Bella referred to the funding for Bells Creek bridge and queried if it was for the Sarina Homebush crossing.
- Cr Townsend referred to the staff member who had received a psychological injury and queried if there was an update on the employees condition and what Council had been doing to support the employee.

Council Resolution ORD-2023-005

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

Moved Cr May

Seconded Cr Mann

CARRIED UNANIMOUSLY



Office of Mayor and CEO

Monthly Review Period – November & December 2022

Office of the Mayor and CEO Monthly Review > November & December 2022

Office of the Mayor and CEO Monthly Review > November & December 2022

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Office of the Mayor and CEO Monthly Review > November & December 2022

OVERVIEW

It is with pleasure that I present my first Office of the Mayor and CEO Monthly Review report.

This report is for the Office of the Mayor and CEO (OMCEO) for November and December 2022.

- As at the end of December, Council has reached 4 LTI's with a total of 48 days lost. All incidents and reports of near misses continue to be reviewed of learnings and opportunities.
- The last Council meeting (and briefing) day was 7 December 2022, with meetings, briefings and Council in Community Days now restarting after the Christmas/New Year break.
- The period saw the resignation of Kylie Lamb as Director Organisational Services, with Anthony Bigby Council's Senior Legal Counsel from OMCEO undertaking the Acting role.
- Council received \$5M funding for the replacement of Bells Creek Bridge meaning a full replacement is possible rather than repairs/rehabilitation.

A

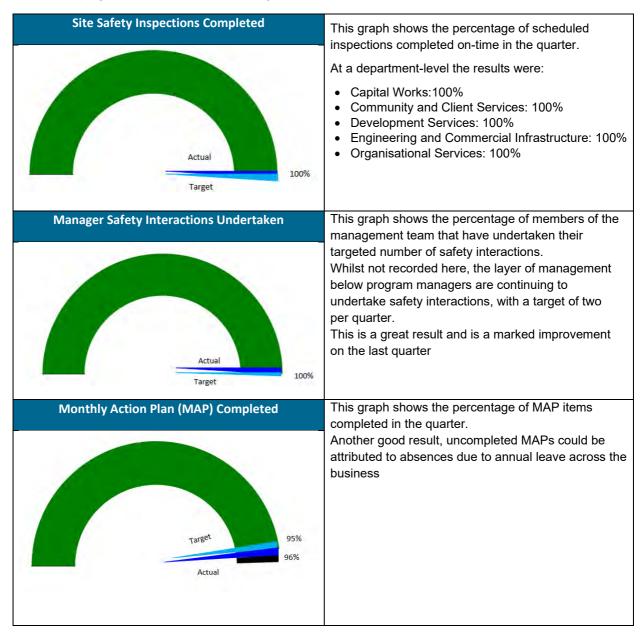
Scott Owen Chief Executive Officer

Office of the Mayor and CEO Monthly Review > November & December 2022

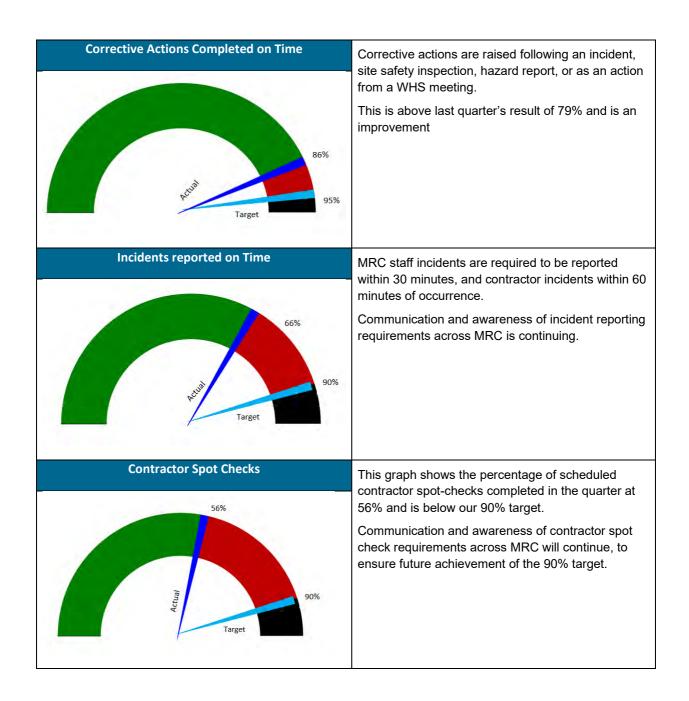
SAFETY

1.1. Lead Indicators

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

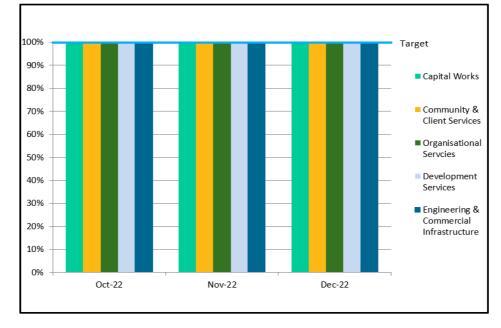


Office of the Mayor and CEO Monthly Review > November & December 2022



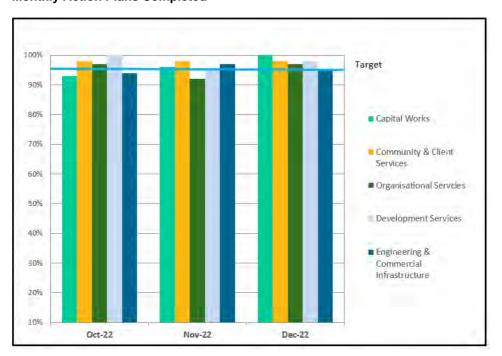
Office of the Mayor and CEO

Monthly Review > November & December 2022



Site Safety Inspections Completed

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



Monthly Action Plans Completed

A target of 95% has been set for the completion of monthly action plans. This graph provides a snapshot of the percentage completed at the end of each month.

Office of the Mayor and CEO Monthly Review > December 2022

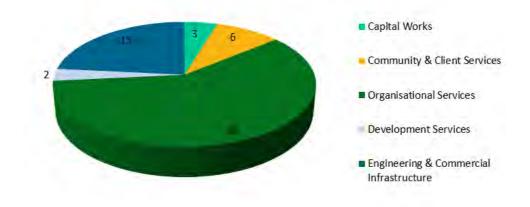
Lead Indicators Break-up by Program

			Site Safety Inspections			Manager Safety Interactions			n	Corrective Actions Completed on time				reported on ime	Contractor Spot Checks	
	Department / Program		<u>%</u> <u>Target</u>	% Achvid	% Actua	ıl <u>X</u> <u>Targe</u>	% <u>t</u> Asby	% Achv'd		al CA's Jue	% <u>of</u> CA's acti on time		Total # Reported	% <u>reported</u> on time	% Target	% Achxid
	CW Management				4	4	1009	% 100%								
s	Major Projects				6	4	100	% 93%		3	100%		3	33%	4	100%
Capital Works	Field Services	6	6	100%	5	4	100	% 93%		9	100%		6	33%	4	25%
ital V	Contract Services				7	4	1009	% 92%		8	63%		1	0%	6	100%
Capi	Portfolio Management Office				4	4	100						1	100%		
	Design Services				4	4	1009			1	0%		2	0%		
	Total	6	6	100%	30	24	100			21	81%		13	31%	14	86%
Community & Client Services	CCS Management				4	4.	100		_	1	100%			100%		
unit	Corporate Comm Community Lifestyle	8	8	100%	2	2	1009			1 29	100%		1 14	100% 79%		
omm	MECC & Events	1	1	100%	4	4	100			2	100%		8	63%		
55	Health & Regulatory Services	1	1	100%	4	4	1009			2	100%		3	67%		
	Emergency Management				3	2	100	% 100%								
	Total	10	10	100%	19	18	100	% 98%		35	100%		26	73%		
	DEV Management				4	4	100	% 100%								
ent	Development Planning &		1		4	4	100						1	0%		
Development Services	Engineering				-											
evel	Parks	35	35	100%	1	1	100			18	83%		42	69%	2	100%
0	Strategic Planning Economic Development	1		1000/	5	4	1009		-		100%		3	100%		
1	Total	36	1 36	100%	4	17	1009			1 19	100% 84%		46	100%	2	100%
								_								
1	Department / Program	Site Sa	fety Inspe	ctions	Manager Safety Interactions		-	Monthly Action Plan (MAP)		Corrective Actions In Completed on Time		Incide	Incidents reported on time		Contractor Spot Checks	
		¼ Actual	<u>¥.</u> <u>Target</u>	% Achvíd	% Actual	<u>¥.</u> <u>Target</u>	% Achy'd	¼ <u>Achy'd</u>	Total CA's due		% <u>of</u> CA's oned on time	Total report		% <u>reported</u> on time	¼ Target	% Asbx'd
	ECI Management				14	8	100%	100%	7		86%					
ial	Transport & Drainage				6	4	100%	100%				1		100%		
nerc	Civil Operations	19	19	100%	4	2	100%	100%	6	-	83%	30		80%	2	100%
omr					4	4				-						
Engineering & Commercial Infrastructure	Waste Services	4	4	100%			100%	88%	44		100%	10		80%	6	50%
ering nfra:	Water Network	7	7	100%	5	4	100%	93%	10		60%	5		60%	12	8%
gine	Water & Sewage				5	4	100%	100%								
E.	Water Treatment	2	2	100%	4	4	100%	89%	13		77%	2		50%	2	100%
	Assets				4	4	100%	92%				1		100%		
	Total	32	32	100%	46	34	100%	95%	80		89%	49		78%	22	36%
	ORG Management				4	4	100%	100%	2		100%					
	Finance				4	4	100%	100%								
s	Shared Services				5	4	100%	100%	9		67%	1		0%		
ervid	Procurement & Plant	4	4	100%	7	4	100%	87%	17					100%		
ial S											88%	1				
atior	Property Services	11	11	100%	7	4	100%	100%	49		69%	12		25%	6	0%
Organisational Services	People & Culture				4	4	100%	88%	2		100%					
Org	Information Services				5	4	100%	88%	1		100%	1		100%		
	Office of the Mayor & CEO				4	4	100%	100%								
	Executive Office/Legal				11	8	100%	97%	27		96%					
	Total	15	15	100%	51	40		96%	107		80%	15		33%	6	0%
	TOLAI			100/0	51	10		50%	107		00/10			0070		070



Office of the Mayor and CEO Monthly Review > December 2022

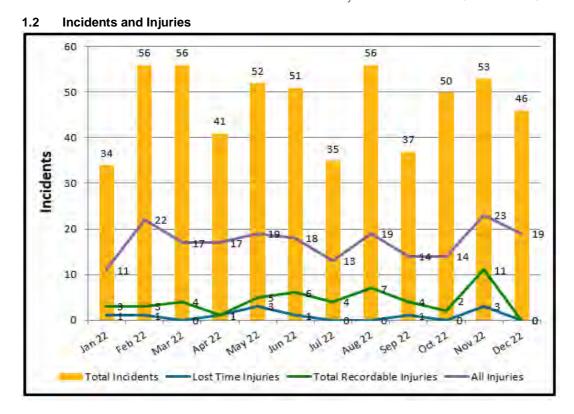
Corrective Action Status Report



Total Active Corrective Actions

Department	Total CAs open	Total CAs Overdue	< 30 days overdue	30 - 60 days overdue	60-360 days overdue	> 12mths overdue	% of CA's Overdue
Capital Works	3	1	0	1	0	0	33%
Community & Client Services	6	0	0	0	0	0	0%
Organisational Services	38	18	7	8	3	0	47%
Development Services	2	0	0	0	0	0	0%
Engineering & Commercial Infrastructure	15	5	2	2	1	0	33%
Mackay Regional Council	64	24	9	11	4	0	38%

Office of the Mayor and CEO Monthly Review > November & December 2022



The following injuries to MRC employees were reported during December:

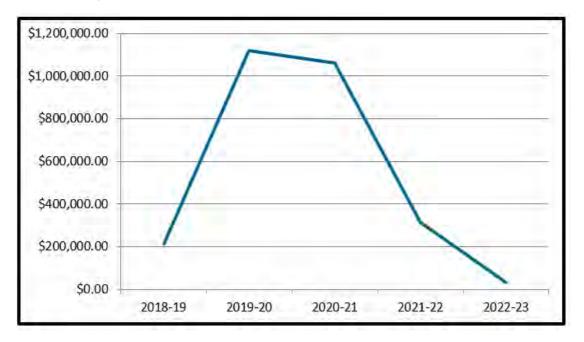
First Aid Injuries and Non-Treatment Injuries:

- FAI Using force to undo bolts and felt strain in hand.
- FAI Stone flicked up while whipper snipping and hit finger, causing small cut.
- FAI Received severe sunburn to top of head, through straw hat.
- FAI While walking past stored tables, table has fallen and landed on toe, causing bruising. Closed in shoes were worn.
- FAI Walking downstairs, became distracted and mis-stepped causing a rolled ankle
- FAI Tripped over incorrectly placed grease trap lid, injuring head, and leg.
- NTI NSM became aggressive, swearing at staff.
- NTI Received suspected electric/ static shock when using photocopier.
- NTI NSM became abusive towards 2 staff members and knocked over displays when exiting building
- NTI Two teenage boys escorted from library due to unacceptable behaviour- bumping staff member.
- NTI Received abusive phone call from NSM.
- NTI Felt twinge in knee, on rising from seated position.
- NTI Tripped on cement ledge and fell, grazing hands.
- NTI While cutting branches, branch has become caught on another tilting unexpectedly and hitting thumb.
- NTI Whipper snipping throughout the day, felt hot and suffered headaches after work and throughout the night. Suspected heat illness.
- NTI Reported symptoms of heat stress after whipper snipping.
- NTI Staff member received distressing phone call from NSM.
- NTI While walking to meeting, twisted ankle on uneven ground.

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

Workers Compensation Claims Costs



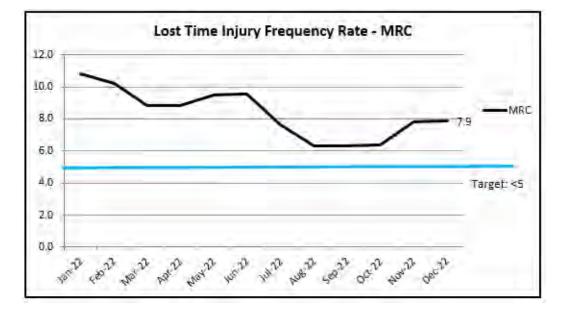
This graph depicts the total worker's compensation claim costs over the last five years.

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

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

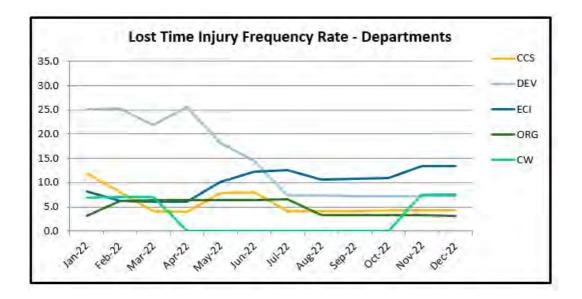
As can be seen from the graph the WC costs are steadily decreasing

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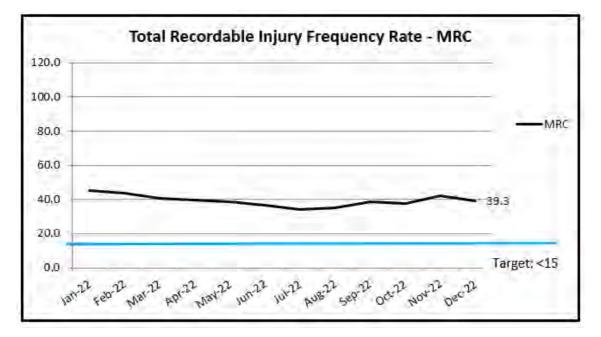
Injury Frequency Rates 12 month rolling average

The MRC wide LTI frequency rate is currently 7.9, higher than our target of 5.

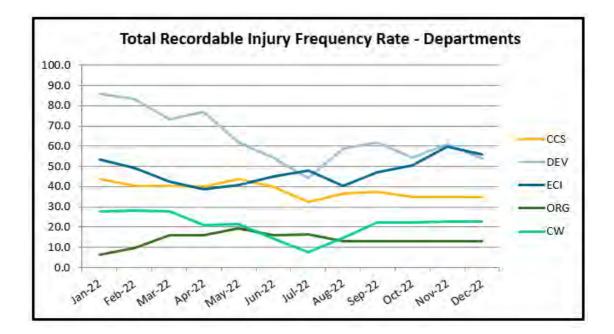


Office of the Mayor and CEO Monthly Review > November & December 2022

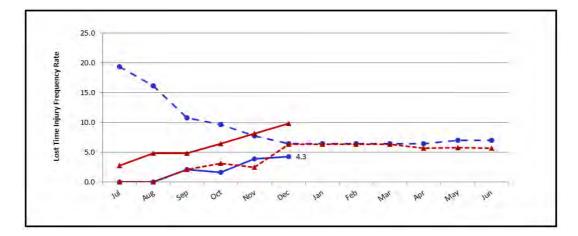
Total Recordable Injury Frequency rate



The MRC wide TRIFR frequency rate is currently 39.3, higher than our target of 15.



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Lost Time Injury Frequency Rate Comparison

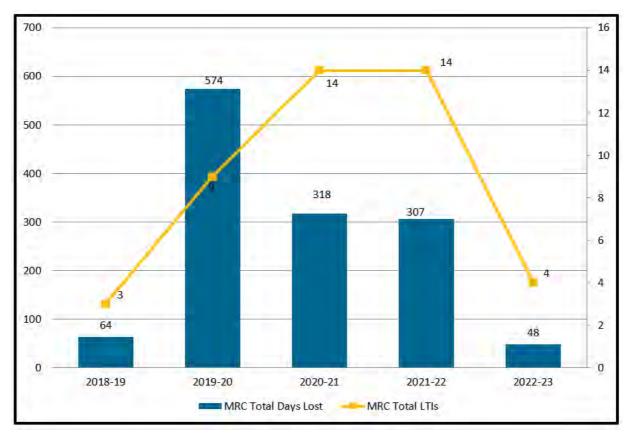
Legend



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

MRC has recorded four LTIs. This has resulted in a LTI frequency rate of 4.3 which is below the *All-Group E Councils* rate of 9.8.

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Lost Time Injuries and Days Lost

	201	17-18	201	8-19	201	9-20	202	20-21	202	21-22	2022	2-23
Department	LTI	Days Lost	LTI	Days Lost								
Capital Works							1	10			1	23
Community & Client Services	1	1	1	18	1	3	2	14	2	31		
Organisational Services	2	25							2	139		
Development Services	1	13	1	33	4	154	6	146	4	16	1	20
Engineering & Commercial											2	5
Infrastructure	6	83	1	13	4	417	5	148	6	121		
Mackay Regional Council	10	122	3	64	9	574	14	318	14	307	4	48

For the 2022-23 period, there have been four lost time injuries recorded:

- 1. While attending mountain bike related conference, worker has fallen from bike, injuring hand. Resulting in 23 days lost as they recover.
- 2. While inspecting drain, dogs have rushed from property, causing inspector to trip and fall, injuring their arm and hands. One day was lost as they recovered.
- 3. Driver lost control of utility on unsealed road and vehicle rolled, resulting in fractured ribs. Four days have been lost as they recover.
- 4. Worker suffered psychological injury; 20 days have been lost as they recover.

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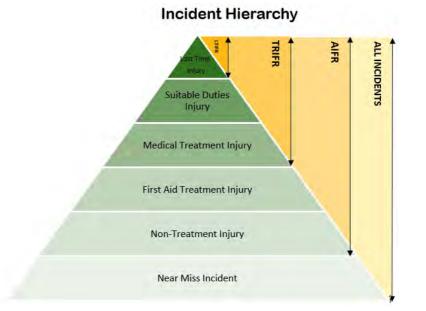
WHS Incident Summary

			Incident Data (1 st Quarter)					Incident History 2022-23 financial year (YTD))		
C	Department / Program	LTI	TRI	All Injury	Near Miss	AD	NSM	Total Incidents	LTI	TRI	All Injury	Near Miss	AD	NSM	Total Incidents
	CW Management														
Ś	Major Projects	1	1	1			2	3	1	1	1			4	5
/ork	Field Services			1		4	1	6		2	5	1	9	2	17
al X	Contract Services						1	1				1		4	5
Capital Works	Portfolio Management				1			1				1			1
0	Design Services			2				2			2				2
	Total	1	1	4	1	4	4	13	1	3	8	3	9	10	30
∞ ಶ 8	CCS Management														
	Corporate Comm.			1				1			1				1
unu t Sa	Community Lifestyle		1	8	1		5	14		2	10	2		17	29
Community Client Servic	MECC & Events			4			4	8		2	9	2		6	17
	Health & Reg			2		1		3			7	1	2		10
	Emergency mngt													1	1
	Total		1	15	1	1	9	26		4	27	5	2	24	58
	DEV Management										1				1
nent	Dev Ping & Eng			1				1			1				1
Development Samices	Parks		4	21	2	18	1	42	1	11	37	4	27	4	72
eve	Strategic Planning										1				1
	Economic Dev						2	2						3	3
	Total		4	22	2	18	3	45	1	11	40	5	27	7	79
_	ECI Management														
ercia	Tran Drain Infra Plng		1	1				1		1	1				1
u m	Civil Operations	2	4	7	3	17	3	30	2	5	13	4	28	7	52
Engineering & Commercial Infracturation	Waste Services			1			9	10			3			16	19
ng 8	Water Network		2	2	2	1		5		4	5	3	2	1	11
eeri	Water & Sew Infra Pl														
ngin	Water Treatment			2				2		2	4			1	5
ū	Assets Management			1				1			1				1
	Total	2	7	14	5	18	12	49	2	12	27	7	30	25	89
	ORG Management														
es	Financial Services														
	Shared Services				1			1				1			1
Organisational Servic	Procurement & Plant				1			1				1		1	2
iona	Property Services			1			11	12			1			13	14
isat	People & Culture											1			1
rgar	Information Services						1	1						1	1
0	Executive Office											1			1
	Office Mayor & CEO														
	Total			1	2		12	15			1	4		15	20



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DEFINITIONS



Incident Definitions

Incident	Any unplanned event resulting in or having a potential for injury or ill health.					
Lost Time Injury (LTI)	A work injury that results in a fatality, or an inability to work at least one full day / or part of a day / shift, any time after the day / shift in which the injury occurred. A determined by the treating doctor.					
Suitable Duties Injury (SDI)	A work injury that results in an injured worker remaining in the workplace, but not being able to return to their normal duties on the next day or scheduled shift. Work is undertaken, subject to restrictions, as determined by the treating doctor.					
Medical Treatment Injury (MTI)	A work injury that results in an injured worker being treated by a qualified health professional e.g., doctor, nurse, physiotherapist.					
First Aid Treatment Injury (FAI)	A work injury that results in an injured worker being provided treatment which is normally given by a first aider.					
Non-Treatment Injury	A work injury which did not require treatment by a first aider or health professional e.g., doctor.					
Near Miss Incident (NM)	An incident that could have or had the potential to cause injury or loss.					
Recordable Injury (RI)	Incidents that result in a LTI, SDI and MTI.					
Lost time injury frequency rate (LTIFR)	The number of lost-time injuries per million hours worked. Calculated as follows: <u>No of LTI × 1,000,000</u> total hours worked during period					
Total Recordable Injury Frequency Rate (TRIFR)	The number of recordable injuries per million hours worked. Calculated as follows: <u>No of RI x 1,000,000</u> total hours worked during period					
All Injury Frequency Rate (AIFR)	The sum of RIs and FAIs per million hours worked. Calculated as follows: <u>No of injuries x 1,000,000</u> total hours worked during period					
Notifiable Incident	Incidents that are notifiable to Workplace Health and Safety QLD (WHSQ). Includes an incident that results in the death, serious injury, or serious illness of a person, or involves a dangerous incident.					

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KEY INITIATIVES

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 2022/23.

Councillor Activities

Meetings/Briefings

For the months of November and December, the following Council meetings/briefings were coordinated:

- Ordinary Council Meetings 9 & 23 November and 7 December 2022
- Briefings 9, 16 & 23 November and 7 December 2022

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

Legal Services

Legal Services is currently working on 312 Matters spread across all Directorates as follows:

Matter Type	No.	No.
Aboriginal/Cultural Heritage	1	38
Disputes/Litigation	4	
Drafting/Reviewing	1	
General Advice	5	
Land Acquisition	18	
Leasing/Licencing	8	
Native Title	1	
Aboriginal/Cultural Heritage	1	37
Disputes/Litigation	3	
Drafting/Reviewing	9	
Enforcement (particularly	13	
Warrants for overgrown		
properties and dangerous dogs)		
General Advice	10	
Leasing/Licencing	1	
Disputes/Litigation	3	37
Infrastructure Agreements	3	
General Advice	11	
Land Acquisition/Disposal	2	
Drafting/Reviewing	15	
Leasing/Licencing	1	
Land Tenure	1	
Native Title	1	
Land Acquisition	17	70
Disputes/Litigation	5	
General Advice	19	
Infrastructure Agreements	1	
Drafting/Reviewing	19	
	Aboriginal/Cultural Heritage Disputes/Litigation Drafting/Reviewing General Advice Land Acquisition Leasing/Licencing Native Title Aboriginal/Cultural Heritage Disputes/Litigation Drafting/Reviewing Regulatory Compliance & Enforcement (particularly Warrants for overgrown properties and dangerous dogs) General Advice Leasing/Licencing Disputes/Litigation Infrastructure Agreements General Advice Land Acquisition/Disposal Drafting/Reviewing Leasing/Licencing Land Tenure Native Title Land Acquisition Disputes/Litigation General Advice Infrastructure Agreements	Aboriginal/Cultural Heritage1Disputes/Litigation4Drafting/Reviewing1General Advice5Land Acquisition18Leasing/Licencing8Native Title1Aboriginal/Cultural Heritage1Disputes/Litigation3Drafting/Reviewing9Regulatory Compliance &Enforcement (particularly13Warrants for overgrown10properties and dangerous dogs)10General Advice10Leasing/Licencing1Disputes/Litigation3Infrastructure Agreements3General Advice11Land Acquisition/Disposal2Drafting/Reviewing15Leasing/Licencing1Land Tenure1Native Title1Land Acquisition5General Advice19Infrastructure Agreements1

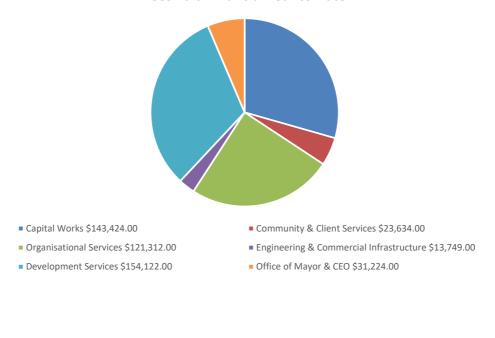
Office of the Mayor and CEO

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1	I	-	
	Land Tenure	2	
	Leasing/Licencing	2	
	Native Title	2	
	Regulatory Compliance &	3	
	Enforcement		
OM&CEO	Aboriginal/ATSI Cultural	1	36
	Heritage	1	
	Land Acquisition/Conveyancing		
	Disputes/Litigation	10	
	Drafting/Reviewing	5	
	General Advice	19	
Organisational Services	Disputes/Litigation	11	94
	General Advice	24	
	Drafting Reviewing	12	
	Investigation	2	
	Land Acquisition/Disposal	5	
	Land Tenure	1	
	Leasing/Licensing	37	
	Native Title	2	
TOTAL CURRENT			312
MATTERS			

External Fees Paid

Total external legal fees and outlays paid for the financial year to date are \$487,465.00 broken down by Directorate as follows:



Fees Paid Financial Year to Date

External Grant Funding

External funding monies for 2022/23 to 31st December 2022 being actually received by payments to Council is \$6,882,062.83.

The major components received in November and December being:

- Department of Infrastructure, Transport, Regional Development and Communication Roads to Recovery – Pioneer Street \$1,956,590.00
- Department of Transport & Main Roads Black Spot Program Sydney/Alfred Street \$251,750.00
- Department of State Development, Infrastructure, Local Government & Planning Financial Assistance Grant \$180,317.75
- Department of Employment, Small Business and Training First Start Initiative \$135,000.00
- Department of Transport & Main Roads LG Cycle Grant Sydney/River Street Intersection \$226,470.50
- Department of Transport & Main Roads LG Cycle Grant Pioneer North Bank Stage 2 Construction \$393,722.25
- Department of State Development, Infrastructure, Local Government & Planning Mackay Animal Management Centre \$318,625.00*
- State Library of Queensland Quarterly Contribution \$142,923.75*

*Funds received in December 2022 however reflected in Period 1 (January) due to end of month timing in December.

Successful funding applications during November and December include:

- Department of Infrastructure, Transport, Regional Development and Communications Bells Creek Bridge Replacement \$5,000,000.00
- Department of Children, Youth Justice and Multicultural Affairs Global Grooves 2023 \$20,000.00
- Department of Employment, Small Business and Training First Start Initiative \$150,000.00
- Department of Infrastructure, Transport, Regional Development, Communications and the Arts – Illuminate 2023 \$45,861.00
- Department of Environment & Science Grasses Project (weed control) \$50,000.00

GOVERNANCE

3.1 Workplace Health & Safety

- Attended psychological safety master class (WHSQ)
- Undertook several incident investigations
- Coordinated thank you gifts for outgoing safety reps.
- Health and Safety Representative (HSR's) thank you's issued
- Safety committee meetings conducted, and membership updated
- WHS representatives attended LGW psychology master class.
- Undertook several ICAM incident investigations.

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3.2 Corporate Performance Planning & Reporting

This month the Operational Plan 2022-2023 first quarter report was Adopted by Council representing positive progress in achieving KPIs this quarter.

Additionally, the 23/24 planning cycle processes and timelines for MRC were endorsed this month by ELT, ensuring appropriate sequencing with the annual budget and workforce planning processes.

Specifically,

- The review and update of the Organisational Strategy and Directorate Plans by ELT early in January.
- Program Plan review and update by Program Managers and their Coordinators taking place January to early March, to then inform the build of the 23/24 Operational Plan.

3.3 Enterprise Risk Management

For the first time this month, a Briefing to Council on Strategic Risk was undertaken giving Councillors visibility of the way in which strategic risks are managed at MRC. Council have agreed that they will be briefed again in future quarters.

This month the annual risk review process continues. This process creates opportunity for the business to refresh on their identified strategic and operational risks, reviewing controls and their effectiveness and also checking in the completeness of risk treatments. Any budget impacts as a result of a specific need for focus on any one existing control and or risk treatment is important at this time of year for capturing in MRC annual budget processes.

Risk review sessions with the relevant risk owner, subject matter experts and risk treatment owners have been scheduled to commence early in January, extending through till late February 2023.

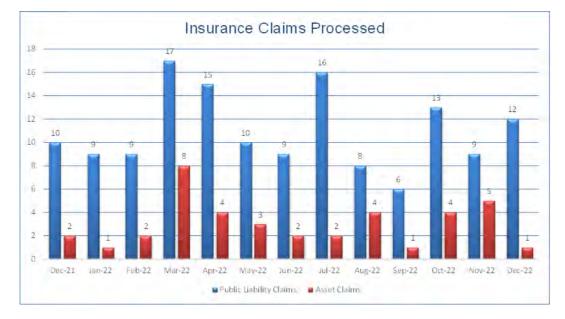
Risk appetite has been further explored this month with materials prepared for sharing with ELT in readiness to workshop early in January.

3.4 Business Continuity

Following a business disruption event last month that involved the evacuation and cease work of the entire Administration building for a number of hours, business continuity is at the fore. Debrief exercises have been planned for key stakeholders to complete in January 2023 with a report back to ELT on findings.

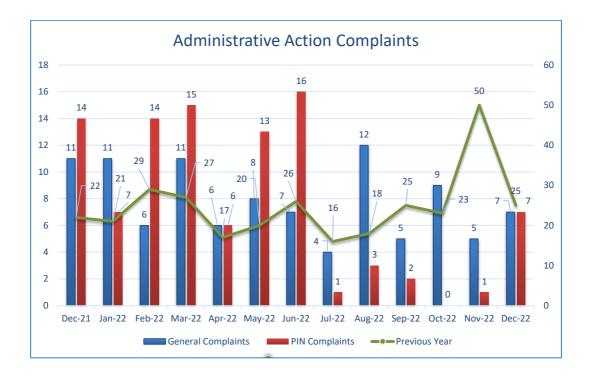
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3.5 Corporate Governance

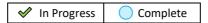
Public Liability Claims (include Personal Injury, Public Liability Plant, Public Liability & Professional Indemnity. Asset Claims (include Motor Vehicle, Water Damage, Theft, Malicious Damage, Other)



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Audit Committee

Right to Information (RTI) Applications Processed in November & December 2022	Documents Requested	Status
4 of 22/23	Documents regarding an Animal Investigation	
5 of 22/23	Documents regarding an Animal Investigation	\bigcirc



3.6 Internal Audit

2022/23 Internal Audit Plan – Progress Update						
Venue Management of MRC Aquatic Facilities (<i>Outsourced</i>)	٢	Information & Communications Technology (ICT) – Cloud Management – (Outsourced)				
Asset Management – Acquisitions – (Outsourced)	>	Customer Request Management				
Venue Management – The Stadium Operations	Θ	Management Requests (ad hoc requests as required)				
Data Analytic Report Development	Ū	Follow Up of Previous Internal Audits				
The next Audit Committee is 23 February 2023						
	view is av	a bas been / to be presented to the				

REGIONAL REPRESENTATIVE GROUPS

4.1 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 4 November 2022 as a precursor to the GWCoM's meeting with discussion on key agenda items.

The latest GWCoM's meeting was held on Thursday 17 November 2022 and attended by the Mayor of Mackay, Mayor of Isaac, Mayor of Whitsunday and the CEO's of Mackay and Isaac with an apology received from the CEO of Whitsunday.

Office of the Mayor and CEO Monthly Review > November & December 2022

The Assistant Minister for Local Government, Nikki Boyd MP, attended the meeting and discussed:

- Works for Queensland
- Sustainability guidelines
- Skills shortages
- Housing crisis
- Health system

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

Greater Whitsunday Communities attended the meeting in order to provide an update of their Suicide Prevention Taskforce Project.

Kavney Consulting Pty Ltd and Waste and Resources Management attended the meeting via Teams in order to provide an update on regional waste planning.

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

- 1. Policy Executive Meeting Update
- 2. 2022 Annual Conference outcomes
- 3. Housing Advocacy and Campaign Update
- 4. The Energy Transformation of Queensland Queensland's Energy and Jobs Plan
- 5. Major survey on cost shifting onto Queensland Councils
- 6. Parliamentary Inquiry into the Office of the Independent Assessment (OIA)
- 7. Rural and Remote Councils Compact
- 8. Climate Risk and Resilience Update
- 9. Natural Resources and Environment Update
- 10. Water and Wastewater Update
- 11. Animal Management targeted review of Animal Management (Cats and Dogs) Act 2008
- 12. Waste Update
- 13. Works for Queensland: #BackTo100Mill
- 14. Regional University Centres
- 15. Transport and Main Roads/Local Government Cost Share Arrangement Review
- 16. LGAQ Submissions Update

The next GWCoM's meeting is scheduled for Thursday, 9 February 2023 in Moranbah.

4.2 Regional Queensland Council of Mayors (RQCoM's)

The Regional Queensland Council of Mayors Inc (RQCOMs) is focused on representing and ensuring 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

Emergency Management Reforms

RQCOM's longstanding calls for the release of the *Independent Review of Queensland Fire and Emergency Services* (the SES Report) culminated in its release in October 2022. Subsequent to this the Chair and members of the Executive met with QPS Deputy Commissioner Gollschewski (the Reform Implementation Taskforce lead). Mayor Williamson reinforced the need for Regional Queensland to be represented on these taskforces.

DC Gollschewski gave an overview of the issues affecting Regional Queensland including:

- the announced changes to disaster management and Emergency Services arrangements, processes around implementation of those changes and impacts on Regional Councils;
- how Regional communities and their Councils can be involved in having input into the restructuring and reform processes; and
- the best timing for RQCOM to arrange a forum for our wider group of Regional Councils (to hear from DC Gollschewski, QFES Commissioner Leach, others relevant).

EV Charging in Regional Queensland

In December 2022 the Chair, Mackay Regional Council CEO and RQCOM EO met with Dr Michael Kane, RACQ's Head of Public Policy (and an expert in the field of EV Infrastructure and Policy) who addressed the subject of *Electric Vehicle Charging for Regional Queensland:*

- what are your Council's options?
- what should Council be doing in preparation?
- EVs and the visitor economy.
- local EVs.
- the Council Fleet and buses.

Focus for 2023

Our executive has agreed on these policies:

- Drive the State's Olympic 2032 position to ensure benefit for all of Qld not just the SE.
- Do all we can to ensure the State and Federal Governments promote regionalisation.
- Promote access to public health services for all Queenslanders, regardless of location.
- Champion the review of insurance so regional Queensland can access affordable cover.
- Promote education initiatives and pathways on a par with those in the SE Corner.
- Fight for equitable access to digital infrastructure and high-speed broadband.
- Promote a whole-of-government approach to labour shortages, migration, and housing.
- Ensure a compassionate approach to managing the reconciliation process.

RQCOM will actively support the LGAQ in several of their policy areas where these benefit Regional Queensland, but our polices outlined above are unashamedly aligned to the councils of regional Queensland, particularly in those areas that are not on the radar for decision makers in the South East.

Office of the Mayor and CEO Monthly Review > November & December 2022

Our Executive

Mayor Greg Williamson continues as Chair and the Executive is represented by:

Mayor Greg Williamson (Chair)	Mackay Regional Council
Mayor Jenny Hill (Vice Chair)	Townsville Regional Council
Mayor Bob Manning	Cairns Regional Council
Mayor Frank Beveridge	Charters Towers Regional Council
Mayor Michael Kerr	Douglas Shire Council
Mayor Peter Scott	Cook Shire Council

Upcoming Meeting Dates – 2023

The following meeting schedule has been adopted:

Date of Meeting	Location
Thu 16 Feb 2023, 3 – 5pm	Brisbane
Thu 20 April 2023, 3 – 5pm	Brisbane
Thu 15 Jun 2023, 3 – 5pm	Online / TBC
Thu 10 Aug 2023	TTBC (10am-12noon) or (2 – 4pm)
Tues 17 Oct 2023	Gladstone (7.30am TTBC)
Thu 14 Dec 2023, 3 – 5pm	Brisbane

11.1.2. COUNCILLOR CONFERENCE ATTENDANCE - 2023 LOCAL GOVERNMENT HERITAGE CONFERENCE - CR MANN

Author Responsible Officer File Reference Councillor Support Officer (Pam Jaenke) Executive Officer (David McKendry) Councillors General

Attachments

1. 2023 Local Government Heritage Conference Overview [**11.1.2.1** - 4 pages]

Purpose

This report is to request Council approval for Cr Fran Mann to attend the 2023 Local Government Heritage Conference in Maryborough on 22 – 23 March 2023.

Related Parties

Local Government Association of Queensland (LGAQ)

Corporate Plan Linkage

Community and Environment

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 2023 Local Government Heritage Conference is being held in Maryborough on 22 – 23 March 2023 and is a partnership between the LGAQ, the Department of Environment and Science and Fraser Coast Regional Council as host council of the event.

The Conference will focus primarily on heritage protected under the *Queensland Heritage Act 1992* and local heritage places recognised in local heritage registers or local government planning schemes.

The program will consist of a range of interactive workshops, industry presentations, council showcases and a site tour showcasing local heritage-listed places and precincts.

Cr Fran Mann has indicated interest in attending.

Consultation and Communication

Mayor and Councillors

As per Council's policy, a report on the Conference will be tabled at a future Council Meeting.

Resource Implications

Attendance at the Conference is complimentary, and the cost of travel and accommodation is estimated at \$1,700.

Risk Management Implications

Nil

Conclusion

The 2023 Local Government Heritage Conference will provide an opportunity for Council to learn from speakers and presentations and meet and network with the LGAQ, State Government and council colleagues from across Queensland.

Officer's Recommendation

THAT Council approve Cr Fran Mann's attendance at the 2023 Local Government Heritage Conference in Maryborough on 22 – 23 March 2023.

Council Resolution ORD-2023-006

THAT Council approve Cr Fran Mann's attendance at the 2023 Local Government Heritage Conference in Maryborough on 22 – 23 March 2023.

Moved Cr Jones

Seconded Cr Bonaventura

CARRIED UNANIMOUSLY

2023 Local Government Heritage Conference

Save the Date: 22-23 March 2023



Local governments state-wide play a critical and active role in heritage planning, protection and management and in supporting heritage conservation outcomes for the benefits of the community and future generations. According to the Queensland Heritage Implementation Strategy released in late 2022, there are more than 7,440 local heritage places identified across Queensland in addition to almost 1800 state heritage places entered on the Queensland Heritage Register.

Following the success of previous local government led heritage events and recognising local governments' important role in heritage conservation, the LGAQ is pleased to be partnering with the State Government through the Department of Environment and Science and Fraser Coast Regional Council (as the host council) to deliver a Local Government Heritage Conference in early 2023.

2023 Local Government Heritage Conference

The 2023 Local Government Heritage Conference was announced by the Hon. Meaghan Scanlon MP, Minister for the Environment and the Great Barrier Reef and Minister for Science and Youth Affairs on Monday 5 December 2022 and the media released can be reviewed below.

The Conference was included as a key action in the recently released <u>2022 Queensland</u> <u>Heritage Implementation Strategy</u>, delivering on one of the recommendations made by the Queensland Heritage Advisory Panel (QHAP) in its <u>Final Report</u> (published in September 2021), and follows the LGAQ presenting to the QHAP in July 2021, outlining the significant role Queensland councils play in heritage conservation and highlighting a range of key opportunities (including a state-wide conference) to further support and address key priorities raised by councils.

Save the date for the 2023 Conference now - key details below. The program and registration details will be shared in early 2023.

Where: Brolga Theatre, Maryborough, hosted by Fraser Coast Regional Council

When: Wednesday 22 March and Thursday 23 March 2023

Cost: Complimentary

Who: Local government heritage officers, planners and managers with an interest and involvement in heritage protection, planning and management are invited and encouraged to attend and connect with other councils, State agencies and industry professionals.

What: The Conference will focus primarily on heritage protected under the *Queensland Heritage Act 1992* and local heritage places, recognised in local heritage registers or in local government planning schemes. The event will include interactive workshops, industry presentations, council showcases and a site tour showcasing local heritagelisted places and precincts in Maryborough.

Local Government Heritage Survey

In advance of the Conference, a local government heritage survey has also been prepared to seek feedback from council officers involved local heritage protection and management. The survey is designed to collect insights to improve understanding of local government processes, services and involvement in local heritage protection and management, as well as inform how the State Government can best support, engage, and work in partnership with councils to strengthen heritage protection outcomes.

About the Queensland Heritage Advisory Panel and Queensland Heritage Council

The QHAP was formally established as a committee of the Queensland Heritage Council in 2021. Representatives of Brisbane City Council and Mayor George Seymour, Fraser Coast Regional Council were members of the QHAP, representing the interests of local government. Mayor Seymour is also the Deputy Chair of the Queensland Heritage Council which consists of 12 members, including Councillor Marnie Doyle, Ipswich City Council who is the LGAQ representative on the Heritage Council.

Queenslanders urged to be proactive in protecting heritage and great lifestyle

Published Monday, 05 December 2022 at 01:00 PM

Minister for the Environment and the Great Barrier Reef and Minister for Science and Youth Affairs

The Honourable Meaghan Scanlon

Promoting proactive heritage registrations, bolstering local council heritage registers, and exploring more ways to protect state listed places from falling into neglect are some of the key recommendations to be implemented from the Queensland Heritage Advisory Panel's report into heritage places released today.

Environment Minister Meaghan Scanlon last year tasked a panel of specialists from the Australian Institute of Architects, the National Trust of Australia (Queensland) and local government to produce the report and look at ways to bolster existing legislation and frameworks around protecting heritage places.

The Queensland Heritage Council operates in accordance with the *Queensland Heritage Act 1992* and is the independent decision maker that decides what places are entered on the state heritage register.

"Queensland has over 1,700 places entered on the State Heritage Register and over the last couple of years we've seen new places entered including the site of Australia's first act of reconciliation and Ayr's Masonic Temple, but there remains some gaps," Minister Scanlon said.

"The report identified the community often lodges heritage register applications too late in the piece, when a development approval is well and truly in place, and cannot be overruled.

"So the panel has recommended the department encourage communities to identify the places in their areas, which they think are of heritage significance and apply to have them listed either as a state or local heritage-listed place – that will be done.

"Of course, councils play a huge role in preserving our state's history, and from the report we're keen to work with them to help continue to bolster their protections and frameworks.

"Not every place of course fits within the profile of a place of state heritage significance, but this is where local heritage registers could play an important role.

"The department will be working closely with councils to see what the current situation is, and what support they can be given to improve their local heritage registers and protections.

Minister Scanlon said the report also highlighted instances of property owners letting state heritage places falling into disrepair, with the department to review powers to require owners to repair and maintain their properties.

"Of course, it doesn't stop with the report, and I'll be asking my department to observe what other jurisdictions do and to update me on their progress."

Queensland Heritage Council Chair Ms Leslie Shirreffs said the Heritage Council unanimously supported all QHAP recommendations.

"The deterioration of State heritage places like Lamb House and the Broadway Hotel, and last minute campaigns have shown there are gaps in public knowledge in how Queensland's framework operates," Ms Shirreffs said.

"QHAP's recommendations urge that these gaps be addressed, in a way that puts 'heritage' at the forefront of community thinking about how to identify and protect heritage places, but also to support their owners."

Coinciding with the launch of the report, Minister Scanlon also announced that a local government heritage conference would be held in March next year at Maryborough hosted by her department, LGAQ and Fraser Coast Regional Council.

"A key recommendation of the report is to better work with councils and their heritage systems and registers," Minister Scanlon said.

"The conference will include keynote speakers and educational workshops.

"It will be an opportunity for local government heritage and planning officers to network and engage with each other to share knowledge and experiences on heritage management throughout Queensland."

Local Government Association of Queensland CEO Alison Smith said local councils supported a partnership approach to heritage conservation across all spheres of government, industry and the community.

"The LGAQ is looking forward to joining the State Government and Fraser Coast Regional Council to deliver the Local Government Heritage Officers Conference in 2023 to support and strengthen a partnership approach to heritage conservation," Ms Smith said.

Fraser Coast Regional Council Mayor and Deputy Chair of the Queensland Heritage Council, Mayor George Seymour said the conference is important in ensuring local government heritage officers are better supported to undertake the important work they do in their communities across Queensland.

"I have previously attended this conference which is hosted by local councils. Like so many other events, the COVID-19 meant it needed to be cancelled and it is great to see it returning," Mayor Seymour said.

Further details on the heritage conference, and processes for registrations, will be advised in due course.

The QHAP report and the implementation strategy for its recommendation are available <u>online</u>.

ENDS

<u>11.1.3. COUNCILLOR CONFERENCE ATTENDANCE - 2023 NATIONAL VOLUNTEERING CONFERENCE</u> - <u>CR ENGLERT</u>

Author Responsible Officer File Reference Councillor Support Officer (Pam Jaenke) Executive Officer (David McKendry) Councillors General

Attachments

1. Conference Program [11.1.3.1 - 2 pages]

Purpose

This report is to request Council approval for Cr Justin Englert to attend the 2023 National Volunteering Conference in Canberra on 13 – 14 February 2023.

Related Parties

N/A

Corporate Plan Linkage

Community and Environment

Integrated Social Services - We bring together residents, community organisations, funders, researchers, and regional services to build a connect community. Volunteering is a core part of any community, and council is committed to raising the awareness of volunteering opportunities across the region.

Background/Discussion

The 2023 National Volunteering Conference is being held in Canberra on 13 – 14 February 2022 and is being presented by Volunteering Australia.

The Conference theme is 'The Future is Now' and will challenge delegates to explore how decision and actions taken today will build a better future for volunteering.

The program will include practical, strategic and research-focused sessions with multiple streams of breakout sessions. Innovate approaches to volunteer engagement from speakers with diverse expertise will form part of the program.

Cr Justin Englert has indicated interest in attending.

Consultation and Communication

Mayor and Councillors

As per Council's policy, a report on the Conference will be tabled at a future Council Meeting.

Resource Implications

The anticipated cost of conference registration, travel and accommodation is estimated at \$2,200.

Risk Management Implications

Nil

Conclusion

The 2023 National Volunteering Conference will provide an opportunity for Council to learn from speakers and presentations, attend panel discussions and interactive workshops and take advantage of networking opportunities.

Officer's Recommendation

THAT Council approve Cr Justin Englert's attendance at the 2023 National Volunteering Conference in Canberra on 13 – 14 February 2023.

Council Resolution ORD-2023-007

THAT Council approve Cr Justin Englert's attendance at the 2023 National Volunteering Conference in Canberra on 13 – 14 February 2023.

Moved Cr Jones

Seconded Cr Hassan

CARRIED UNANIMOUSLY





Day One: Monday, 13 February 2023 – National Volunteering Conference Outline

Time	Session details							
From 0730			Registration					
	A: EVIDENCE & PRACTICE	B: INCLUSION, DIVERSITY & INTERSECTIONALITY	C: LEADERSHIP & INNOVATION	D: VOLUNTEERING ACROSS THE LIFECYCLE	E: VOLUNTEERING ACROSS THE NATION			
0900 - 1015	A1/A2: Informal Volunteering	B1: Harnessing the power of lived experience	C1: Innovations in volunteer engagement	D1: Child safe volunteering	E1: Innovations across the nation			
1015 - 1045	Symposium		Morning Tea					
1045 - 1145	Interactive Workshop	B2: Focus on LGBTQI+	C2: Innovations in corporate volunteering	D2: Youth volunteering	E2: Environmental volunteering			
1200 - 1300	Conference Welcome Lunch							
1300 - 1320	Welcome: The Future is Now							
1320 - 1400	Plenary Session 1: Launch of th	ne new National Strategy for Vol	unteering					
1400 - 1500	Plenary Session 2: Changing la	ndscape, changing climate, char	nging attitudes: the evolution of	femergency volunteering				
1500 - 1530			Afternoon Tea					
	A: EVIDENCE & PRACTICE	B: INCLUSION, DIVERSITY & INTERSECTIONALITY	C: LEADERSHIP & INNOVATION	D: VOLUNTEERING ACROSS THE LIFECYCLE	E: VOLUNTEERING ACROSS THE NATION			
1530 - 1630	A3: Volunteering in Australia research	B3: Focus on First Nations	C3: Innovating with technology	D3: Student volunteering	E3: Emergency volunteering			
1630 - 1730	Plenary Session 3: Reimagining volunteering across the ecosystem: learning from, and collaborating with, each other							
1900 - 2100			Evening Reception					

*Conference program is subject to change. Current as at 1 December 2022

ATTACHMENT 11.1.3.1





Day Two: Tuesday, 14 February 2023 – National Volunteering Conference Outline

Time	Session details								
0900 - 0945	Plenary Session 4: The International Context Keynote Speaker								
0945 - 1045	Plenary Session 5: Volunteerin	g for the common good: the fut	ure of charities and the not-for-	profit sector					
1045 - 1115			Morning Tea						
	A: EVIDENCE & PRACTICE	B: INCLUSION, DIVERSITY & INTERSECTIONALITY	C: LEADERSHIP & INNOVATION	D: VOLUNTEERING ACROSS THE LIFECYCLE	E: VOLUNTEERING ACROSS THE NATION				
1115 - 1230	A4: The future of sport volunteering	B4: Focus on multicultural perspectives	C4: Innovations in governance & strategy	D4: Volunteering in health settings	E4: Regional and rural perspectives				
1230 - 1345			Lunch						
1345 - 1500	A5: International volunteering lessons	B5: Focus on settlement experiences	C5: Innovating for impact	D5: Volunteering in aged care settings	E5: TBC				
1500 - 1530	Afternoon Tea								
1530 - 1630	Plenary Session 6: The Future is Now, so what next?								
1630			Conference Close						

*Conference program is subject to change. Current as at 1 December 2022

<u>11.1.4. COUNCILLOR CONFERENCE ATTENDANCE - ANNUAL GROWERS FORUM - CR</u> BONAVENTURA

Author Responsible Officer File Reference Councillor Support Officer (Pam Jaenke) Executive Officer (David McKendry) Councillors General

Attachments

1. Program [11.1.4.1 - 2 pages]

Purpose

This report is to request Council approval for Cr Laurence Bonaventura to attend the Annual Growers Forum in Cairns on 20 – 21 February 2023.

Related Parties

N/A

Corporate Plan Linkage

Invest and Work

Diversified Economy – We have a diversified economy that attracts new and emerging industries, such as sport, tertiary education, health, tourism, agribusiness, biofutures industry, and the Mining Equipment Technology and Services (METS) sector.

Industries, Jobs and Growth – Our core industries are growing and prosperous, encouraged to innovate, create jobs, and drive growth.

Background/Discussion

Project Catalyst is hosting the 2023 Annual Growers Forum in Cairns on 20 - 21 February 2023 and brings together 150 canegrowers and partners to showcase innovation and practice change adoption in farming that improves productivity and reduces environmental impact on the Great Barrier Reef.

The Forum seeks to advance best practices, drive productivity and environmental success and sets the scene for grower focused presentations and discussions, networking and field trips.

Cr Laurence Bonaventura has indicated interest in attending.

Consultation and Communication

Mayor and Councillors

As per Council's policy, a report on the Conference will be tabled at a future Council Meeting.

Resource Implications

Attendance at the Conference is complimentary, and the cost of travel and accommodation is estimated at \$1,400.

Risk Management Implications

Nil

Conclusion

The 2023 Annual Growers Forum will provide an opportunity for Council to learn from speakers and presentations and take advantage of networking and field trip opportunities.

Officer's Recommendation

THAT Council approve Cr Laurence Bonaventura's attendance at the 2023 Annual Growers Forum in Cairns on 20 – 21 February 2023.

Council Resolution ORD-2023-008

THAT Council approve Cr Laurence Bonaventura's attendance at the 2023 Annual Growers Forum in Cairns on 20 – 21 February 2023.

Moved Cr Townsend

Seconded Cr Hassan

CARRIED UNANIMOUSLY

Program – Project Catalyst 2023 Annual Growers Forum

ANNUAL GROWER FORUM 2023

Secure your seat to celebrate Project Catalyst achievements!

Please join us as we celebrate Project Catalyst achievements at the Annual Forum 2023! Growing Ideas Advancing Best Practice; driving productivity and environmental success, sets the scene for grower focused presentations and discussions. What are we achieving? How can we expand our impact and encourage others to benefit from successful practice changes? Who's developing technology specific to our needs? Why should we continue?

Be inspired by leading experts improving reef health and water quality, grower trials with rotational crops, and machinery modification success.

Network with growers who influence broadscale adoption beyond best practice and revel in the company of like-minded people. Meet new friends and catch up for a coldie with old ones! Like Ray, Gerry, Robert and Denis!

The level of involvement and passion within Project Catalyst has resulted in the development and adoption of many practice changes in sugarcane that have grower support, are practical to implement and balance environmental, social, and economic factors.

Meet us at Pullman Cairns International

17 Abbott St, Cairns City QLD 4870

Registration and Welcome	Sunday 19th February 5:00pm to 7:00pm
Forum Day 1	Monday 20th February 8:00am to 4:00pm
Formal Dinner	Monday 20th February 6:30pm to 11:00pm
Field Day 2	Tuesday 21st February 7:30am to 04:30pm

Field Day (Day 2)

Prepare for a day of group inspiration taking a bus tour of 3 sites.

1. FNQ Food Incubator. 59 Dutton Street, Cairns 4870

Create, Innovate, Accelerate. Learn about the newly established food business venture that focuses on food product development, shared production & packaging facilities, and supporting food business entrepreneurs.

Presentation by Mick James and facility tour included.

2. Mt Uncle Distillery. 1819 Chewko Rd, Walkamin QLD 4872

Established in 2001, this highly awarded family business has relied on many local and national Australian ingredients for its success. The release of Mt Uncle's own Tequila product marks another milestone in their journey. Business founder, Mark Watkins will speak about diversifying and growing agave on the property for their latest creation.

3. North Queensland Tropical Seeds. Kennedy Hwy, Walkamin QLD 4872

North Queensland Tropical Seeds is a wholesale, processing and exporting company supplying seed to both the domestic and international markets. With 400 hectares of sugar cane production, the business also produces grass seeds, legumes, soybeans, maize, wheat, and sorghum. Maryanne Salvetti will present an overview and tour of their operations.

11.1.5. ADOPTION OF COUNCIL POLICIES

Author	Senior Governance Officer (Pam Currell)	
Responsible Officer	Executive Officer (David McKendry)	
File Number	047 - Right to Information, 093 Delegations	
Attachments	 COU047 - Right to Information [11.1.5.1 - 9 pages] COU093 - Delegations [11.1.5.2 - 7 pages] 	

Purpose

To present the following Council Policies, and where applicable, their associated Corporate Standard for consideration and adoption:

1. COU047 – Right to Information;

2. COU093 – Delegations.

Related Parties

There are no identified related parties.

Corporate Plan Linkage

Financial Strength

Ethical Decision-Making and Good Governance - We are committed to keeping our community informed about our activities and performance and employing robust governance policies and procedures to ensure legislative compliance and organisational integrity.

Background/Discussion

Mackay Regional Council (MRC) have a process of reviewing policies and any associated corporate standard to ensure that they are relevant and up to date. The process involves a review by the responsible program manager, circulation to the management team for consultation and final submission to the executive leadership team (ELT) for endorsement, prior to presenting to Council for endorsement and adoption.

COU047 - Right to Information

This policy is a best practice policy drafted as an audit recommendation for MRC compliance with its legislative obligations and functions under the *Right to Information Act 2009* and *Information Privacy Act 2009* to enable the public access to MRC documents.

This policy has been reviewed as part of MRC's policy review process.

COU093 - Delegations

This policy is a best practice policy drafted as an audit recommendation for MRC compliance with its legislative requirements relating to powers delegated under the *Local Government Act 2009*.

This policy has been reviewed as part of MRC's policy review process.

Consultation and Communication

As part of the review process consultation has been undertaken with relevant stakeholders including responsible and associated program managers, director and ELT.

Resource Implications

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

Risk Management Implications

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

Conclusion

It is recommended that Council adopt the following policies and their associated corporate standards:-

- 1. COU047 Right to Information;
- 2. COU093 Delegations.

Officer's Recommendation

THAT Council adopt the following policies and their associated corporate standards:

- 1. COU047 Right to Information;
- 2. COU093 Delegations.

Council Resolution ORD-2023-009

THAT Council adopt the following policies and their associated corporate standards:

- 1. COU047 Right to Information;
- 2. COU093 Delegations.

Moved Cr Bonaventura

Seconded Cr Townsend

CARRIED UNANIMOUSLY

RIGHT TO INFORMATION

Program: Execut Date of Adoption: Resolution Number: Review Date:

Executive Office

Scope

This policy applies to the activities of Council, Councillors and Employees of Mackay Regional Council (MRC) and members of the public accessing information held by MRC.

Objective

To ensure that MRC complies with legislative obligations and functions under the *Right to Information Act 2009 (RTI Act)* and *Information Privacy Act 2009 (IP Act)* to enable the public to access MRC Documents.

Policy Statement

MRC is committed to providing access to MRC Documents in accordance and consistent with legislative requirements including requirements prescribed under the *RTI Act.*

MRC considers that to the extent this policy engages and limits, or potentially limits, any human rights, that limitation is reasonable in that it is proportionate and justified.

This process to remain in force until otherwise determined

by Mackay Regional Council

COU047 – RIGHT TO INFORMATION Electronic version current – uncontrolled copy valid only at time of printing Page No. 1

Mackay BEGIONAL

COUNCIL POLICY

RIGHT TO INFORMATION

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Mackay REGIONAL



RIGHT TO INFORMATION

1.0 Principles

The *RTI Act* establishes a public right of disclosure of information and access to Documents in MRC's possession or control with a view of achieving a more open, accountable and transparent government.

The *RTI Act* sets out specific processes that must be followed in seeking access to MRC Documents as well as the grounds of exemption which can apply to prevent the disclosure of certain information and Documents.

MRC promotes proactive release of information and is committed to make access to information as easy as possible for the general community. MRC encourages MRC Staff to actively support the release of corporate information is in accordance with the *RTI Act*.

An individual who requests access to a MRC Document, or part of a Document, should initially be referred to sources of information which are publicly available including:

- MRC's website;
- MRC's Publication Scheme;
- MRC libraries and administrative centres;
- MRC's Disclosure Log; and
- Under Administrative Release arrangements.

If the Document is not publicly available, an individual may apply to access the Document under an Administrative Release arrangement.

If access cannot be given under one of the above mechanisms, an individual may choose to submit an RTI access application in accordance with the provisions of the *RTI Act* or *IP Act*.

1.1 <u>Responsibility</u>

Section 30 of the *RTI Act* states that any access application must be determined by the 'Principal Officer'. In MRC's case the 'Principal Officer' is the CEO or another MRC Officer ('RTI Officer') who has been delegated power from the CEO.

The RTI Officer has the responsibility of making initial decisions regarding the release of relevant Documents within the time periods stipulated within the *RTI Act*. The RTI Officer may deal with any RTI application and liaise with the relevant Departments or Programs within MRC regarding access to Documents.

Under the *RTI Act* the RTI Officer is authorised to view all relevant Documents including any confidential Documents in order to assess the Documents to determine if the Documents are able to be released.

Where there is an internal review of a decision made on an RTI application, the CEO or nominated delegate (the delegate must be no less senior than the

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officer who made the original decision) will be responsible for determining the internal review.

1.2 Administrative Release Scheme

The Administrative Release Scheme is a way of providing the public with access to information. 'Administrative Release' refers to the release of information by means other than a formal access application under the *RTI Act* or *IP Act*.

Where possible MRC will release information under its Administrative Release scheme.

Examples of information that may be released under the Administrative Release scheme include:

- (a) a person requests a copy of their own correspondence sent to or received from MRC. As long as MRC can ensure that it has verified the relevant person's identification (e.g. cited driver's licence or a certified copy), MRC could release the information administratively;
- (b) open data, where de-identified data sets held by MRC are released to the public via federal, state or local government websites;
- (c) where other legislation authorises the release of the information to the person requesting the information;
- (d) information published on MRC's website such as the publication scheme and Disclosure Log;
- (e) a court order authorises the release of the information requested; or
- (f) statistical information.

Information that will not be released under the Administrative Release scheme includes:

- (a) information that is prohibited from release under law;
- (b) information that is exempt under the *RTI Act* or the *IP Act*;
- (c) information in draft form; or
- (d) information that is no longer readily available as it has been archived or is difficult to access for similar reasons.

An Administrative Release requests should be referred to Corporate Governance who will assess and determine if the Document can be released administratively.

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1.3 <u>Publication Scheme</u>

MRC will maintain a Publication Scheme on its website in accordance with the *RTI Act*. This scheme will identify the type of information which MRC will make routinely available, including any terms or charges.

The Publication Scheme includes information in accordance with the Ministerial Guidelines for Publication Schemes. Documents to be listed in the Publication Scheme include:

Class of Information	Type of Information	How MRC Currently addresses
About MRC	What MRC does - background information on MRC and the Mackay Region	 History of MRC; About the MRC region Privacy/disclaimer; Other Laws and policies; MRC's role in government; Contact MRC; MRC Meetings; Organisational Structure; Mayor and Councillors Making a complaint
MRC Services	The service that MRC offers - a description of what services are offered by MRC including advice and guidance, booklets and leaflets, media releases.	 Forms and applications; News and media centre; Libraries; PD online; Online services and payments; Road Works; Water Restrictions; Services; Emergency Action Guide; Design and Construction requirements; A_Z Guide to MRC facilities; Facilities opining Times; eAccounts; myh20; Citizenship; Waste & Recycling; Major Projects Publications
MRC Finances	What MRC spends and how it is spent - financial information relating to projected and actual income and expenditure,	 Budget and financial Documents Fees & charges; Rates; Suppliers' guide;

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Class of Information	Type of Information	How MRC Currently addresses
	tendering, procurement and contracts.	 Tenders and purchasing;
MRC Priorities	What MRC's priorities are and how MRC are doing - MRC's strategic and performance Documents	 Corporate Plan Operational Plan and Quarterly Review; Business Plans Planning Scheme; Emergency Action Guide; Community; Environment; Service; MRC meetings; Open space, sports and recreation strategy; Sports and recreation; Facilities.
MRC Decisions	How MRC makes decisions	 MRC Meetings; Community engagement and consultation; Petition Policy
MRC Policies	Policies and Procedures - the current written protocols for delivering MRC functions and responsibilities	 Local laws & policies; Code of conduct for MRC employees; Code of conduct for Council; Code of conduct for Councillors Forms and applications; Privacy disclaimer; Petitions.
MRC Lists	Lists and registers - information held in registers required by law and other lists and registers relating to the functions of MRC.	 Legislative registers; Disclosure Logs; Delegations.

1.4 Disclosure Log

MRC will maintain a Disclosure Log making publicly available those decisions and Documents disclosed to Applicants (excluding personal information).

This information will be published in the Disclosure Log no sooner than 24 hours after it has been accessed by the Applicant, but no later than five business days after this access.

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1.5 Right to information Application

If the MRC Document is not publicly available or available via an Administrative Release request, a right to information application must be made to access the Document under the provisions of the *RTI Act*.

An RTI Application must:

- Be on the approved <u>application form</u> and accompanied by the prescribed application fee;
- Give sufficient information concerning the Document to enable the identification of the Document;
- State an address to which notices may be sent to the applicant;
- State whether access of the Document is sought by the applicant or another entity (which is required to be names)
- Evidence of identity of the applicant (certified copy of driver's licence);
- If an agent is acting for an applicant evidence of the agent's authority and evidence of identity is required (i.e. signed consent by client)

The RTI Application applies to Documents that are, or may be, in existence to the day the application is received by MRC.

The *RTI Act* provides delegated decision makers 25 business days from the receipt of the application by MRC.

1.6 Internal and External Review

Applicants have the right to seek an internal review if they disagree with the decision of the RTI Officer. An internal review is a process established under the *RTI Act* which allows the decision made by RTI Officer to be reviewed by the Principal Officer, namely the CEO. The CEO may delegate this power to another officer.

Applicants may apply to the Office of Information Commissioner if they are not satisfied with the result of the internal review. Alternatively, the Applicant may wish to forgo the opportunity to seek an internal review of the RTI Officer's decision and proceed directly to an external review with the Office of Information Commissioner.

2.0 Definitions

To assist in interpretation the following definitions shall apply:

Administrative Release shall mean access to information in full or part, in certain types of administrative or operational records. Such records are generally released as a matter of course in response to a request, without the need for a formal application under legislative authority.

CEO shall mean the Chief Executive Officer. A person who holds an appointment under section 194 of the *Local Government Act 2009*. This includes a person acting in this position.

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Council shall mean the Mayor and Councillors of MRC.

Disclosure Log shall mean a list of documents released by MRC under the RTI Act and published on MRC's website.

Document shall mean a document in the possession or under the control of MRC whether brought into existence or received by the agency and includes:

- (a) A document to which MRC is entitled to access;
- (b) A document in the possession or under the control of an officer of MRC in the officer's official capacity.

A Document may be:

- (a) In a hardcopy or electronic form;
- (b) Any paper or other material on which there is writing;
- (c) any paper or other material on which there are marks, figures, symbols or perforations having a meaning for a person qualified to interpret them;
- (d) any disc, tape or other article or any material from which sounds, images, writings or messages are capable of being produced or reproduced (with or without the aid of another article or device).

IP Act shall mean the Information Privacy Act 2009.

MRC shall mean Mackay Regional Council.

Personal Information shall mean information or an opinion, including information or an opinion forming part of a database, whether true or not and whether recorded in a material form or not, about an individual whose identity is apparent, or can reasonably be ascertained, from the information or opinion.

Principal Officer shall mean the Chief Executive Officer of MRC.

Publication Scheme shall mean information that MRC has available and the terms on which MRC will make the information available including any charges.

RTI Act shall mean the Right to Information Act 2009.

RTI Officer shall mean a MRC Officer delegated to undertake Right to Information decisions.

Staff shall mean all persons employed by MRC on a permanent, temporary, or casual basis, or otherwise engaged by Mackay Regional Council including those under a contract of service or a volunteer program

3.0 Review of Policy

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

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

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RIGHT TO INFORMATION

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

4.0 Reference

- Local Government Act 2009
- Local Government Regulations 2012
- Right to Information Act 2009
- Right to Information Regulation 2009
- Information Privacy Act 2009
- Information Privacy Regulation 2009
- Acts Interpretation Act 1954
- Public Records Act 2002
- Human Rights Act 2019
- MRC Policy 046 Information Privacy Policy
- MRC Policy 019 Confidentiality Policy
- MRC Policy 077 Close Circuit Television Policy
- MRC Policy 086 Remotely Piloted Aircraft Policy and Procedure

Version Control:

Version	Reason / Trigger	Change	Endorsed / Reviewed	Date
2	Review of Policy	Amendment of Policy	Council	26.10.16
3	Review of Policy	Amendment of Policy	Council	13.11.19
4	Review of Policy			



DELEGATIONS

Program: E Date of Adoption: Resolution Number: Review Date:

Executive Office

Scope

This policy applies to the Mayor, Councillors, Chief Executive Officer (CEO) and all Mackay Regional Council (MRC) Employees.

Objective

The purpose of this policy is to support MRC to meet its legislative requirements relating to powers delegated under the *Local Government Act 2009 (the Act).*

Policy Statement

This policy provides for the authority and responsible exercise of delegation within MRC.

This process to remain in force until otherwise determined by Mackay Regional Council

COU093 – DELEGATIONS Electronic version current – uncontrolled copy valid only at time of printing. Page No. 1 **COUNCIL POLICY**

DELEGATIONS

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Mackay REGIONAL

DELEGATIONS

1.0 Principles

Delegations are the mechanisms by which Council authorises the CEO and MRC Employees to act on behalf of MRC. Delegations are a key element in effective governance and management of MRC and provide formal authority to the delegated Employee to commit MRC and/or incur liabilities on behalf of the organisation.

1.1 <u>How Delegations must be exercised</u>

Delegations are to be exercised within the framework of *the Act*, Council Policies, Procedures and Local Laws and any other applicable external legislative requirements.

Delegated authority must be exercised by the most appropriate Employee in terms of the level of decision making, financial, asset, information and human resource management.

Financial, procurement and facilities management Delegations must be exercised within specified delegated financial thresholds, budget allocations and in accordance with *the Act*, Council Policies, Procedures, Local Laws and any other external legislative requirements.

A Delegation must be exercised in accordance with any conditions attached to the Delegation.

1.2 Principles

The following principles apply to Delegations made:

- A Delegate **must become** familiar with their appointed Delegation and have an appropriate understanding and knowledge of the requirements of relevant Legislation, Council Policies, Procedures and Local Laws.
- A Delegate **must not** exercise a Delegation if there is an actual or perceived conflict of interest (e.g. making a financial commitment in which the approver has a personal interest).
- Delegations are conferred on a position and individuals occupying the position are responsible and accountable for decisions made under the approved Delegations.
- An Employee who has been formally appointed to act in a position can exercise any Delegation attached to that position unless the appointment to act specifies otherwise.
- If a position or a committee is abolished or re-named so that there is a reassignment of responsibility for a particular function, the Delegation is reassigned accordingly.
- A Delegate is not obliged to exercise the Delegation. Where the Delegate believes special or unusual circumstances exist which would make it more transparent or ethical for the matter to be dealt with other than by the

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DELEGATIONS

Delegate, the matter should be transferred to a Manager, Director, CEO or Council for Decision.

- A breach of this policy or of a Delegation may be regarded as misconduct. Breach of a Delegation may result in disciplinary action.
- Council or the CEO, as the case may be, may at any time vary or repeal any Delegation, subject to any Legislation, Council Policy, Procedure or Local Law governing the Delegation.

1.3 Delegation Hierarchy

Levels of authority are hierarchical following the relevant lines of the Organisational Chart up to and including Council.

Provided there is no legal reason why a named Delegate must exercise a particular Delegation, the Delegate's Manager and each officer in line of organisational authority superior in turn to that officer, hold the same delegated function.

1.4 <u>Restrictions</u>

The Mayor may not delegate the following powers:

- A power delegated by Council, if Council has directed the Mayor not to further delegate the power; and
- A power to direct the CEO or a member of the Executive Leadership Team (ELT).

The CEO may not delegate the following powers:

- A power delegated by Council, if Council has directed the CEO not to further delegate the power; and
- The power to keep a register of interests.

1.5 <u>Registers</u>

MRC will keep and maintain the following registers:

- Delegations by Council to the Mayor;
- Legislative Delegations which include the Delegations from Council to the CEO and from the CEO to Employees; and
- Administrative Delegations which include financial Delegations.

The Registers include:

 Listing the section or matter in which the right to act or exercise discretion has been so delegated;

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- Contains the title of the position to which the powers are delegated; and
- Date of delegation being approved.

1.6 <u>Review of Delegations</u>

All of the Delegations Registers will be reviewed annually in accordance with legislative requirements.

2.0 Definitions

To assist in interpretation, the following definitions shall apply:

CEO shall mean the Chief Executive Officer. A person who holds an appointment under section 194 of *the Act.* This includes a person acting in this position.

Conflict of Interest shall mean a real or perceived conflict between an Employee's official duties and responsibilities in serving the public interest and their private interests. A conflict of interest can arise from avoiding personal losses as well as gaining a personal advantage – whether financial or otherwise. This includes advantages to relatives, friends and business associates.

An example of a 'real' conflict of interest is:

Ron is on a recruitment and selection panel and his sister is applying for a position to be decided by that panel.

An example of a 'perceived' conflict of interest is:

Mary works for MRC as a community grants funding program manager. On the weekend she plays tennis with the director of a community organisation applying for funding through the funding program Mary is managing.

Council shall mean all elected representatives, including the Mayor, of Mackay Regional Council.

Councillor shall mean an elected representative, including the Mayor, of Mackay Regional Council.

Delegate shall mean a person who has been assigned to a position which has been assigned powers under various sections of relevant acts to undertake specific duties or functions.

Delegation shall mean the authority to make decisions on behalf of MRC. This includes Delegations from Council to the CEO and from the CEO to Employees.

Director shall mean the individual who is in charge of a Department and a member of ELT, excluding the CEO.

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ELT shall mean the Executive Leadership Team which includes the Director Capital Works, Director Community & Client Services, Director Development Services, Director Engineering & Commercial Infrastructure, Director Organisational Services, Executive Officer and Senior Legal Counsel.

Employees shall mean all persons employed at MRC on a permanent, temporary, volunteer or casual basis and may include persons engaged under a contract of service.

Mayor shall mean an elected member of Council, also referred to as a Councillor, with additional responsibilities as outlined in section 12(4) of *the Act.*

MRC shall mean Mackay Regional Council.

the Act shall mean the Local Government Act 2009.

3.0 Review of Policy

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

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

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

4.0 Reference

- Local Government Act 2009
- Local Government Regulation 2012
- Human Rights Act 2019
- MRC Delegation Registers
- MRC Financial Delegations Register
- MRC Code of Conduct
- MRC Policy 026 Conflict of Interest
- MRC Policy 005 Procurement

 Version Control:

 Version Reason / Trigger Change Endorsed / Reviewed Date

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COUNCIL POLICY

DELEGATIONS

1	New Policy		Council	28/9/16
2	Review of Policy	Minor amendments	Council	27/11/19
3	Review of Policy			

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11.2. CAPITAL WORKS 11.2.1. CAPITAL WORKS MONTHLY REVIEW REPORT - NOVEMBER & DECEMBER 2022

Author Responsible Officer File Reference Director Capital Works (Jim Carless) Director Capital Works (Jim Carless) Departmental Monthly Review Reports

Attachments

 Capital Works Monthly Review Report -November & December 2022 [11.2.1.1 - 37 pages]

Purpose

To provide Council with the Capital Works Monthly Review Report for the months of November and December 2022.

Related Parties

Nil

Officer's Recommendation

THAT the Capital Works Monthly Review Report for November and December 2022 be received.

The following Questions were taken on Notice to be answered outside the meeting -

- Cr Bella referred to the Koumala Water Treatment Plant and queried if data pre and post connection could be included in a Monthly Review Report.
- Cr Bonaventura noted that the public toilets at Riverside Link are out of service and queried when they would be back in service.
- Cr May referred to the Koumala Water Treatment Plant and queried if Council had undertaken any social media around the connection of the plant and if any feedback on water quality had been received.

Council Resolution ORD-2023-010

THAT the Capital Works Monthly Review Report for November and December 2022 be received.

Moved Cr Jones

Seconded Cr Green

CARRIED UNANIMOUSLY



Capital Works Monthly Review Report

November & December 2022

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Capital Works Monthly Review Report > November & December 2022

OVERVIEW

This report is for Capital Works Department activities during the months of November and December 2022. Significant items in this period include:

- Total Council projects expenditure as at 20 December 2022 is currently tracking \$2.4M under YTD budget, with \$43.4M expended in the delivery of these projects.
- Projects where construction was completed* includes:
 - ✓ Spray seal resurfacing program FY2022/23
 - Mackay Entertainment and Convention Centre fire system design and install
 - ✓ Nebo Road Water Treatment Plant filter media replacement
 - ✓ Nebo Road Water Treatment Plant polyaluminum chloride dosing pumps replacement
 - ✓ Nebo Road Water Treatment Plant 4 Turbidity Analysers
 - ✓ Nebo Road Water Treatment Plant sludge transfer pump
 - ✓ Christensen St, Bucasia water main replacement
 - ✓ Boundary Road East, Paget Intersection reconfiguration, Jack Connor Drive intersection
 - ✓ Warland Street, South Mackay drainage reconstruction stages 1, 2 & 3
 - ✓ Sarina Water Recycling Facility auto samplers
 - ✓ Mackay North Water Recycling Facility replacement and renewal of blower
 - ✓ Mackay South Water Recycling Facility upgrade disinfection
 - ✓ Mackay South Water Recycling Facility asset renewal expenditure program
 - ✓ Mirani Water Recycling Facility asset renewal expenditure program FY22/23
 - ✓ SCADA data management repository software water
 - ✓ SCADA data management repository software sewerage
 - ✓ Koumala water supply project
 - ✓ Paget Depot administration structural work
 - Investigator Street, Andergrove drainage
 - ✓ Shakespeare Street, East Mackay water main renewal
 - Recycled water scheme FY2021/22 flowmeters replacement & renewals
 - Mackay CBD water network flow & pressure monitoring
 - Gargett bore and disinfection facility
 - Finch Hatton bore and disinfection facility
 - Allan Cameron Rotary Park new fitness hub and drainage works
- Projects where construction is in progress includes:
 - Hume Street, West Mackay water main renewal, Bridge Road to Lagoon Street
 - o Koumala Water Treatment Plant new ground level water storage tanks and pump station
 - Public amenities maintenance
 - Water pump station- booster station upgrades / improvements FY2021/22
 - o River Street Service Road & Riverside improvements, Mackay waterfront

* 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*

Capital Works Monthly Review Report > November & December 2022

SAFETY

1.1. November and December Summary

In November 2022:

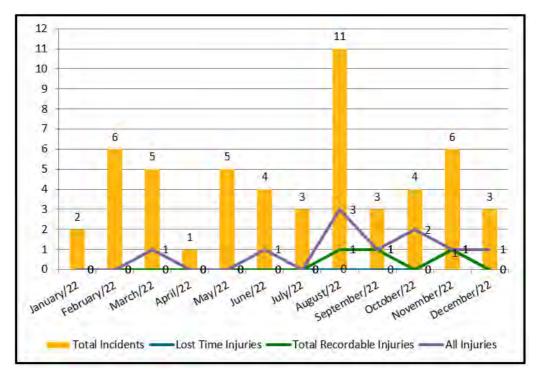
- Seventeen safety interactions were completed.
- Two site safety inspections were completed.
- 96% of monthly action plan activities were carried out.

Six incidents were reported in November, involving MRC employees or contractors.

In December 2022:

- Eleven safety interactions were completed.
- Two site safety inspections were completed.
- 100% of monthly action plan activities were carried out.

Three incidents were reported in December, involving MRC employees or contractors.



1.2. Incidents and Injuries

The following injuries to MRC employees were reported:

- While attending mountain bike related conference, worker has fallen from mountain bike, injuring hand lost time injury.
- Received severe sunburn to top of head, through straw hat first aid injury.

The following asset damage incidents were reported:

• Scraping toolbox on truck tailgate when two vehicles passing.

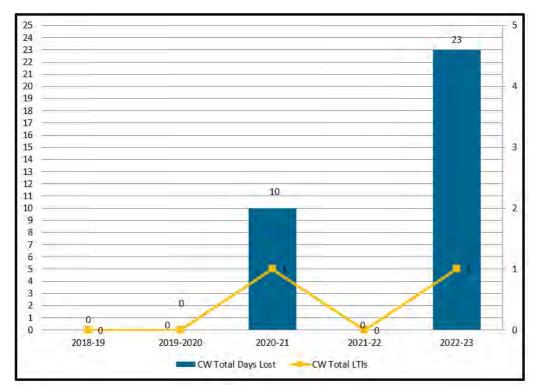
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- Truck moved forward and toolbox door swung open and collided with tree, causing damage. Toolbox was incorrectly secured.
- Walking 20T excavator over site, caused buried water main to leak.

The following incidents involving a contractor were reported:

- Operator walking backwards and tripped over digger bucket, falling and injuring wrist.
- Driver of mini concrete truck left the road, resulting in the truck striking a pole stay and rolling onto its side.
- Worker entered confined space area, without appropriate controls in place.
- While hydro mulching sub-contractor has driven into Ergon pillar (Green Boy).

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



1.3. Lost Time Injuries & Days Lost

Demostersont	2018-19		2019-20		2020-21		2021-22		2022-23	
Department	LTI	Days Lost								
Major Projects					1	10			1	23
Portfolio Management Office										
Field Services										
Contract Services										
Design Services										
Capital Works Total	0	0	0	0	1	10	0	0	0	0

For the 2022-23 year, there has been one lost time injury recorded:

• While attending a mountain bike related conference, employee has fallen from bike injuring hand. Resulting in 23 days lost as they recovered.



Capital Works Monthly Review Report > November & December 2022

CAPITAL PROJECT UPDATES

2.1. Capital Summary Report

Total Council projects expenditure as at 20 December 2022 is currently tracking \$2.4M under YTD budget, with \$43.4M expended in the delivery of these projects. This represents 94.8% of YTD forecast and 38.1% completion of the annual revised budget.

The current annual approved budget is \$113.9M. Project delivery is being reviewed and considered as part of the December budget review. The outcome of this process will be included in a future report following adoption by Council.

2.2. Financial Performance

The below table summarises the financial summary for the current year Council Projects works program for the reporting period.

Capital Projects Expenditure 2022/2023

	Dec	ember 2022				% Spent of
					% Spent of YTD	Approved
Department	Approved Budget	Current Forecast	YTD Forecast	YTD Actual	Forecast	Budget
PLANT & EQUIPMENT PURCHASES						
Development Services	92,210	109,287	94,287	82,590	87.6%	89.6%
Organisational Services	94,268	99,386	5,118	17,972	351.2%	19.1%
Community & Client Services	676,026	685,023	525,131	212,133	40.4%	31.4%
Engineering	64,575	70,249	70,249	70,249	100.0%	108.8%
Commercial Infrastructure	599,223	601,094	160,764	153,129	95.3%	25.6%
Procurement & Plant	7,928,026	11,485,935	2,991,612	2,313,651	77.3%	29.2%
Information Services	2,141,966	2,376,031	989,320	919,251	92.9%	42.9%
Design Program	109,215	109,215	67,076	52,076	77.6%	47.7%
Field Services	31,003	31,000	0	1,932	0.0%	6.2%
Contract Services	41,928	93,661	5,698	5,976	104.9%	14.3%
	11,778,441	15,660,880	4,909,253	3,828,959	78.0%	32.5%
CAPITAL PROJECTS (Excluding Plant & Equipment	<u>nt)</u>					
Development Services	1,112,872	1,033,080	239,362	209,739	87.6%	18.8%
Organisational Services	7,572,798	7,602,596	1,170,970	1,174,677	100.3%	15.5%
Community & Client Services	734,110	503,896	305,793	220,999	72.3%	30.1%
Engineering	955,671	975,384	388,096	265,606	68.4%	27.8%
Commercial Infrastructure	3,898,198	4,298,780	2,075,596	1,884,533	90.8%	48.3%
W4Q & Fed's COVID Funding	799,463	796,002	472,845	490,173	103.7%	61.3%
Works for Queensland Round 4	5,674,090	5,655,705	2,145,692	2,098,614	97.8%	37.0%
Design Program	12,719,940	11,765,916	2,098,666	1,931,654	92.0%	15.2%
Major Projects	16,822,811	18,060,380	8,759,192	8,956,268	102.2%	53.2%
Field Services	11,005,409	11,294,381	7,594,870	7,450,379	98.1%	67.7%
Contract Services	40,780,227	37,249,802	15,542,611	14,840,139	95.5%	36.4%
Portfolio Management Office	0	45,895	40,895	0	0.0%	0.0%
	102,075,590	99,281,818	40,834,589	39,522,783	96.8%	38.7%
Total	\$ 113,854,030	\$ 114.942.698	\$ 45,743,842	\$ 43.351.742	94.8%	38.1%

December 2022



Capital Works Monthly Review Report > November & December 2022

Project Spend by Department

The below image summarises the financial summary for the current year Council Projects works program, by department for the reporting period.

	D		10	15	20 VITI Forecast	75	200	55	(m)	-a Millions
Development Services	-									
Organisational Services										
Community & Chirof Serundeo										
Engineering										
Commercial Infrastructure	_	_								
Procursmant & Plant	_									
Information Services	-									
Works For Dummiland Funding Project										
W40 A Red SCOVID Funding	-									
Works for Gueensland Round 4.	-	-								
Roads & Community Infrastructure Program and Phase 3	_	-								
AEIREA										
Dunigs Program.	_	_	_	-						
Major Projects	_	_	_							
Field Strylon	_		_							
Contract Services	_							-		
Portfolits Management Office										

Project Expenditure Forecast

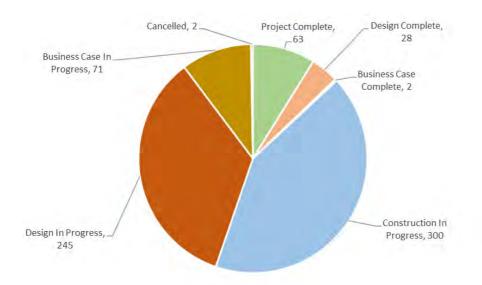
The top five variances (underspend) between actuals and forecast for the reporting period are:

Project	Description	Comments	Variance	Forecast Spend Achieved (%)
10390	Plant & Equipment - Replacement Program	Variance due to delay in delivery of ordered items below; 92209 Isuzu Truck delayed delivery due to installation of extra's required, \$219,734. 91405, 91406 and 91407 John Deere Tractors	-\$647,961	43%
		delayed delivery \$414,351.		
63315	Water Main Relining Peak Downs Highway 150 Dia,	It was forecasted by the Contractor to complete the installation and commissioning of new relined water main. Due to wet weather and delay / short supply of	-\$298,365	2%
	Alexandria	reinstatement material the works were incomplete. Hence the variance as the Contractor hasn't claimed the forecasted amount.		
51858	Stormwater Relining Condition State 16 and Above	Over 75% of the works complete however contractor yet to complete finishing activities and QA documentation.	-\$235,728	0%
	22/23	Contractor is back on site now awaiting clear weather to complete.		
90573	Closed Landfill, Rehabilitation Project	Lower than expected expenditure due to inability to achieve all the planned work, and timing of processing of claims. These timing variances will be addressed in the coming months.	-\$168,308	50%
74041	Sewer Gravity Main CCTV Inspections, Relining Program FY 22/23	Contractor delayed start and now over 60% of sewer lines have been relined, however not paid due to lack of QA documentation.	-\$114,117	15%

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2.3. Project Phases

For the reporting period, MRC reports a total of 711 Council projects within its delivery program. The delivery phases are represented below.



2.4 Key Contracts Approved for November and December 2022

Contracts finalised and approved during November and December 2022 are valued at \$10,384,037.31

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

Contract	Design / Construction	Amount Award (ex GST)	Contractor
MRC 2023-008 Parks Amenities and Shelter Upgrades	Construction	\$235,317.26	BH Building Pty Ltd
MRC 2023-016 51678 CBD and Central Mackay Footpaths Upgrade	Construction	\$1,127,378.04	Vassallo Constructions Pty Ltd
MRC 2023-011 22130 Woodlands District Parks (Stage 1) and 51707 Broomdykes Drive Culvert Upgrade	Construction	\$1,989,826.07	Vassallo Constructions Pty Ltd
MRC 2023-012 Bus Stop Upgrade Works	Construction	\$2,028,061.00	Seaforth Civil Pty Ltd
MRC 2022-058 Barton Street Drainage Upgrade	Construction	\$2,390,194.51	Seaforth Civil Pty Ltd
Quote 2022-048 Asphalt Resurfacing Program	Construction	\$2,613,260.43	Fulton Hogan Industries



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PORTFOLIO MANAGEMENT OFFICE

3.1 Monthly Achievements – November and December 2022

Works have commenced on the Change Management Plan for the roll-out of the Empower Software solution. Engagement sessions introducing Empower to the Engineering and Commercial Infrastructure and Organisational Services Management teams have taken place this month, with Community & Client Services and the Capital Works Design team scheduled in for early next year.

The Project Development Review Group (PDRG) assessed and scored the Concepts and Business Cases submitted for Quarter 2. Feedback has been sent back to Asset Owners to review and update with a follow-up meeting to take place in the New Year.

Portfolio Management Office has finished the year with no outstanding Promapp Process Reviews.



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DESIGN SERVICES

4.1 Design Summary Report

Design Services have just added the design of McCreadys Ck crossing between Reed St and Norwood Pde to the program. This will be a detailed design update to the plans developed in 2016, initiated by the further expansion of the adjacent Kerrisdale Estate and the need for this road connection between adjoining subdivisions and link to the Northern Beaches High School.

The South Mackay Levee project is currently out for tender for consultancy services with an expected award in the coming months.

Detailed design is being finalised for Alsatia Park. This is an update of facilities catering for toddlers through to youths being a premier park for the Walkerston district.

Designs Completed

- Mirani carpark roadway upgrade
- ✓ Vine showcase arbours including pathways and landscape
- ✓ Sarina Beach north area drainage upgrade
- ✓ Multiple sewerage pump station refurbishments across the region
- ✓ Marwood/Sunnyside Road widening next stage
- ✓ West Leslie Street intersection
- ✓ Shoal Point Road bus stop
- ✓ Horse and Jockey Road/Lansdowne Road upgrade

Notable Designs in Progress:

- Sarina Youth Centre expansion
- Mirani Precinct frontage works
- 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
- Camilleri Park upgrade stage 3
- Woodlands Park playground and track
- East Gordon Street and Goldsmith Street watermain replacements
- Forbes Road causeway upgrade
- Shoal Point reservoir upgrade
- Bassett Street Sewerage pump station upgrade
- Hamilton Street sewerage rising main renewal
- Artspace facility upgrade
- Stevenson Street water main renew
- Griffin Street water main renewal
- Shakespeare St water main renewal
- Various bus shelters within the Translink network

4.2 Survey Office Summary Report

Overview

In the last months of 2022, the surveyors completed detail surveys for water main renewals, kerb replacements, and pavement rehabilitation. The team was also called on to provide spatial data for investigations, including the Middle Creek Dam risk assessment. For this job, the surveyors were required to measure levels at 44 properties and seven bridge structures to enable engineers to determine impacts of a potential dam failure.

Surveys were completed for:

- ✓ Alfred Street, Mackay water main renewal Wellington Street to Peel Street
- ✓ Bucasia Esplanade, Bucasia water main renewal
- ✓ Burgess Street, North Mackay kerb and channel replacement
- ✓ Cullen St sewer pump station catchment investigation

Capital Works

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- ✓ First Lane, Mackay rehabilitation
- Flaherty Street, Eton water main repairs
- Middle Creek Dam, Sarina levels for risk assessment
- Petrie Street, East Mackay flood gates
- Quarry Lane, North Mackay rehabilitation
- Nebia Coningsby Road, Farleigh Rehabilitation
- ✓ Norris Road, North Mackay footpath renewal Bovey Street to Reservoir Road
- Stotts Road, Racecourse drainage investigation
- Bus Shelters:
 - ✓ Bruce Highway, Bakers Creek
 - ✓ Bucas Drive, Bucasia
 - ✓ Kippen Street, South Mackay
 - Nebo Road, Ooralea
 - ✓ Rae Street, East Mackay
 - ✓ Sextons Road, Te Kowai
- Service Locations for:
 - ✓ Bucasia Esplanade, Bucasia water main renewal
 - ✓ Bruce Highway, Alligator Creek water main renewal
 - Griffin Street, Mackay water main renewal
 - Sarina Youth Centre expansion
 - ✓ Seaforth rural bikeway
- Additional detail for:
 - ✓ Archibald Street, West Mackay Bluewater Trail to Cross City Link Paget
 - Forbes Road, Bloomsbury causeway upgrade
 - ✓ Holts Road, Richmond intersection upgrade at Pioneer Street
 - Midge Point Road, Midge Point water main
 - Willetts Road, North Mackay Gooseponds water main renewal



Figure 1: Collecting levels for Middle Creek Dam Risk Assessment

4.3 Estimating and Specifications Summary Report

Overview

The Capital Works Estimating and Specifications (CWES) team have assisted asset owners, designers, project managers and consultants with providing cost advice on the various Capital Works projects. Also, successfully produced cost estimates for few civil and open space projects through the Benchmark Estimating Software.

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

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Estimates:

- 53421 Paget Depot, biohazard retention pit repairs.
- 57267 Paget St stormwater drainage repair, culvert replacement at George Milton.
- 57312 West St and Leslie St intersection, Sarina traffic calming works.
- 57364 Cooks Lane Bakers Creek, kerb and channel replacement works, left hand side.
- 57365 Cooks Lane Bakers Creek, kerb and channel replacement works, right hand side.
- 29113 O'Riely Avenue Park, park improvement project.
- 51716 Heaths Road, shared path, Windmill Crossing Reflection St.
- 51849 Marwood Sunnyside Road, shoulder widening.
- 60413 Griffin Street Mackay water main renewal, firefighting augmentation.
- 51856 Pioneer Street and Holts Road intersection upgrade.
- 51815 Grendon Street, North Mackay, footpath renewal, left hand side.
- 60424 Willets Road, road driven water main renewal, Gooseponds Creek Crossing
- 22130 Woodlands District Park development stage 1, carpark.
- 57253 Forbes Road, Bloomsbury, concrete floodway restoration.



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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

Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
External	Mid December 2020	October 2021	\$2,563,301	PC was awarded on the 14 th of December 2022.
		December		
		Delivery Scheduled Start Date External Mid December	Delivery Original Scheduled Start Date Scheduled Completion Date External Mid October 2021 December 2020 Revised Date	Delivery Original Scheduled Start Date Scheduled Completion Date Budget External Mid October 2021 \$2,563,301 December 2020 Revised Date December December

Funds obtained from 2019-2021 Local Government Grants and Subsidies Program.

Recent Project Activities

Handover of project site.



Water Treatment Plant

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5.2 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.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	External	Early August 2021	March 2022 Revised Date January 2023	\$2,997,510	Delay in receiving materials from supplier has seen works extend into 2023. Works will be prioritised for completion in January 2023 weather permitting.

- ✓ Delivery of outstanding materials.
- ✓ Missing section of boardwalk installed, however handrail delivery has been an issue.



Stage 1 works awaiting handrail installation.



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Stage 1 works awaiting balustrade installation.

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5.3 Pioneer River North Bank Shared Path - Stage 2

Overview

This project is the second 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. The second stage comprises delivering 0.25km of 3m wide (nominal) concrete shared path, 0.15km of boardwalk and various size connecting paths along the western sides of the Bruce Highway from the Sams Road intersection North to the Gooseponds existing pathway. Council was successful in obtaining 50% funding of the project estimated cost through the Cycle Network Local Government Grants Program.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	External	Early August 2022	January 2023 Revised Date March 2023	\$1,574,889	Project is progressing well with the majority of the concrete works complete.

- Drain liner completed
- ✓ Footing completed
- ✓ Interconnecting pathways 95% complete
- Retaining wall completed



Left: Drain liner and Boardwalk footings. Right: Interconnecting footpaths and retaining wall complete, awaiting the arrival of the bikesafe handrails

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5.4 Kelsey Creek Water Pump Station - Stage 2

Overview

This project involves the installation of an in-line filtering treatment process plant (WTP) using granular prefilters and iron and manganese removal filters to reduce the level of iron and manganese levels below the Australian Drinking Water Guidelines (ADWG).

The Midge Point Water Supply System (MPWSS) is an isolated scheme supplying water from nine (9) bores, treating it at the Kelsey Creek Water Pump Station (KCWPS) located in Proserpine, pumped via a 375mm diameter water trunk pipeline from Kelsey Creek Water Treatment Plant (KCWTP) to Midge Point water reservoir for water storage and distributed via a reticulation network in Midge Point.

This augmentation project is for the design, supply, installation, and commissioning of treatment units as part of upgrade to the existing Water Treatment Plant. The project includes the construction of associated civil, structural, mechanical, electrical and communication infrastructure.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	External	August 2022	May 2023	\$1,347,803	Construction works commenced.

- ✓ 100% Design including electricals completed by the Contractor.
- ✓ Installation of underground pipe works, conduits and electrical pits at site underway.
- Civil Works for foundation and concrete blocks for pressure vessels to commence mid-January subject to weather.

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5.5 Nebo Road Water Treatment Plant Media Replacement

Overview

This project involves undertaking critical work to refurbish the River Stage 2 Filters' performance with regards to filter run times and filtered water quality at the Nebo Road Water Treatment Plant (WTP).

The filter improvements are to be achieved by replacing the existing dual media filter beds (anthracite coal and sand) with a new dual media configuration (anthracite coal, sand, and two layers of garnet).

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	External	August 2022	September 2022	\$1,478, 765	Project Completed
			Completed October 2022		

- ✓ Enabling works completed on Filters 9 and 10
- ✓ Filter 9 media replacement completed
- ✓ Filter 10 refurbishment works completed

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5.6 Pioneer Valley Culvert Replacement Works

Overview

Council has a significant network of road assets with over 2500 Km of local roads with associated drainage structures and has an ongoing inspection program undertaking condition assessments of rural culverts. Several culverts have been identified as requiring replacement due to damage that has occurred to structures or found to be at the end of their serviceable life, in need of renewal beyond regular maintenance.

This project is for the removal and replacement of stormwater culvert structures within the Pioneer Valley area as follows:

- Site 1 Owens Creek Loop Road culvert, Owens Creek
- Site 2 Owens Creek Loop Road culvert
- Site 3 Mirani Bolden Road replacement drainage culvert, Mirani

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	External	September 2022	January 2023	\$1,132,763.33	Project progressing well with work at Site # 03 complete and works at Sites # 1 & 2 80% completed.

- ✓ Complete side tracks for Sites # 1 & 2 Owens Creek Loop Road culverts
- ✓ Complete the culverts concrete base at Site 1 & 2 Owens Creek Loop Road culverts
- ✓ Complete the landing process for culverts at Site # 1 & 2 Owens Creek Loop Road culverts
- ✓ Complete unbound pavement base course at Site 1 Mirani Bolden Road



Side track Work at Owens Creek Loop Road culvert

Water barriers and road signage at Owens Loop Road culverts



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Slab steel reinforcement work at Owens Loop Road culverts

Finishing of Concrete for slab at Owens Loop Road culverts



Placement of Culverts Crowns at Owens Creek Loop Road culverts Placement of Culverts Crowns at Owens Creek Loop Road culverts

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5.7 Gooseponds & Seaforth Creek Bank Protection Works

Overview

Council is undertaking works to stabilise and protect the banks of Gooseponds Creek and Seaforth Creek following continuing erosion, which is threatening private properties in both locations and the current road formation of Evans Avenue, Seaforth.

At Gooseponds Creek, bank protection works were previously constructed in 2001. After Cyclone Debbie in 2017, significant erosion occurred to the creek bank on the northern end of these works and necessitated the continuation of bank protection works, per this project.

At Seaforth Creek, design was undertaken in 2015 and construction staged due to budget constraints. Stage 1 was previously constructed in the 2016/2017 financial year and this project is the construction of Stage 2 works.

Project S	tatus
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Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	External	July 2022	Gooseponds – early September 2022	\$1,581,033	Site works completed at both locations.
			Seaforth – mid October 2022		
			mid October 2022		
			Gooseponds site - works completed		
			28 September 2022		
			Seaforth site -		
			works completed 7 October 2022		

- ✓ Works are complete at the Gooseponds Creek site and Seaforth Creek site.
- Revegetation works at Seaforth Creek bank carried out late November / early December 2022.
- As Constructed documentation submitted for review and project finalisation.



Left: Seaforth Creek Bank Protection Works Right: Revegetation at Southern end of rock protection works; revegetation at Northern end of rock protection works.

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5.8 Asphalt resurfacing program 2022/2023

Overview

Council has a significant network of road assets which have a rolling maintenance program. The resurfacing and rehabilitation program comprises resurfacing works on various streets and roads around the region. Resurfacing works are carried out to protect the pavement and extend the road pavement life.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	External	January 2023	July 2023	\$3,500,000	Contract has been awarded, works are scheduled to start towards the end of January 2023 and run into July 2023

- ✓ Contract award
- ✓ Prestart undertaken
- Permits and plans submitted and approved



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MAJOR PROJECTS

6.1 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 1 Current Works
 - Civil Works (early works) J4 Road connecting Eimeo Road and Rosewood Drive.
 - Stage 1A Covered Multipurpose & Play Area
 - Stage 1B Library & Community Hub
- Stage 2 Aquatic Centre (future works)
- Stage 3 Development Area (future works)

Stage 1A

In general terms, the scope comprises the new covered multi-purpose court with ball sports line marking, adult change rooms, parking area, nature play spaces along the eastern edges of the site and adjoining the Library Hub, a picnic area and landscaping, pedestrian links and internal roads.

Stage 1B

In general terms, the scope comprises the library and various meeting, program and activity rooms, café, town square and landscaping, pedestrian links and internal roads.

Stage 2

Future works comprises of the Aquatics Centre, Kick & Throw space adjoining the Centre.

Stage 3

Future works and final Stage comprise the development of the northern parcel.

Civil Works Status

The design of the J4 road component is finalised. The delivery of J4 Road will be completed by MRC Field Services and an external contractor will be procured to complete the associated soft landscaping works.

The earthworks and drainage along the eastern side of the site will be included in the Stage 1A works delivery.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Multi-sports covered area (Stage 1A)	Design Phase	October 2022	July 2023	\$10.75M (\$6.5M funded)	Schematic Design phase commenced. Schematic Design phase
Community Hub – Main Building (Stage 1B)	Design Phase	October 2022	October 2023	\$37.25M	commenced.

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Civil Works	Design Phase / Constructi	February 2022	January 2023	\$6.74M	J4 Road design completed. Works progressing.
	on				Design of the eastern drain from Eimeo Road to Rosewood Dr and bulk earthworks in the Stage 1A are being finalised.
					Budget allocation confirmation available at conclusion of entire design.

- ✓ Federal funding (Building Our Future) approved for Stage 1A.
- State funding application under Resources Community Infrastructure Fund was unsuccessful for Stage 1B. Council will remain looking for new funding opportunities.
- ✓ Schematic Design Phase for Stage 1A and 1B progressing. NBCH Reference Group held on 14th November 2022.
- ✓ Tender for Quantity Surveyor Services is being finalised and planned to be awarded prior to the new year.
- ✓ To expedite construction, the civil works has been broken into two design packages: J4 Road and the bulk earthworks & drainage.
 - o Civil Design Documentation finalised for the J4 Road and associated works.
 - Site works commenced 21st November 2022, water crew works progressing.
 - The Civil Design Documentation for earthworks, eastern drain and landscaping design is being finalised. The earthworks and drainage along the eastern side of the site will be included in the Stage 1A works delivery.



Water works for the J4 Road project



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Artist Impression of Northern Beaches Community Hub (image is for illustration purpose only)



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6.2 <u>Seaforth Esplanade</u>

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 proposed contribution of \$6.45M bringing the total estimated project costs to \$8.65M.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Detailed Design	External	April 2021	July 2021		Design has now been completed.
			Revised Date April 2022		Construction awarded and works commenced September 2022. Works
Construction	External	May 2022	December 2022	\$8.65M	in progress.
		Revised Date			
		August 2022	Revised Date		
			September 2023		

Recent Project Activities

Contract was awarded during August to Vassallo Constructions Pty Ltd, project completion scheduled for September 2023:

- ✓ Dune protection fencing complete
- ✓ Concrete footpaths
- ✓ Boardwalks being installed
- ✓ Underground tanks installed
- Installation of electrical conduiting underway
- Carpark works underway



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Carpark & fencing underway

Piers for boardwalk being installed

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6.3 <u>Riverside Revitalisation</u>

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) creating increased numbers of carparks
- 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	December 2022 Revised Date: February 2023	\$7.3M	Site is now open to the public with minor sealing and surfacing works to be completed in the New Year weather dependent.
Riverside Pontoon	Design and Construction	June 2022	December 2023	TBC	Awaiting State approval for land use. Expected to be issued early January 2023.
8 River Street Improvement	Design & Construction	June 2022	December 2023	TBC	D&C Tender released December 2022

Recent Project Activiites

- Riverside Link
 - o Site works practically completed and open to the Public
 - Minor sealing and surfacing work unable to be completed due to wet weather. This has now been rescheduled to the New Year weather dependent.

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- Riverside Pontoon
 - Functional brief is being developed to enable a design and construct methodology to be adopted.
 - o Submission to State Gov for land use approval.
- ✓ 8 River Street Improvements
 - o D&C Tender released December 2022.



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6.4 <u>Woodlands District Park</u>

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, Schnapper 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.

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 June 2022	\$2M	Detailed design completed.
Construction of Stage 1 – Phase 1, stormwater, pathway and amenities	External	October 2022 Revised Date December 2022	March 2023 Revised Date July 2023		Tender closed and assessment in progress.
Design of the All-abilities Playground and Adult Accessible Change Facility	External	July 2022	February 2023	\$1.5M (Full Project Cost)	Consultants engaged and progressing with design.

Recent Project Activiites

- ✓ Tender for Stage 1 Awarded to Vassallo Constructions Pty Ltd
- ✓ Site Establishment
- ✓ Removal of existing footpaths
- ✓ Stormwater drainage preparation
- ✓ Playground design underway

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6.5 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

Development Assessment (DA) approval documentation is underway for the trailhead site and associated Council owned freehold land. DA was submitted mid-August, Public Notification phase completed and report to be presented to Council 25th January 2023.

The project team visited Marian Mill in December 2022 to view the refurbished Kungurri turntable, which will be transported to the Trailhead site in the new year.

Cultural Heritage Investigations

Council continues to work with Yuwi to development a Cultural Heritage Management Plan and discussions with Widi will re-commence in the New Year.

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

Activity	Delivery	Original Scheduled Start Date	Scheduled Completion Date	Budget	Comments
Development Assessment for Stage 1	External	August 2022	January 2023		Report to be presented to Council 25th January 2023
Stage 1 Trailhead Civil Works	Internal	Late January 2023	May 2023		Internal Field Services crews to commence on site late January 2023.
Remaining Stage 1 Works (Trailhead excluding Civil works, Pump Track and Trails)	External	Late January 2023	November 2023	\$6.9M	Tenders to be advertised for Stage 1 works in late January 2023 and anticipate award in April 2023.



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6.6 Alan Cameron Rotary Park

Overview

A request was received to upgrade Alan Cameron Rotary Park to replace the playground with basic fitness equipment to take advantage of the park's position along the established walking and cycle route in the local area. The project also addresses a long-standing drainage problem impacting the park which has been caused by culverts installed as part of the new intersection with the Peak Downs Highway at Camerons Road.

The upgrade works include removal of existing play equipment, soft fall including edges, shade structures, old furniture, stormwater pit etc. and installation of a new fitness equipment, supply and installation of associated artificial turf soft fall including base, softfall edging, subsoil drainage, new footpaths, safety fencing, new trees, park name sign, rip rap lined drain, modification of culvert, services etc.

Project Status

Activity	Delivery	Original Scheduled Start Date	Scheduled Completion Date	Budget	Comments
Upgrades to park by removing aged play equipment, installation of new fitness equipment and associated works, upgrade to drainage.	External	October 2022	December 2022	\$155,211.67 (FY 22/23 only)	Works completed and opened to the Public prior to Christmas.

Recent Project Activiites

- ✓ Fitness equipment installed and certified
- ✓ Drainage works complete
- ✓ Completion of soft landscaping works
- ✓ Footpaths completed
- ✓ Opened to the public December 2022



Fitness equipment

Rock lined drainage

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6.7 Canelands Station Bus Interchange

Overview

Council have been engaged on behalf of Department of Transport and Main Roads to complete a new bus interchange on Mangrove Road to facilitate improved customer safety, amenity, public accessibility and provide further operational efficiencies within the Mackay region.

This project has been funded by the Queensland Government, through Translink, and designed and project managed by Council.

RoadTek commenced the civil component of this project in October 2022 with final civil works expected to be completed in February 2023.

The design for the structural component of the project is in the final stages, with the Tender expected to go out for this work in the New Year.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction Stage 1	External	October 2022	December 2022 Revised Date: February 2023	\$2.1M	Re-commencing works 16 January 2023 to complete Bus Station Laydown and Landscaping works. Ergon will return in the new year to erect remaining street lighting.
Design - Stage 2 - Structural Component	External	Ongoing	TBA	\$4M	Re- Design of the structure is required after changes requested from the funding body were implemented.

Recent Project Activiites

- The removal of the zebra crossing on Mangrove Road and the installation of a signalised pedestrian crossing to improve pedestrian safety in the area.
- Closure of Peel Street exit to Mangrove Road to accommodate the new pedestrian crossing.
- Infrastructure upgrades.
- Interconnecting pathway installations.
- Electrical footings and conduits installed for Ergon street lighting.
- Distribution board installation for power supply to network infrastructure.



Peel Street works and new Mangrove Road pedestrian lights

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Capital Works Monthly Review Report > November & December 2022

FIELD SERVICES

7.1 <u>Pioneer Street Rehabilitation</u>

Overview

All road networks suffer pavement surface deterioration from traffic and environmental impact. Shoulder widening is designed to improve road safety and longevity, surface correction and pavement strengthening. This road was identified as requiring intervention and pavement rehabilitation, to prolong the life of the pavement. Pioneer Street is a Rural Major Collector as per the MRC Road Hierarchy, with an average seal width of 6.2 m. The scope of work also involves minor formation widening to achieve a 7.0 m cross section include two 3.0 m lanes and two 0.5 m shoulders.

Project Status

Activity	Delivery	Original Scheduled Start Date	Scheduled Completion		Comments	
Construction	Internal	Late July 2022	Dec 2022	\$3,325,000	Negotiations ongoing with QR around relocation of their assets	

Recent Project Activities

- ✓ Works complete outside of QR easement boundary to be completed when asset relocation works confirmed.
- ✓ Road reopened to public 6 December 2022.



Road reopened to traffic - looking north from Gingham St

Capital Works Monthly Review Report > November & December 2022

7.2 Gorge Road Reconstruction, Ch7720 - Ch7905

Overview

Gorge Road is the only road to one of the Mackay regions most visited tourist destinations, Finch Hatton Gorge. This project is partially funded through DTMR's TIDS program funded for \$280,910. This project is the last stage in a reconstruction package based around reducing maintenance and potholing associated with cars traversing the shallow causeways. Works include constructing a 5m wide concrete pavement on both approaches to the last causeway, including shoulder shaping to allow for shared traffic zoning.

Project Status

Activity	Delivery	Original Scheduled Start Date	Original Scheduled Completion Date	Budget	Comments
Construction	Internal	Early Nov 2022	Late Dec 2022	\$652,000	Weather events delayed progress, Construction halting for school holiday traffic, 20/12/22 till 25/01/23. Revised completion date late Feb.

Recent Project Activities

- ✓ Southern causeway pavement completed 104m.
- Backfilling against shoulders for completed pavement.
- \checkmark Saw cutting completed on northern side of causeway for new year.



Finished Concrete Pavement - North Bound



Capital Works Monthly Review Report > November & December 2022



Formwork for the Southern Approach

Capital Works Monthly Review Report > November & December 2022

7.3 Lorne Road & Creek Street – Stage 3 Reconstruction

Overview

The final reconstruction stage on Creek St, this road is a primary traffic distributor for all traffic entering Walkerston from the south. This road is used by farmers and school traffic so it has high peak periods and required proper pavement widening. The project entails widening the sealed pavement to 3m traffic lanes and 1m shoulder on each side, with improved roadside drainage. This treatment improves safety and longevity of the asset.

Project Status

Activity	Delivery	Original Scheduled Start Date	Scheduled Completion		Comments	
Construction	Internal	Early Nov 2022	March 2023	\$1,382,000	Wet Weather events have delayed progress, though still aiming for March completion	

Recent Project Activities

- ✓ 150mm subgrade replacement material brought in and placed.
- ✓ Roadside drainage completed to keep pavement draining over the Christmas shutdown.
- ✓ Farmer water enveloper installed.



Looking West from Lorne Road direction - Subgrade in place ready

11.3. COMMUNITY AND CLIENT SERVICES 11.3.1. COMMUNITY & CLIENT SERVICES MONTHLY REVIEW - NOVEMBER & DECEMBER 2022

Author Responsible Officer File Reference		ctor Community & Client Services (Angela Hays) ctor Community & Client Services (Angela Hays) RR
Attachments	1.	CCS MONTHLY REVIEW NOVEMBER & DECEMBER 2022 [11.3.1.1 - 61 pages]

Purpose

Attached is a copy of the Community and Client Services Monthly Review for the months of November and December 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 the period November and December 2022 be received.

Council Resolution ORD-2023-011

THAT the Community and Client Services Monthly Review for the period November and December 2022 be received.

Moved Cr Townsend

Seconded Cr Hassan

CARRIED UNANIMOUSLY



Community and Client Services

Monthly Review November and December 2022

Contents

1. Highlights of the Month	3
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5. Corporate Communications and Marketing	36
6. Emergency Management	45
7. Health & Regulatory Services	53

1. Highlights of the Month

Highlights during November and December 2022 include:

- The Mackay Entertainment and Convention Centre (MECC) was recognised at the 2022 Queensland Tourism Awards, taking home silver for Business Event Venue of the year.
- November saw the completion of Program Plan Goal PP.0010, implementing workshops for local musicians in the community.
- MECC Engagement team hosted the annual Educator's Launch, showcasing all performances, workshops, and community engagement opportunities at the MECC in 2023. We had over 50 visitors.
- The New Year's Eve River Party proved to be another great event with the entertainers SpongeBob and Patrick drawing families to the Blue Water Quay.
- The Visual Arts Advisory Committee approved the acquisition of 82 artwork, including a major donation of small-scale drawings and artist books by Queensland artists.
- Introduction of Breathing and Meditation to the 2022 Library programming was popular, with 21 sessions reaching 156 attendees.
- The weekly STEAM Clubs were generously supported by external presenters including a forensic science workshop delivered by Queensland Police, a hands-on composting workshop with Mackay Regional Council's Waste Services Education Officer and a visit from the local Wildlife Rescue Organisation.
- Artspace was full of Festive Cheer for the last BMA Kidspace for the year 252 children, their parents, BMA representatives and Santa Claus attended!
- The Harvest Program (partnership between RADF, MECC and CQRASN (Central Queensland Regional Arts Services Network) delivered 5 workshops targeted at emerging musician, offering industry development and promotion.
- Cyclone Saturday was a very busy and productive event, with in excess of 1000 Emergency Action Guides and information handed out.
- An information session was held for new residents to the region. 22 people attended, many of whom were relocating from Southeast Queensland, interstate and overseas.
- A partially State Government funded project was recently completed with the installation of littering signage.
- \$50,000 grant funding received for a collaborative Giant Rats Tail (weeds) Project.
- Four Food Safety Training and followup sessions were conducted to assist two local Aged Care facilities. 50 staff were trained in food safety related to serving volunerable people.

Allays

Angela Hays Director Community & Client Service

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2. Workplace Health & Safety

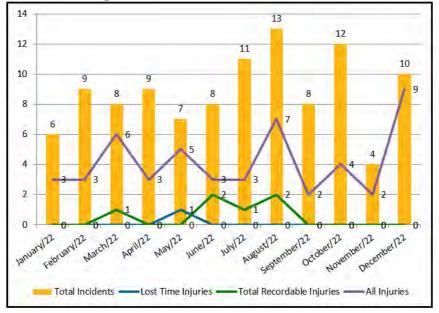
Summary

In December 2022:

- Nineteen safety interactions were undertaken.
- One site safety inspection was undertaken.
- 98% of monthly action plan activities were carried out.

Ten incidents were reported in December, involving MRC employees, members of the public, or contractors.

Incidents and Injuries



The following injuries to MRC employees were reported in December:

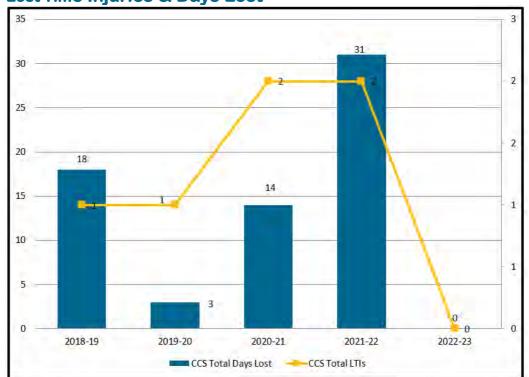
- FAI While walking past stored tables, table has fallen and landed on toe, causing bruising. Closed in shoes were worn.
- FAI Walking downstairs, became distracted and mis-stepped causing a rolled ankle
- FAI Tripped over incorrectly placed grease trap lid, injuring head and leg.
- NTI NSM became aggressive, swearing at staff.
- NTI Received suspected electric/ static shock when using photocopier.
- NTI NSM became abusive towards 2 staff members and knocked over displays when exiting building
- NTI Two teenage boys escorted from library due to unacceptable behaviour- bumping staff member.
- NTI Received abusive phone call from NSM.

The following incidents involving a member of the public was reported in December:

• When exiting auditorium NSM fell and grazed knee.

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

4



Lost Time Injuries & Days Lost

	2018-19		20	2019-20		2020-21		2021-22		2022-23	
Department	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	
Corporate Communications											
Community Lifestyle			1	3	1	13	1	21			
MECC & Events	1	18			1	1					
Emergency Management											
Health & Regulatory Services							1	10			
Community & Client Services	1	18	1	3	2	14	2	31	0	0	

For the 2022-23 year, no lost time injuries have been recorded:

Glossary

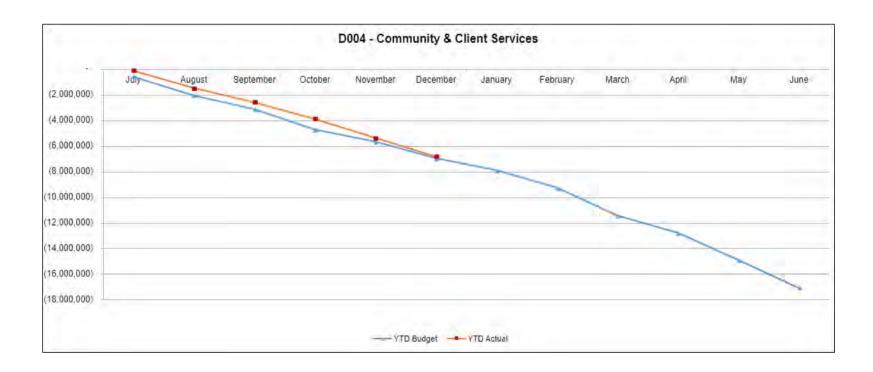
Incident	Any unplanned event resulting in or having a potential for injury or ill health.
Lost Time Injury (LTI)	Incidents that resulted in a fatality, permanent disability or time lost from work of one day / part of a day or more
Total Recordable Injuries (TRI)	Incidents that result in a Lost Time Injury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

Mackay REGIONAL COUNCIL

3. Financial Performance – Period Ending 20 December 2022

	Annual Original Budget	Annual Revised Budget	YTD Budget	YTD Actual	YTD Variance	Program Manager Comments
	\$000	\$000	\$000	\$000	\$000	
D004 - Community & Client Services						
4.01 - Community & Client Services Management	(396)	(396)	(201)	(203)	(1)	Slight variance due to timing of leave
4.03 - Community Lifestyle	(8,251)	(8,484)	(3,957)	(3,868)	89	On track
4.04 - MECC & Events	(3,268)	(3,246)	(1,365)	(1,326)	39	On track
4.05 - Corporate Communication & Marketing	(1,789)	(1,797)	(851)	(795)	56	On track
4.07 - Health & Regulatory Services	(3,225)	(3,052)	(586)	(570)	16	On track
4.08 - Emergency Management	(92)	(108)	(20)	(84)	(65)	Will be realigned in January due to leave adjustments
Operating Surplus / (Deficit)	(17,021)	(17,083)	(6,980)	(6,846)	134	
	% YTD Variance	% YTD Variance from YTD Budget				
	YTD Variance favo	YTD Variance favourable of budget				
	YTD Variance unfa	YTD Variance unfavourable, between 0% and 5% of YTD Budget				
	YTD Variance unfa	YTD Variance unfavourable, more than 5% of YTD Budget				

Community and Client Services Monthly Review November - December 2022



4. Community Lifestyle

4.1 Community Programs

Statistics

Activity Numbers				
Number of external bookings in Jubilee Community Centre for the month				
Total Jubilee Community Centre usage (internal/external)		465		
Number of Enquiries across Community Programs team		141		
Andergrove Community Hall	Regular Bookings Casual Bookings	87 15		
Sarina Neighbourhood Centre meeting rooms utilisation Number of Client Support visits				
Number of users of the Services Australia Access Point at Sarina Neighbourhood Centre				
Number of Emergency Relief Assistance Packages provided by Sarina Neighbourhood Centre				
Occasions of JP Services provided to community		8		

* No Emergency Relief Vouchers have been provided as funding has been utilised. A new contract will be in place commencing January 1, 2023

Community Development

Activity	Comments
Regional Road Shows	During the month of November four regional roadshows showcasing the suite of products that Council maintains to support community organisations were delivered. Sessions took place at St Helen's Beach, Finch Hatton, Northern Beaches, and Seaforth, with a fifth session in planning for Koumala in the New Year. Showcased in the sessions was Clubs Connect, Grant Finder and the Mackay Community Directory and Diary. The sessions aimed to increase awareness of and confidence in using these products. The sessions welcomed 42 participants across the region.

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Mackay REGIONAL COUNC	Community and Client Services Monthly Review November - December 2022
SafeTALK training	Community Programs team members delivered a SafeTALK training session to staff on November 24th. 13 staff members attended the session. SafeTALK provides information and skills to participants that aims to improve their understanding of recognising the warning signs and supporting people who may be experiencing suicidal ideation.
Valley District Youth Council Christmas break-up	Valley District Youth Council (VDYC) celebrated the end of year and upcoming school and festive holiday season with their annual Christmas Break-up Party on Friday November 4th. 20 VDYC members attended and the pool party and movie night at Mirani Swim Centre and the Mirani Community Hall.
	BRR-al/seirakoalab
Sarina Neighbourhood Centre Christmas Hampers	23 Christmas hampers were distributed by the Sarina Neighbourhood Centre to Sarina families in need in December. The hampers were donated by Sarina Adminstration Precint staff and in parternship with Aurizon.

Mackay REGIONAL COUNCI	Community and Client Services Monthly Review November - December 2022
	<image/>
Harvest – A Regional Arts Development Fund (RADF) initiative	The Harvest program, a partnership between RADF, MECC and CQRASN (Central Queensland Regional Arts Services Network), was delivered during the month of November. Harvest was a suite of five workshops targeted at emerging musicians that offered industry development in setting up for gigs to recording fundamentals to promotion and publicity. Approximatley 70 musicians participated across the suite of workshops.
Sarina Youth Centre – School holiday program	Sarina young people have enjoyed a wide variety of activities on offer from the Sarina Youth Centre for the school holidays. Signature activities have incluced a lot of Christmas themed craft and baking, swimming at the Sarina pool, card making for the elderly and carols in the park. School holiday programming will continue through January.

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Mackay REGIONAL COUNCIL

Community Meetings / Events / Interagency Meetings.

Keys of Mackay	Friday November 4th saw the launch of <i>Keys of Mackay</i> , an initiative of Clancy Morgan. The RADF funded project centres around a community owned painted piano, currently located in the arcade between The Coffee Club and Coco Cubana, available for all to play and enjoy.
Mackay Youth Connections Network	The Mackay Youth Connections Network met for the final time for 2022 on Wednesday November 23rd. In total for 2022, 130 service stakeholders have attended the network meetings . Feedback from the network is the value of connecting monthly to discuss emerging trends, service changes and capacities and to build collaborative opportunities.
Sarina Christmas Tree Lighting	The Sarina Community Christmas Tree Lighting was hosted by the Sarina Neighbourhood Centre on Friday December 16th. Attendees enjoyed the wide variety of festive themed activities on offer including, face painting and balloon art, live music from Tiffany Grace and a visit from the man in red.

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Sport and Recreation

Activity	Comments
Active in the Regions	Active in the Regions funded by the North Queensland Public Health Network and administered by the North Queensland Sports Foundations <i>Move It</i> program delivers subsidised physical activities in our rural localities of Sarina, Pioneer Valley and Dows Creek. Participation numbers for Active in the Regions activities are reflected below.
40 35 30 25 20 15 10 5 0 January February March	April May june July August September October November
_	Dows Creek - Group FitnessFinch Hatton - YogaSarina - Aerobics
Activate Mackay Region	
Activate Mackay Region	Council and currently delivers subsidised activity programs in Mackay
	Council and currently delivers subsidised activity programs in Mackay
300	Council and currently delivers subsidised activity programs in Mackay
300	Council and currently delivers subsidised activity programs in Mackay
300 250 200	Council and currently delivers subsidised activity programs in Mackay
300 250 200 150	Formerly Active in the City, this program is funded by Mackay Regiona Council and currently delivers subsidised activity programs in Mackay CBD, Blacks Beach and West Mackay.
300 250 200 150 50 0	Council and currently delivers subsidised activity programs in Mackay

Community and Client Services Monthly Review November - December 2022

Mackay	REGIONAL	COUNCIL

Major Project Update	South Mackay Sports Precinct – Feedback provided to consultants on draft plan. Teams meeting to be organised to discuss feedback and move forward with Master Plan.
	<i>Facilities Audit Project</i> – Project moving forward, with regular monthly meetings being held.
	Brewers Park Management Plan – Meetings being held with potential committee members with a view to appoint them.
Sports Expo	It's back in its physical form! The 2023 Sports Expo will be held at the Mackay Entertainment and Convention Centre on February 12th from 9am – 1pm, with a Quiet Hour scheduled for 12noon to 1pm. During this time, there will be no emcee, music or demonstrations, and the lights will be dimmed to reduce sensory overload. The incorporation of a quiet hour stems from previous feedback. Planning is well underway for the return of this well-loved community event.

Museums



* Greenmount visitor numbers represent paid Homestead tours only. Non-paying visitors to the gardens, grounds and events are unable to be captured.

- Volunteer Christmas parties held at all museums and Greenmount Homestead, to thank the volunteers for their dedication over the year.
- Received a grant for a maritime specialist to visit Mackay to prepare a vessel management plan for the Eleanor boat. Funding provided by Australian National Maritime Museum. Eleanor was successfully listed on National Historic Vessels register earlier this year. Project conception meeting held
- New Museum Officer commenced.
- Museums are now closed for their annual closure period to March.

Junior Sporting and Arts and Culture Grant

No Junior Sporting Grants or Arts and Cultural Grants were received this month.

Community and Client Services Monthly Review November - December 2022

In-kind Assistance

Organisation	Event	Date	Support Provided	Amount
Koumala Progress Association Inc	Koumala Community Christmas Fair	3/12/2022	10 general waste bins	\$201.10
St John's Catholic Church	St John's Catholic Church Christmas Fair	5/11/2022	10 general waste bins	\$101.25
Zonta Club of Mackay	16 Days of Activism	25/11/2022- 10/12/2022	Light the Admin building Orange	\$250.00
Mackay Indian Association Inc	Diwali Festival of Lights	12/11/2022	5 general waste bins	\$75.04
Kutta Mulla Gorinna	Under the Stars Family Fundraiser	18/11/2022	5 general waste bins and 2 recycle bins	\$145.07
Victoria Park State School P&C Association	Victoria Park State School Christmas Fair	12/11/2022	20 general waste bins and 20 recycle bins	\$403.20
Mackay Filipino/ Australian Community	Mackay Filipino / Australian Community Inc Christmas Party	17/12/2022	2 general waste bins and 2 recycle bins	\$120.06
DSDSATSIP	White Ribbon Day	18/11/2022	Waiver of park hire fee	\$95.30
Mackay Northern Beaches Neighbourhood Watch	Community Christmas Party	9/12/2022	2 general waste bins and 2 recycle bins	\$137.31
The Neighbourhood Hub	Mackay Community Christmas Movie	17/12/2022	2 general waste bins and 2 recycle bins	\$137.31
				\$1,665.64



4.2 Libraries

Library Highlights

Community Outreach

The introduction of Breathing and Meditation to the 2022 programming schedule was a success. The program is delivered at Gordon White Library and Dudley Denny City Library by Chris Larwood, a volunteer who generously gave his skills and knowledge to the program. To date there has been 21 x 1-hour sessions reaching 156 attendees (4 x 1-hour sessions presented in November to 33 participants) who have gain benefit from the sessions, including the occasional staff member. We are pleased that the program will continue in 2023.



The *Who Do You Think She Is* family history group wrapped up 2022 with a Christmas gathering. The group will continue into 2023 but in a different format. In thanks for the support library staff have provided the group over the last seven years, they presented a gorgeous basket of Christmas goodies and a lovely card.



Young People's Services – STEAM Club 2022

STEAM Club went from strength to strength this year, after an initial slow start due to the impact of Covid restrictions earlier in the year. Specifically designed for children aged 8 to 12 years of age, the weekly STEAM Club sessions in Term 4 covered science topics ranging from electronics and solar power to biology and chemistry. We were generously supported by some external presenters including a forensic science workshop delivered by Queensland Police, a hands-on composting workshop with Mackay Regional Council's Waste Services Education Officer and a visit from the local Wildlife Rescue Organisation.

Community and Client Services Monthly Review November - December 2022



Images: Bruce Thompson, Mackay Regional Council Waste Services Education Officer used Gordon White Library's onsite worm farm to demonstrate the science behind good composting (left). Members of Mackay's Queensland Police Forensic team took workshop participants through a variety of evidence collection techniques.

Programs

	# of regular programs	# attendance	# of specialised activities	# attendance
Young People Services	Total Under Five Programs: 59 Total STEAM Club (Eight to 12 yrs): 6 Total five to 12 years Programs: 8	Total Under Five Program attendance: 1,715 Children: 888 Adults: 827 Total STEAM Club (Eight to 12 yrs) attendance: 69 Total five to 12 years: 166	Outreach: 7 Berky Bookings x 3 Walkerston Family Fun Day at Walkerston Shopping Centre Playgroup Visits to Chelona and Glenella State Schools Qld Health Parent Session for 0 – 5 month olds In-House: 3 St Mary's Prep Ananse Stories x2	Outreach:254 Children: 170 Adults: 84 In-House: 100 Children: 76 Adults: 24
Young People Services Totals	83	Programs: 2,050 Outreach: 254	Advertised programs : 68	Programs cancelled : 0 (0%)
Community Outreach Totals	124	4,136	Advertised programs: 121	Programs cancelled: 4 (3.23%)
Digital Literacy & Young Adult Programs Totals	Total Digital Literacy & Young Adult programs : 36	Total all attendance: 589	Advertised programs: 26	Programs cancelled: 2 (5.56%) due to staff absence.

Heritage Collection

19 information requests were received from clients with staff conducting 12 hours of research

Community and Client Services Monthly Review November - December 2022

Library Operations

As the Mobile Library has been returned to Brisbane for necessary assessment and repairs, a temporary delivery service was offered to members at various locations. Feedback from the community was very positive, with members noting how thankful they were to be offered this service whilst the Mobile Library was off-road.

DDCL was closed for two days in November to enable air conditioning repairs to be undertaken. Whilst this has rectified some of the previous capacity concerns, the units are still switching off each time there is a fault in the electricity supply. This has resulted in DDCL being temporarily closed for a few hours on three mornings during December whilst contractors fixed the issue.

Home Library Service

Items Ioaned: 1,792 HLS Members: 92 Select and Collect Members: 13 Bulk delivers: 6 New Members 0

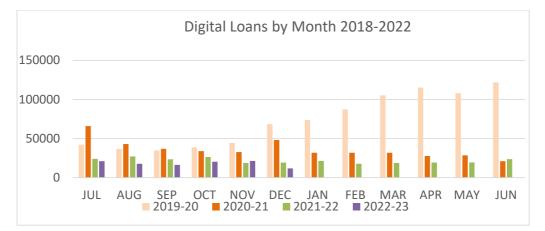
New Library Members



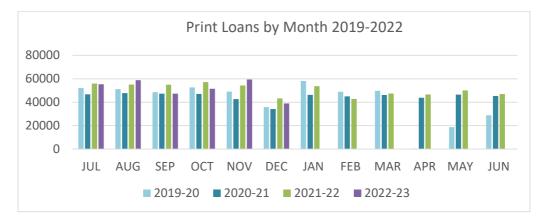


Library Visitors

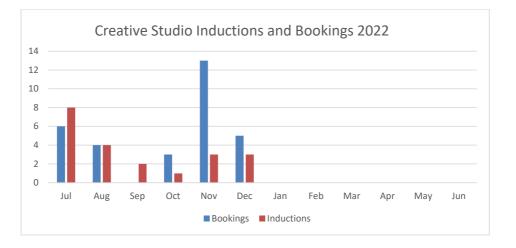
Digital Loans by Month



Print Loans by Month

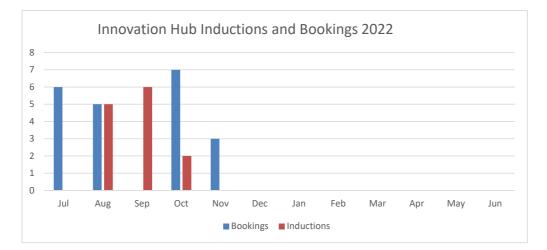


Creative Studio



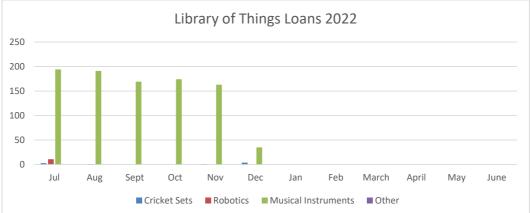
Community and Client Services Monthly Review November - December 2022

Innovation Hub



Volunteer Hours





Library of Things



Monthly KPI Update

Service/Activity	Annual KPI	YTD Achievement	RAG Status	Comment
Library Membership	54,500	54,279	*	46.04% of community
Library Loans	1,000,000	419,631	٠	Usage remains steady
Database Hits	75,000	32,513	٠	Usage remains steady
Social Media Followers	8000	Facebook: 8,694 Instagram: 1,665	*	Exceeding target
eNewsletter audience	19400	19,342	*	Close to meeting target
In-Person Visits	350,000	132,025	٠	Visitation remains steady
Web + Catalogue Visits	300,000	188,469	•	Usage remains steady
Active Volunteer Hours	N/A	448.18	•	Volunteer hours remain consistent
% of Scheduled Programs Delivered	95% - 105%	95.64%	•	To date: 871 programs advertised with 38 cancelled due to attendance or presenter cancellations.
Number of new program initiatives	5	2	•	3D Print Your Heroes Be Connected One-to-One

* Note: Data provided was compiled as of December 23 2022 excluding website, social media & eNewsletter followers which was compiled on January 4 2023.

4.3 Artspace Mackay

Exhibitions

Activity	Comments
Asia Pacific Contemporary: Three decades of APT Main Gallery, Artspace Mackay December 2 nd 2022 – February 5th 2023	Fresented by Queensland Art Gallery I Gallery of Modern Art, Asia Pacific Contemporary: Three Decades of APT profiles key moments from the gallery's flagship exhibition series looking to contemporary art in the Asia Pacific Region. Works of art commissioned or collected from APT1 (1993) through to APT9 (2018-19), display APT's embrace of contemporary art in all its forms—from the ceremonial to the conceptual, and the deeply personal to the resolutely social.
Niloufar Lovegrove: Too Little, Too Much Foundation Gallery, Artspace Mackay November 25th 2022 – February 5th 2023	Nilofour Lovegrove's practice is heavily influenced by motifs from her Persian upbringing. Creating visual narratives that combine her central Queensland lived experience and Persian storytelling, <i>Too Little, Too Much</i> focuses on water, and associations the artist draws with natural disasters, including drought and flood.

Ryan Vella: Underground Spandex Foyer Gallery, Artspace Mackay November 25th 2022 - February 5th 2023 Local illustrator Ryan Vella has been creating graphic style illustrations for over two decades, reaching national recognition in 2004 when he illustrated John Birmingham's 'He Died with a Felafel in his Hand.' Drawing on recent work Underground Spandex showcases Vella's intricate line drawings of comic characters in graphic, narrative scenes. Focus on the Collection: Formed Foyer Gallery, Artspace Mackay November 25th 2022 to February 5th 2023 Visual responses to colour theory, shape and space link work from the Mackay Regional Art Collection in Formed. Across ceramic, artists' books and printmaking, the way artists consider these areas is highlighted.

Community and Client Services Monthly Review November - December 2022

Mackay REGIONAL COUNCIL

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MRC Art Collection

Activity	Comments
MRC Art Collection Acquisitions and Online Engagement	
	Work from the MRC Art Collection was exhibited in 3 exhibitions over November & December 2022, including the debut of recent acquisitions in the collection focus shows <i>Formed</i> and <i>Figuratively Speaking</i> .
	The Visual Arts Advisory Committee met in November and approved the acquisition of 82 artworks. This included a major donation of small-scale drawings and artist books by central Queensland artist Jonathan McBurnie and six mixed media paintings by well- known Townsville artist Anneke Silver.
	The MRC Art Collection online received 467 page views in November & December with users from Australia, China, Ireland, and France accessing the site. Currently there are 836 artworks published on the Collection Online site, over 65% of the total Art Collection.
	The 3D virtual gallery tour of <i>Tales of the Lyre Bird</i> had 95 unique visitors.

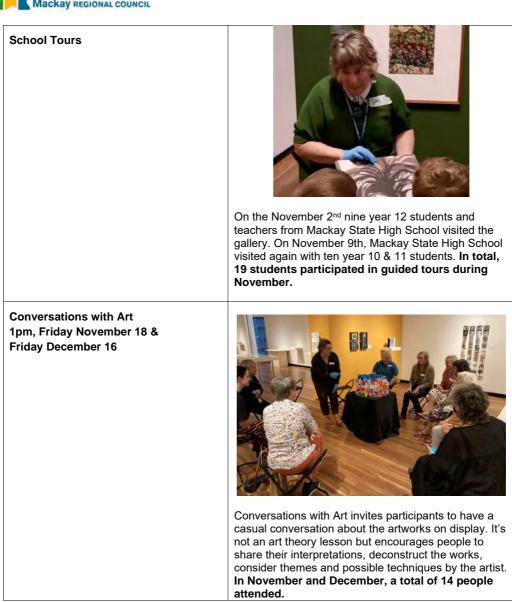
Community and Client Services Monthly Review November - December 2022

Public Programs

Activity	Comments
City Art Walk from 4:30pm, Friday 4 November	
	Hosted by Artspace Mackay Director Tracey Heathwood, this free city art walk for all ages was held in conjunction with the Mackay Waterfront and City team's <i>City Heart Fridays</i> event. 11 participants were taken on an informative, hour-long tour of public art in the City Centre.
Term 4 Kids Art Club October 15th – November 19th	
	Kids Art Club Term 4 ran until November 19th. Local artist Rosemary Payne delivered this term's rich six- week program of creative art for kids. Each week our young participants explored and responded to the exhibitions on show at Artspace Mackay through fun- filled art activities. 27 attendences in November.

BMA Kidspace 10am – 2pm, Tuesday November 15th	BMA Kidspace was a full house again this month, with a gallery full of push chairs! 136 parents and their toddlers joined local artist to participate in fun art activities inspired by our current exhibitions.
Exhibitions opening 6pm, Friday December 2nd All galleries, Artspace Mackay	On Friday December 2nd Artspace celebrated the opening of 4 exhibitions: Asia Pacific Contemporary: Three decades of APT, Niloufar Lovegrove: Too Little, Too Much, Ryan Vella: Underground Spandex, and Focus on the Collection: Formed. 120 people attended.
Asia Pacific Contemporary Floor Talk 10:30am, Saturday December 3rd Main Gallery, Artspace Mackay	Simon Wright, Assistant Director, Learning and Public Engagement at QAGOMA delivered a wonderful exhibition floor talk to an appreciative audience of 23 people.







Monthly KPI Update

Service / Activity	Annual KPI	YTD Nov + Dec 2022	Nov + Dec	RAG Status	Comments
Visitors: Artspace	20,000	19,167	5,404	*	Above KPI target.
Web Visits	14,000	7,556	1,029	*	On target.
Total Number of e- Newsletter Subscribers	1,800	1,860	1,860	1,860 In Nov/Dec there were 7 new subscribers, nur remain above KPI target.	
Facebook Subscribers	6,600	8,692	15	*	Combined total for Artspace and Rock Paper scissors Facebook pages. Above KPI target.
Exhibitions	12	11	4	*	Four new exhibitions opened during the months of November & December. On target.
Public Program Participants	5,000	9,184	852	*	852 people participated in public programs during November and December. Above KPI target.
Public programs (Inc. tours, BMA Kidspace, workshops, etc.)	140	58	11	•	9 public programs were delivered during November & December. On target.
Volunteer hours	1,200	1,656	420	*	Exceeding target

5. Mackay Entertainment & Convention Centre and Events

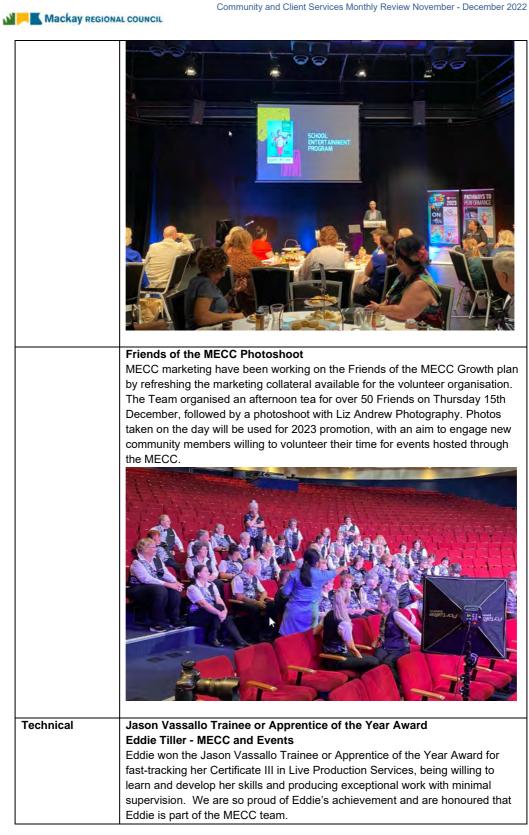
Metric	Target	YTD	Status	Comments
Number of Performances fully cost recovered	50%	58%	•	On Track
Minimum number of catered functions (excluding performances)	120	56	•	On Track
	Auditorium 260	473	٠	On Track
Average attendance at events	Foyer/space 100	158	•	On Track
	Halls 300	622	٠	On Track
	One Hall only 100	110	•	On Track
Number of non-utilised days	200	43		On Track
Number of Performances at the MECC	180	134	•	On Track
Number of Conferences/Expos	14	6		On Track
Number of Events with Attendance from outside Mackay Region LG area (Post Code Data)	30	38	•	Reached target
#Events at BB Print Stadium	10	18	٠	Reached target
#in Attendance at BB Print Stadium	10000	7875		On Track
Number of Student Attendances	1,000	422		On Track
Number of workshops > Youth	6	4		On Track
Number of engagement workshops/activities	6	6	•	Reached target
Yearly occupancy of facility	65,000	58,664	٠	On Track
Customer Hire Satisfaction	90%	94%	•	On Track
Number of regional events assisted through either financial or in-kind assistance	6	11	•	Reached target
Number of regional events ticketed	8	2		On Track
Friends of the MECC Volunteer Hours	N/A	3454	*	Tracking Well

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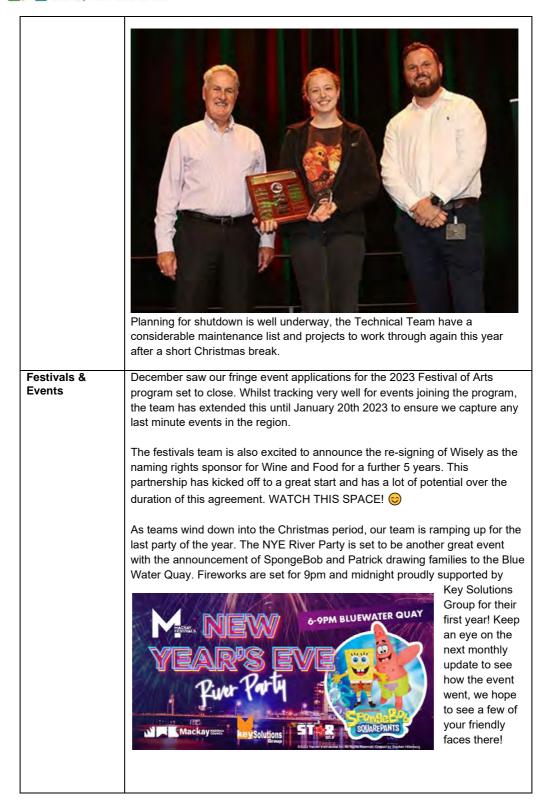
Activity	Comments
Overview	Mackay Entertainment & Convention Centre recognised at 2022 Queensland Tourism Awards The Mackay Entertainment and Convention Centre (MECC) has been recognised at the 2022 Queensland Tourism Awards, taking home silver for Business Event Venue of the year. Hosted by the Queensland Tourism Industry Council, more than 1,000 tourism operators gathered at the Gold Coast Exhibition Centre to celebrate. This is the first time the venue has placed at these awards and among some very tough competition. It is an enormous achievement to be recognised as the second-best business events venue in the state.
Performances	 Creedence Clearwater Collective Fitzgerald Spectacular Concert 2022 2022 TAMDE Showcase Cloudland the Musical 2022 Dance Avenue Mackay 2022 Let's Dance - Dance Express Concert Loose Ends 2022 Dynamite Dancing - Roby Rogers Concert Aspire Performing Arts Studio Concert – 2022 MECC Presents - Morning Melodies 4 - Darren Coggan 2022 Leisa Payne School of Dance Concert MECC PRESENTS: Christmas Actually Centre Stage Dance Company presents 'That's Entertainment 2022 Fame Talent School Concert 2022
Conferences / Expos / Meetings / Dinners	 Citizenship Ceremony 2022 Mercy College Award Night 2022 Holy Spirit College Speech Night Mackay Christian College Graduation Dinner 2022 2022 Holy Spirit Graduation Dinner 2022 Friends of the MECC Christmas Party 2022 Safe Work Month Breakfast Forum > Office of Industrial Relations MECC Educator's Launch - 2023 Season MRC Development Services Staff Briefing

Mackay REGIO	Community and Client Services Monthly Review November - December :
	 2022 Dalrymple Bay Coal Terminal (DBCT) Christmas Dinner MRC Meeting Space - Water Networks 2022 MRC Christmas Luncheon MRC Media Function 2022 MRC - Management Forum MRC: L&D Staff Training QPS Special Funeral Service - Live Stream
Sales and Business Development	Home Grown Harvest Program November saw the completion of Program Plan Goal PP.0010:
	'Introduce Home Grown Harvest Program'. Over November, the MECC successfully implemented 4 x Harvest workshops for local musicians in the community.
	Note </td
	Harvest Workshop 3 – Venue Development Program 15 people attended the Venue Development Program, which was designed to venues who either already program live music or are interested in beginning this process. Areas included were:
	 Understanding Your Audience – Give them what they want while trying to push their limits Marketing – Sharing the responsibility and supporting bands to help increase numbers Get The Gear – What are the basic requirements for a PA & lighting Creating artist friendly spaces to encourage them to come back Tech Specs & Riders - What are the Expectations?
	Harvest Workshop 4 – Production Day Live Gigs 12 people attended the Production Day Live Gig workshop, located at the Kooyong Hotel. This workshop was designed to improve how musicians wor with venues, and to help them gain a better understanding on the bump in/or process. Areas included were:

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	Communications and prep before a show
	Understanding the terminology
	Stage plots and tech specs
	 Working with a variety of gear
	 Sound checks – the dos and don'ts
	Plugging in and playing
	Benefits of talking tech, and
	Packing down – a group effort!
	Workshop 5 – Recording Fundamentals
	7 people attended the Recording Fundamentals workshop, located at Central
	Queensland University. This workshop was designed help musicians
	maximise the time they have in a studio to get the best results possible before
	they press 'record'. Areas included were:
	Demo, Demo, Demo!
	Planning and choosing the right songs
	Tracking
	Preparing your gear
	Metadata, and
	Mastering
	Workshop 6 – Production Day
	6 musicians joined us at the MECC, where Technical Services Coordinator
	Corby Stuart walked musicians through the process of bumping in for a large-
	scale event at the MECC. Areas included were:
	Tech Riders
	Stage Plot
	Front of House set up
	Large scale set up
	Striking a stage
	Drum kit set up
	 Plugging in and playing
	Communications on stage
	MECC Educator's Launch
	Wednesday November 30th the MECC Engagement team hosted the annual
	Educator's Launch, showcasing all performances, workshops, and communit
	engagement opportunities at the MECC in 2023. We had over 50 visitors for
	the afternoon, comprising of teachers, sponsors, and MRC staff. Deputy
	Mayor Karen May, of Mackay Regional Council opened the afternoon – and
	spoke about the true value of the arts in the younger years and praised our
	sponsors DBCT and BMA for their continued support of DBCT's Kids' Theatre
	Season and the Pathways to Performance Program.
	Educators were treated with a high tea as the MECC's way of saying thank



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Social Stats Facebook	November & December:	
Facebook	Facebook page reached 111 617	
	The MECC Instagram page reach	ed 13 773 people
	• 151 new likes (up 13.5%)	
	17 new Instagram followers	
	MECC 12 Days of Christmas cam	paign reached over 43 127 people
	MECC Published by Telina James () - December	5 at 10:08 AM . 🚱
	12 DAYS OF MECCMAS - DAY 6 👩	
	WIN a family pass to EVERY SHOW in 2023	DBCT Kids' Theatre Season!
	Possums, Cabbages and DISGUSTING Mr & Theatre Season?! '	k Mrs TWIT! What's not to LOVE about DBCT Kie
	15,923 1.321 People reached Engagements	↑ +7.8x higher Distribution score

6. Corporate Communications and Marketing

Christmas comes early for Australia Day events across Mackay region

Council has approved funding for some ripper community events ready for 2023 Australia Day celebrations.

Funding ranging from \$400 to \$1000 will support 13 true-blue Australia Day celebrations by local not-for-profit groups.

The free events are spread throughout the region from Sarina to the Mackay City

Centre, north to St Helens and west to Kinchant Dam.

They range from barefoot bowls and live music at Seaforth to dinghy sailing and a sausage sizzle at Kinchant Dam.

Join in the fun this

Mackay ma-

AUSTRALIA DAY

13 FREE Aussie Day events

STAR

To be eligible for funding, all events had to be held on the Australia Day public holiday **(Thursday, January 26)**, be free for all to attend and be within the Mackay Regional Council area.

All 11 applicants were successful in receiving funding. Two of the events have also been carried over from 2022 due to COVID-19, providing the total of 13 in 2023.

A list of council supported Australia Day 2023 events can be found on the council website at mackay.qld.gov.au/ausdayevents

2023 Australia Day Awards promotion hits the mark for nominations

Nominations have been rolling in for the 2023 Australia Day Awards.

The awards ceremony, to honour all nominees and announce the winners in eight categories, will be held at the MECC on Australia Day Eve (Wednesday, January 25).



The call for nominations went out late last year and there was extensive promotion, including social media videos and television commercials featuring some of last year's winners.

The promotion has paid off, with good numbers and a high calibre of nominations rolling in. Judges would have had their work cut out at judging earlier this month.

The list of winners will be features in next month's report.

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Mayor put through pre-Christmas bootcamp for the year ahead Mayor Greg Williamson is fighting fit for the final 15 months of the current council term after being put through an "arduous" pre-Christmas boot camp.

With encouragement from members of Mackay's 122 Army Cadet Unit and SES volunteers, Mayor Williamson was



put through his paces at the Komiatum Barracks in Shakespeare Street. He and members of the cadets and SES tackled an obstacle course for the annual Mayor's Christmas video.

The video served as some light-hearted Christmas fun and a reminder to Get Ready for storm season.

Councillors also recorded their own Christmas messages (below), with the assistance of Corp Comms, and these were published on council's Facebook page and YouTube channel.

All videos attracted good engagement on council's social media.



Annual report reveals a year of opportunities and growth

Adoption of the 2021-2022 annual report was a highlight last year.

It revealed a year of recovery and growth bolstered by a return to normalcy following a reduction of COVID-19 restrictions.

The report includes information on the usual roads, rubbish, and rates, and also details key achievements and exciting major projects.



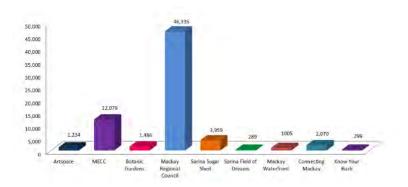
The 84-page report was compiled and designed entirely inhouse by council's Corporate Communications and Marketing team. It was once again designed in landscape style. The financial statements can be accessed via a QR code at the back of the annual report.

Council website visits for November and December 2022

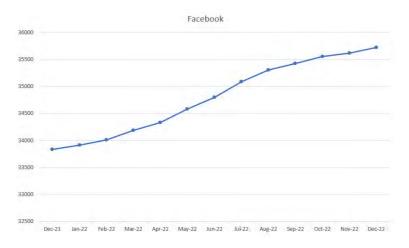
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All website visits for December 2022

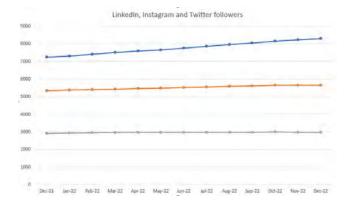


MRC Facebook followers for November and December 2022



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MRC social for November and December 2022



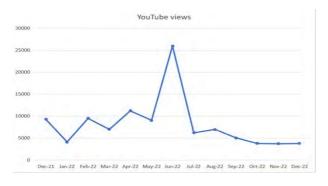
eNewsletter Subscribers

Publication	November 2022	December 2022
Artspace Mackay	1853	1860
Botanic Gardens	1133	1135
Council Connect	3413	3402
Library	18,619	18,695
Recreation Services	1082	1059
Mackay Planning	1222	1222
Connecting Mackay	2867	2853
Sarina Sugar Shed	907	920

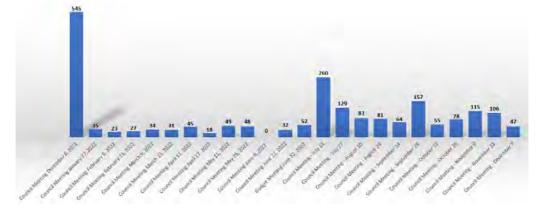
Facilities' Facebook followers for December 2022



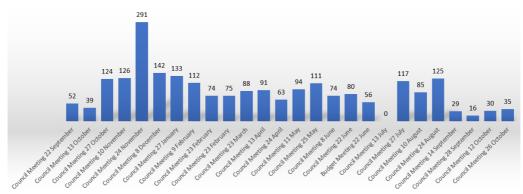
MRC YouTube views for November and December 2022



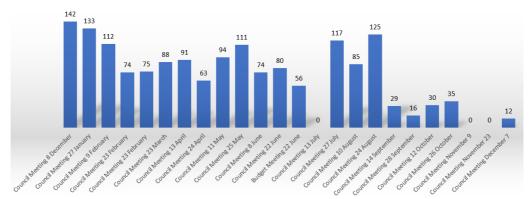




Note: June 8, 2022, meeting live stream failed to record on YouTube. Council Meeting Live Stream – November and December 2022 – Facebook

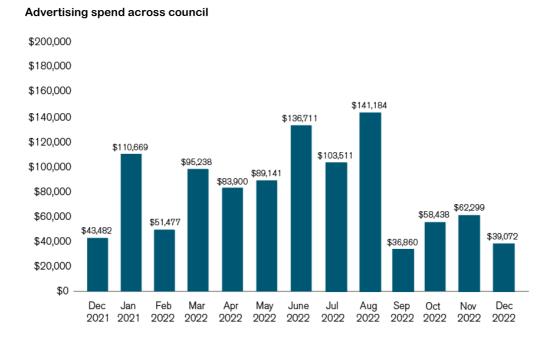


Note: July 13, 2022, meeting live stream failed to record on Facebook.



Note: November 9 and November 23, 2022, meetings live streams failed to record on Facebook.

Community and Client Services Monthly Review November - December 2022



Connecting Mackay



P	age 7		Pageviews	4	Unique Pageviews		Avg. Time on Page
			∕% of Total: 100.00	1,299 % (4,299)	% of Total: 100.00	3,442 (3,442)	00:01:30 Avg for View: 00:01:30 (0.00%)
1.	1	æ	286	(6.65%)	179	(5,20%)	00:01:24
2.	/mountain-bike-trails	æ	246	(5.72%)	213	(6.19%)	00:02:01
3.	/floodplain-risk-management-plan	æ	155	(3.61%)	142	(4.13%)	00:03:07
4.	/redeveloping-the-mackay-waterfront	æ	139	(3.23%)	114	(3.31%)	00:01:21
5.	/northern-beaches-community-hub	æ	137	(3.19%)	111	(3.22%)	00:01:15
6.	/riverfront-revitalisation-project	æ	112	(2.61%)	95	(2.76%)	00:01:02
7.	/future-coast	æ	89	(2.07%)	78	(2.27%)	00:02:45
8.	/woodlands	æ	89	(2.07%)	72	(2.09%)	00:01:32
9.	/seaforth-esplanade	æ	83	(1.93%)	70	(2.03%)	00:01:50
10.	/urban-greening	æ	81	(1.88%)	67	(1.95%)	00:01:41

Community Engagement

Northern Beaches Community Hub Inform, consult, involve <u>connectingmackay.com.au/northern-</u> <u>beaches-community-hub</u>	Architects joined a reference group meeting on Monday, November 14, to update the group and gather ideas on what they would like to see included in stage one of the project. An email inviting feedback from the reference group was distributed on Wednesday, November 16. A media release, social media and project update email announced the beginning of civil works and the reference group's activities. The Connecting Mackay newsfeed was updated. The works will be undertaken by Field Services. Residents to be impacted by a water interruption received a letter, as did the Mackay Northern Beaches High School, advising of potential minor dust and noise disturbances. Businesses within Rosewood Drive were doorknocked and hand-delivered letters notifying of the upcoming works.
Langford Park upgrade Consultation <u>connectingmackay.com.au/langford-</u> <u>park-upgrade</u>	In November, a series of consultation activities was undertaken with Eton residents and businesses to get their thoughts on improvements to Langford Park. The playground equipment had reached the end of its design life. Parks and community development staff met with key Eton stakeholders in early November, including the Eton District Association, Eton State School and the Mackay & District Hack and Pony Club, to get their thoughts. A community engagement session was held at Langford Park on Thursday, November 17, and residents had until Friday, December 9, to have their say on council's Connecting Mackay website. All the feedback from these sessions will be included in the Langford Park community engagement report. This report is expected to be completed by January 2023.
Mackay Coastal Hazard Adaptation Plan (CHAS) Inform, consult, involve connectingmackay.com.au/future-coast	Council is working towards better understanding and preparing for the future effects climate change may have on our coastline. The second engagement phase of the project launched on Wednesday, November 16, and targeted the Mackay region. This stage of the engagement aims to educate and gather community feedback about coastal hazards and adaptation options. Consultation included an online survey, and the community were invited to attend drop-in sessions at Cyclone Saturday, Seaforth, Armstrong Beach, Jubilee Community Centre, and Eimeo. This consultation was promoted with a media release, social media and project update email to the project's Connecting Mackay followers. The survey closed on Sunday, December 18.
Pioneer Valley Mountain Bike Trails project Inform <u>connectingmackay.com.au/mountain- bike-trails</u>	On Sunday, November 13, council held a Pioneer Valley Mountain Bike Trail community update session at the Finch Hatton Showground Hall. This event was widely publicised, including letters to residents, posters in local businesses, social media posts and emails to project followers. Nearly 40 people attended the session, which included a project update, a planning update and a business/tourism update. The presentation was also uploaded to council's Connecting Mackay website.

Woodlands District Park stage one Inform, consult, involve connectingmackay.com.au/woodlands	Vassallo Constructions began civil works, on behalf of council, during December in the lead-up to delivering the district park, which will improve liveability for Andergrove and Beaconsfield residents. A media release, social media and project update email were issued announcing the start of construction. Project update flyers were delivered to surrounding residents and property owners not residing in the letterbox distribution area received the letter by mail. The existing playground will remain operational while works are under way, with minor noise disturbances expected from 6.30am to 6.30pm, Monday to Friday, with some weekend work as required. A letter has been distributed to inform of the temporary access restrictions while this phase of construction is under way. The access map was included in the Connecting Mackay eNewsletter and on the web page and is also displayed at the entry points in the park. Civil works are expected to be completed late May, weather permitting.
Broomdykes Drive culvert upgrade Inform No Connecting Mackay web page	Culvert works will be undertaken by Vassallo Constructions. This work will improve drainage behind a row of Broomdykes Drive and Domino Crescent properties, which back onto Woodlands District Park. Nearby residents in Broomdykes Drive and Domino Crescent received a letter with enclosed Woodlands District Park flyer. There will be some noise and minor dust disturbances with various plant and equipment on- site. Completion is expected in May, weather permitting.
Riverside Revitalisation Project Inform, <u>connectingmackay.com.au/example-</u> project	The Riverside Revitalisation project was opened to the public just prior to Christmas for the area to be enjoyed over the festive season. There are still some minor works outstanding and these will be done early in 2023. Stakeholders have been kept updated on the progress of this project and any stakeholders who will be affected by the minor works will be updated prior to them starting. Social media was used to promote that the space was open and the new traffic arrangements in the area.
McGinn Street drainage Inform <u>connectingmackay.com.au/mcginn-</u> <u>street-drainage</u>	Field Services will be finishing this project in late January, weather permitting. The previous end date of December had to be moved back due to wet weather. A notification letter was mailed to resident in the area updating them of the new finish dates and construction closure periods. Connecting Mackay was updated.
Shakespeare Street WMR Inform A connecting Mackay page will be created prior to the works starting.	The tender was released late last year for the water main renewal project on Shakespeare Street between Porter and Sydney streets. A notification letter was letterbox dropped to businesses and residents in the area informing them of the upcoming project. More details will be provided to businesses and residents after the award of the tender.
Caneland station bus interchange Inform	As of December 22, RoadTek had completed the following stage one works of the Caneland Station bus interchange project – removal of the zebra crossing on Mangrove Road and the installation of a signalised

<u>connectingmackay.com.au/mangrove-</u> <u>road-bus-interchange</u>	pedestrian crossing to improve pedestrian safety in the area, closure of the Peel Street exit to Mangrove Road to accommodate the new pedestrian crossing and network infrastructure upgrades. RoadTek will return to Mangrove Road in mid-January to complete remaining stage one works – the bus station laydown and landscaping works. Letters have been sent to nearby residents and businesses to inform them about these works and the Connecting Mackay webpage updated.
Mackay Urban Greening Strategy Consult and inform <u>connectingmackay.com.au/urban-</u> greening	After the draft Mackay Urban Greening Strategy was open for public comment during September and October, the strategy was adopted on Wednesday, December 7. The announcement was made on social media, with a media release and via a project update email to Mackay urban greening eNewsletter subscribers. Connecting Mackay was updated.
C	ompleted projects
Application to acquire reserve land – 40 Ocean Avenue encroachment Consult <u>connectingmackay.com.au/encroachme</u> <u>nt</u>	This project is now complete.
Pioneer Street and Holts Road intersection upgrade 51856 Consult and inform <u>connectingmackay.com.au/pioneer-</u> <u>street</u>	This project is now complete.
Sydney and Alfred streets intersection upgrade connectingmackay.com.au/sydney-and- alfred-streets-roundabout-upgrade	This project is now complete.
Koumala Water Treatment Plant Consult and inform <u>connectingmackay.com.au/koumala-</u> <u>water-treatment-plant</u>	This project is now complete.
Allan Cameron Rotary Park Consult and inform <u>connectingmackay.com.au/allan-</u> <u>cameron-rotary-park</u>	This project is now complete.
Warland Street open drain reconstruction – stage 1,2&3 Consult and inform connectingmackay.com.au/warland-st- open-drain-reconstruction-stage-1-2-3	This project is now complete.



7. Emergency Management

Overview

The festive season wrapped up a busy time promoting resilience and preparedness to disasters, collaborating and innovative thinking, time spent listening to the community, learning and providing information, together with the SES and multi-agency stakeholders. Several working groups reconvened for the first time since Covid19. Highlights included celebrating the Get Ready Schools competition winners Francis Xavier Catholic Primary School and rugby league legend, Jonathan Thurston and the annual MRC Cyclone Saturday community engagement event.

Agency Linkage – MRC and North Queensland Primary Health Network

The team linked with representatives from NQPHN to discuss primary health care supports and working collaboratively in a disaster situation. It is understood that NQPHN are rolling out an opt in emergency alert system for doctors, medical centres, and pharmacies. The system sends text and email notifications as well as requesting support from doctors and medical centres if required in an event. NQPHN are the conduit for primary healthcare within the Local Disaster Management Group space and would provide support and resources through the LDMG.

World Café Emergency Preparedness Session

The team conducted an information session for senior members of the community in collaboration with The Neighbourhood Hub. The session included information on emergency preparedness planning, warnings and alerts and the type of supports available in an event around the region.



Agency Linkage – MRC and Mackay Adventist Group

The team linked with representatives from Mackay Adventist Group to discuss plans and available resources for emergency preparedness. The meeting included sharing information and resources, the Emergency Action Guide and Person Centred Emergency Preparedness (PCEP) methodology.

2022 Get Ready Queensland School Competition Winner - St Francis Xavier Catholic Primary School

Year 6 students of the St Francis Xavier Catholic Primary School have emerged winners in the Get Ready Queensland disaster preparedness school competition. As the winner, the school received a visit from Johnathan Thurston, Mayor Greg Williamson, Councillors, Get Ready Team, MRC Emergency Management Team, SES and QFES. The students learnt about the local risk, hazards, disaster planning and mitigation methods and the year six students received a Get Ready pack with promotional products from QFES, Queensland Reconstruction Authority and MRC.





Agency Linkage – MRC and Australian Red Cross

The team linked with Community Connector from the Australian Red Cross to discuss supports and information available for multicultural groups in a disaster and pandemic (Covid19). There was good exchange of information on the work MRC is doing in the multicultural space in collaboration with The Neighbourhood Hub. It is also understood that the Community Connector is working closely with Queensland Health in the development of preparedness material and resources in multiple languages which will be shared with Council once completed.

Cyclone Saturday

In collaboration with the Get Ready Queensland campaign, council conducted its annual event which was held at Caneland Central on 19th November. Spreading public awareness and receiving feedback from residents was invaluable. The team promoted opt-in messaging, a preparedness survey, the Emergency Dashboard and associated resources. In excess of 1000 Emergency Action Guides etc were handed out – a very busy and productive event. The team registered members of the community

Mackay REGIONAL COUNCIL

for opt-in messaging on the Emergency Dashboard. The following agencies joined us on the day to help inform the public on how we all can become more resilient – SES, QAS and Red Cross. A survey on disaster preparedness was run in conjunction with Cyclone Saturday with submitters in the running to win a solar powered fridge, battery pack and solar panels that was donated by Star FM. Responses will provide data to the Emergency Management team to assist with future events.



Emergency Preparedness Information Session for new residents – December 6 2022

An information session was delivered to new residents to the Mackay Regional Council area, with a guest appearance and speech by Major Greg Williamson. 22 people attended, many were relocating

from Southeast Queensland, interstate and overseas. The information was well received, and feedback was positive.



Emergency Preparedness Information Session for Aged Care Employees – December 14 2022

The team conducted an information session for employees of a local aged care service provider. The session included information on emergency preparedness planning, warnings and alerts and the type of supports available in an event around the region.



Emergency Liaison Officers Meeting – December 16 2022

The meeting was attended by 13 ELO's with guest presentation from Ergon Energy representative. The presentation was on "Time to Get Ready Mackay" which all found interesting and relevant. The meeting also included discussion on general business and the Bureau of Meteorology seasonal

Mackay REGIONAL COUNCIL

outlook. The meeting had good engagement from the ELO's and MRC staff and generated follow up actions for resilience and training.

Flood Levee Operational Plan Review

The team collaborated with Infrastructure Planning and Civil Operations in November to review the Pioneer River Levee flood mitigation activities. The outcome included a better understanding of trigger points for the operation of the flood levees, the decision making process, time required to complete manual operations, and an update of the plan.



Internal Severe Weather Exercise completed

The Senior Leadership Team engaged in an internal severe weather desktop exercise on December 1. The exercise was based on a Category 3 Cyclone directly impacting Mackay and the exercise aim included reviewing plans, discussing likely operational tasks, identifying any anticipated resources and training. The objectives were to better understand roles and responsibilities, communication internally and externally and finance and recovery arrangements. Timeline planning of activities have since been implemented into internal plans.

Mackay Unit SES Operations

Mackay SES Unit continues to train for storm damage and land search operations in November, with one land search tasking at Baker's Creek for a missing person, the person was located in five hours and found in good spirits. December has had a bit of rain across the regions with four small storm damage tasks logged and one search completed before the SES arrived in Eungella.



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Seven members completed height safety training at Sarina SES complex achieving competency maintenance and capability requirements.

SES Operational Capability

Function	Members / teams available	Notes
Flood boat	17 Teams	1 team = 2 members
Storm damage	96 Members	Teams usually 2-4 members
Chainsaw	30 Members	1 team = 2 members
Working at heights Roof	52 Members	1 team = 4 members
Working at heights ground only	7 Members	1 team = 4 members
Vertical rescue	8 Members	Team size varies on task parameters. Operational performance target is 10 members per team
Land search	70 Members	Team size varies on task parameters
Traffic control	54 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	1 Team = 2 Members
Swift Water	22 Members	Teams usually 2-4 members

Current SES Membership for Mackay Unit

- 172 active members
- 22 reserves

Mackay REGIONAL COUNCIL

- 20 new members (probationary)
- Recruitment campaigns are ongoing in Midge Point and Calen
- 6 new applications



Mackay SES Unit attended the Get ready Queensland school competition event at St Francis Xavier College. The year six class entered the get ready competition and received a visit from Johnathan Thurston.



Mackay SES Unit conducted a night search at East Point utilizing our All Terrain Vehicle, 4x4 along with teams on foot. It also gave us a chance to utilize some new command post training that some of our members received over the past couple of months.

Mackay Regional SES Unit Hours

The following indicates hours completed by volunteers across various functions.

Group	Operational	Training	Maintenance	Admin	Community Engagement	Total
Calen	0.00	27.45	8.05	1.45	0.00	36.95
Mackay	145.30	787.17	72.45	41.60	163.15	1209.67
Mirani	0.00	96.60	10.00	42.60	0.00	149.20
Sarina	20.00	14.00	12.50	9.00	4.00	59.50
Armstrong Beach	5.00	0	0	0	0	5.00
Midge Point	0	0	6.00	1.00	0	7.00
DLC North	0.00	14.00	0	2.15	0.00	16.15
DLC South	0.00	12.00	0	24.00	0.00	36.00
DLC Central	0	16.00	0	12.00	0.00	28.00
TOTAL	170.30	967.22	109.00	133.8	167.15	1547.47

Community and Client Services Monthly Review November - December 2022

8. Health & Regulatory Services

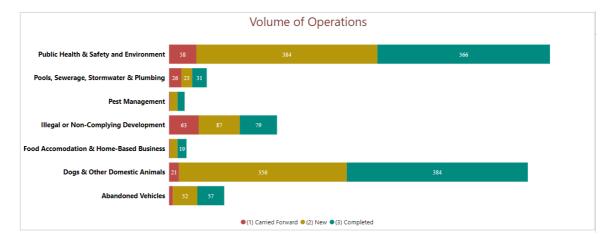
Customer Requests

Throughout November and December 2022, 1,044 requests for service were received, compared with 518 requests for October 2022.

80% 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 2022 to the end of **November and December 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 **December 2022** is **16,245**.

Animal Type	Renewed Registrations	New Registrations	Total Registrations	
Cat	2,352	305	2,657	
Dog	11,946	1,642	13,588	

Proactive Patrols

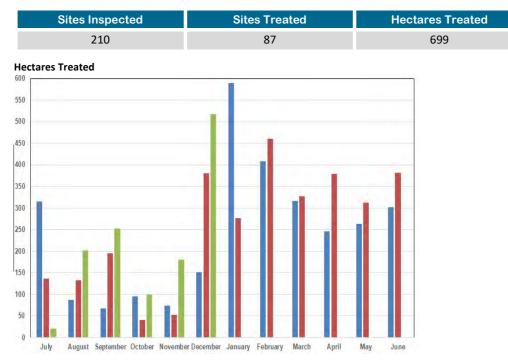
Proactive Patrols are conducted at times when dog owners are most likely to be walking with their pets.

During November & December, 17 patrols were conducted across the region at locations including Glenella, Andergrove, South Mackay, West Mackay, East Mackay, Harbour, North Mackay, Slade Point, Ball Bay, Marian, Blacks Beach, Bucasia, CBD, Dolphin Heads, Eimeo, Shoal Point, Mount Pleasant, Rural View, Gooseponds, Ooralea, Mirani, Eton, Beaconsfield and Seaforth.

523 dogs were identified on leash, 9 people were cautioned and provided education at Mirani, Gooseponds, Andergrove and East Mackay, and 1 person was issued an infringement for their dog not being on a leash at South Mackay.

Vector Control

The table below represents the mosquito control work carried out by the Vector Control team in November & December 2023



Licensing and Approvals Summary for November & December 2022

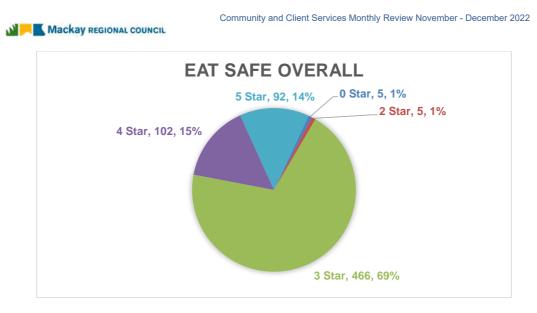
Premises	Premises Inspected	% Compliant	% Non - compliant	New and Renewal Applications Approved
Accommodation	1	100%		11
Public Swimming Pool	-			4
Vending	-			2
Temporary Food	1	100%		4
Caravan Park				2
Skin Penetration	2	100%		2
Footpath Dining	-			1
Temporary Entertainment Event	1	100%		2
Total	5			28

Premises	Premises Inspected	5 Star	4 Star	3 Star	2 Star	0 Star	New and Renewal Applications Approved
Food Business	70	2	4	52	11	1	27

Basic summary of star rating meanings:

*****	Excellent performer – Excellent record keeping, procedures, cleanliness and sustainable food safety practices.			
5 Star				
	Very good performer – Very good cleanliness, food safety practices and some records and procedures.			
4 Star				
मेम्मे	Good performer – Good level of compliance and overall acceptable standard. Clean and meeting legislation.			
3 Star				
2 Star	Poor performer – Low level of compliance, more effort required. I.e. Very unclean premises, poor hygiene practices.			
2 Star				
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.			

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



Education and Training Sessions

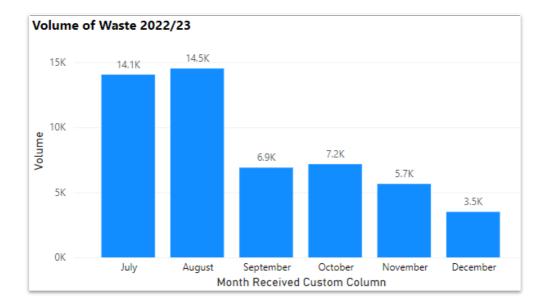
Food training sessions are conducted for non-profit organisations and for festival and events. Summary of sessions conducted: -



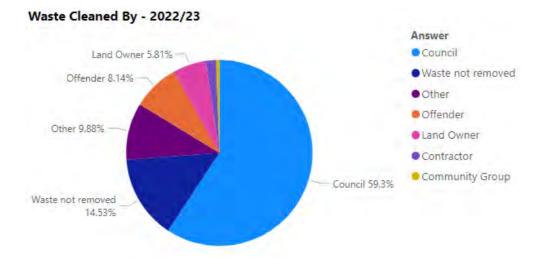
Four Food Safety Training sessions and followup sessions were conducted to assist two local Aged Care facilities. 50 staff were trained in food safety related to serving volunerable people.

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.



Community and Client Services Monthly Review November - December 2022



Examples of successful waste investigations that resulted in the offender cleaning up and removing the waste.







Community and Client Services Monthly Review November - December 2022

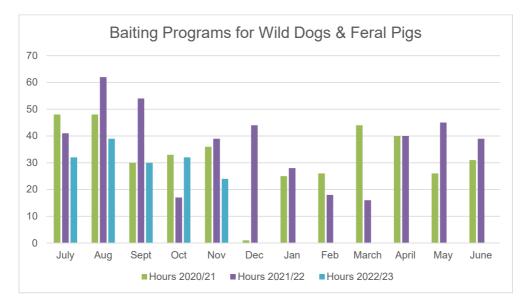
Litter signage installation

A partially State Government funded project was recently completed with the installation of littering signage in 10 locations throughout the region.

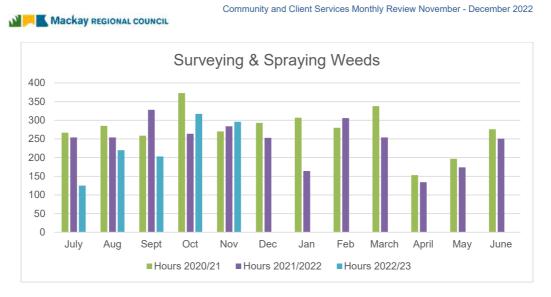




Pest Management



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:

We were successful in obtaining \$50,000 grant funding for a Giant Rats Tail project. This is a 3-year partnership with Council, Department of Agriculture and Fisheries (DAF) and single landholder. The 50,000 will provided in stages over the 3 years

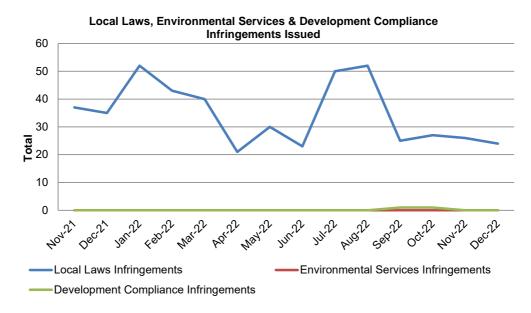
Small Acreage Roadshow Events

Pest Management delivered presentations at two small Acreage Roadshow events in Habana and Sarina. Presentations covered a range of topics, council support, obligations regarding biosecurity risks and being a registered entity, good neighbour relations, and weed management.



Monthly Infringements Activity

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

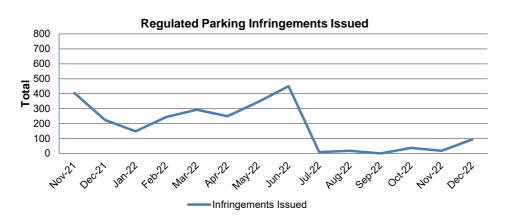


November & December 2022

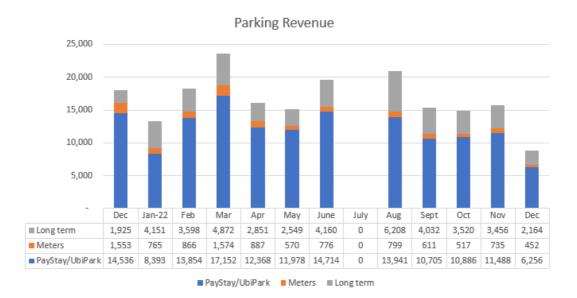
Local Laws Infringements	Environmental Services Infringements	Development Compliance Infringements
 Animal not registered within 14 days (24) Animal wandering at large (19) Fail to comply with compliance notice (4) Fail to comply with dangerous dog conditions (1) Failure to comply with minimum standards (1) Owner must ensure cat or dog is implanted (1) 	• Nil	• Nil

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

Community and Client Services Monthly Review November - December 2022







All forms of paid parking are consistent with October figures however there was a significant decrease in short term sessions in December 2022.

This report was run on December 20 2022.

11.4. DEVELOPMENT SERVICES 11.4.1. DEVELOPMENT SERVICES MONTHLY REVIEW REPORT - NOVEMBER & DECEMBER 2022

Author Responsible Officer File Reference		ector Development Services (Aletta Nugent) ector Development Services (Aletta Nugent) IRR		
Attachments	1.	Development Services Monthly Review Report - November and December 2022 [11.4.1.1 - 24 pages]		

Purpose

To provide Council with the Development Services Monthly Review Report for the months of November and December 2022.

Related Parties

Nil

Officer's Recommendation

THAT the Development Services Monthly Review Report for November and December 2022 be received.

Council Resolution ORD-2023-012

THAT the Development Services Monthly Review Report for November and December 2022 be received.

Moved Cr Englert

Seconded Cr Green

CARRIED UNANIMOUSLY



Development Services

Monthly Review Report November & December 2022



Development Services Monthly Review November & December 2022

Executive Summary

DEVELOPMENT SERVICES

This report is for Development Services for November and December 2022. Some highlights from this period are as follows:

- At the end of 2022, the total value of operational works approved by Council's Development Planning & Engineering Program was \$59,163,432.
- The Mackay Urban Greening Strategy was adopted by Council at its meeting on 7 December 2022. An internal working group will now progress the implementation of the Strategy.
- The first stage of the Riverside Revitalisation project, which is the area on the river between Paxton's and the Fishmarket, was opened to the public in December. The area has been named 'River Wharves' and has been receiving great feedback from the community.
- City Heart Christmas was held on 2 December and included markets and live music in Fifth Lane, extended trading from retailers, a sensory circus workshop and a visit from Santa. City Heart traders participated by extending their hours of trade and offered special promotions/experiences as value-add activities to encourage people to further explore the city.
- Council and 4MK held a major event 'Carols in the Gardens' on Saturday, 3 December. This very successful event was sponsored by Glencore and included rides, food vendors and a special appearance by Santa.
- The recreational fishing Ambassador Program has commenced with the first Ambassador being showcased in December on various platforms. Hooked on Mackay YouTube views increased significantly from the promotion. A second Ambassador is scheduled to be showcased in January.
- A number of facility improvements have been made at the Sarina Sugar Shed. New café furniture has been installed having a significant impact on the appearance of the café area. New photo boards designed by Corporate Communications were installed in December.

Aletta Nugent Director Development Services



MRC and 4MK partnered to deliver 'Carols in the Gardens' sponsored by Glencore

Cevelopment Hews December 2022

Updates on significant developments currently being assessed by Council

APPLICATION LODGED

DA-2022-234 Lodged 23 December 2022 1 Matsen Street, Bakers Creek Material Change of Use for Service Station, Food and Drink Outlet, Childcare Centre and Reconfiguration of a Lot 1 into 3 lots and Access Easements





APPLICATION LODGED DA-2022-241 Lodged 20 December 2022 191 Nebo Road and 44 McGinn Street, West Mackay Material Change of Use for a Service Station and Reconfiguration of a Lot Boundary Realignment 2 into 2 Lots

APPLICATION DECIDED DA-2018-86 Approved 13 December 2022 22-32 Dutton Street, Walkerston Material Change of Use for Service Station, Catering Shop, Commercial Premises and Reconfiguration of a Lot for Access Easements





APPLICATION DECIDED DA-2022-150 Approved 16 December 2022 14-16 Rankin Court and Lots 4 and 57 Melba Street, Armstrong Beach Reconfiguration of a Lot 4 into 67 Lots



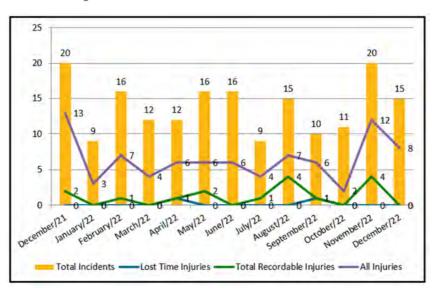
Monthly Safety Review – December 2022

Summary

In December 2022:

- 21 safety interactions were undertaken.
- 13 site safety inspections were undertaken.
- 98% of monthly action plans activities were carried out.

15 incidents were reported in December, involving MRC employees, members of the public or contractors.



Incidents and Injuries

The following injuries to MRC employees were reported in December:

- Using force to undo bolts and felt strain in hand.
- Stone flicked up while whipper snipping and hit finger, causing small cut.
- Felt twinge in knee, when rising from a seated position.
- Tripped on cement ledge and fell, grazing hands.
- While cutting branches, branch has caught on another tilting unexpectedly and hitting thumb.
- Whipper snipping throughout the day, felt hot, suffered headaches after work and throughout the night. Suspected heat illness.
- Reported symptoms of heat stress after whipper snipping.
- Staff member received distressing phone call from NSM.

The following asset damage incidents involving MRC employees were reported in December:

- Hit a non-active water pipe while mowing in long grass.
- Spray tank hose caught under tyre and pierced, resulting in approximately 1.5L of herbicide spilling onto pavement.
- While loading buggy on trailer, misjudged approach and hit buggy side against trailer, causing damage.
- Exiting car park, misjudged distance and tree branch contacted mirror, causing crack.
- Wheels of trailer and ute, rubbed against drain causing damage to concrete cap on drain.
- While setting up for event, travelling on grass verge, collided with broken guidepost that was not fully visible.

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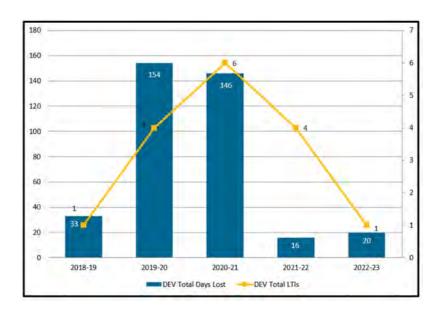
Mackay REGIONAL COUNCIL Development Services Monthly Review November & December 2022

The following incident involving a volunteer was reported in December:

• Received burn to arm while bottling hot products.

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

Lost Time Injuries & Days Lost



	2018-19		2019-20		2020-21		2021-22		2022-23	
Department	LTI	Days Lost								
Development Planning & Engineering										
Parks & Environment	1	33	1	154	6	146	4	16	1	20
Strategic Planning										
Economic Development & Tourism										
Development Services Total	1	33	1	154	6	146	4	16	1	20

For the 2022-23-year, one lost time injury has been recorded.

• Worker suffered psychological injury, 20 days have been lost as they recover.



Development Services Monthly Review November & December 2022

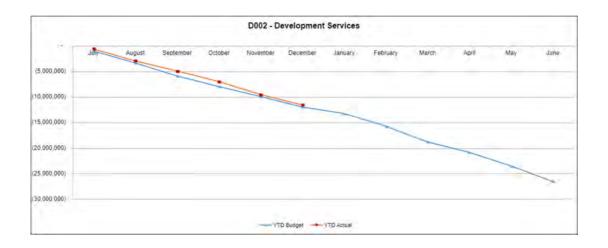
Financial Report

Operating Results

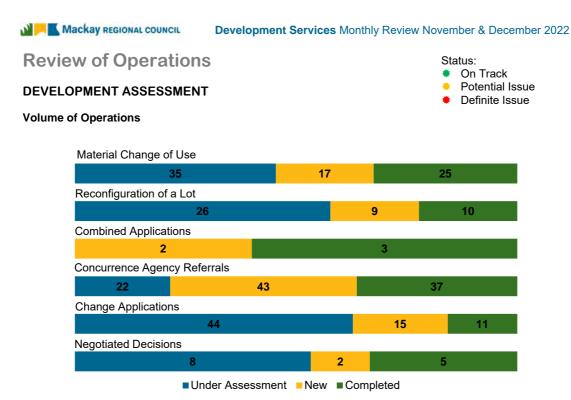
% YTD Variance from YTD Budget
YTD Variance favourable of budget
YTD Variance unfavourable, between 0% and 5% of YTD Budget
YTD Variance unfavourable, more than 5% of YTD Budget

For the period ending 20 December 2022.

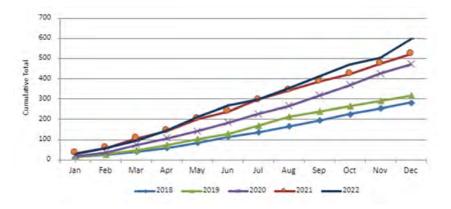
	Annual Original Budget	Annual Revised Budget	YTD Budget	YTD Actual	YTD Variance	Program Manager Comments
	\$000	\$000	\$000	\$000	\$000	
2.01 - Development Services Management	(1,100)	(1,048)	(393)	(404)	(11)	Minor variance
2.02 - Strategic Planning	(2,686)	(2,686)	(1,292)	(965)	327	Positive variance due to delays on some projects and savings in wages due to vacancies
2.07 - Economic Development & Tourism	(3,419)	(3,545)	(1,557)	(1,549)	8	Minor variance
2.08 - Parks and Environment	(18,934)	(18,862)	(8,798)	(8,964)	(165)	Minor over- expenditure, largely on contractors, across a number of different activities
2.09 - Development Planning & Engineering	(367)	(367)	39	312	273	Positive variance caused by savings in wages due to vacancies and revenue tracking above budget projections for some application types
Operating Surplus / (Deficit)	(26,506)	(26,508)	(12,001)	(11,570)	432	



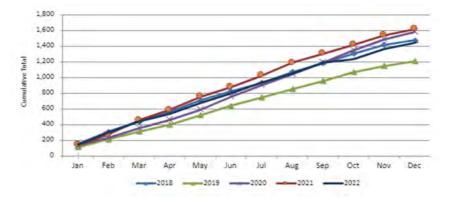
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Cumulative Number of Approved Development Assessment Applications



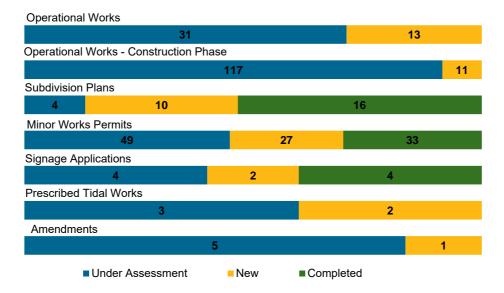
Cumulative Number of Planning Enquiries



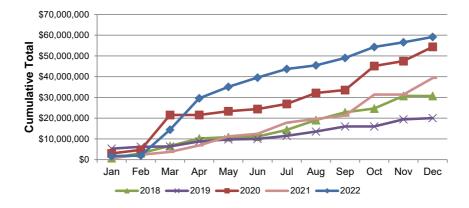


Mackay REGIONAL COUNCIL Development Services Monthly Review November & December 2022

DEVELOPMENT ENGINEERING



Value of Approved Construction Works



Value of approved Operational Works totaled \$2,247,327 in November.

Value of approved Operational Works totalled \$2,605,129 in December.

Value of approved Operational Works for 2022 totalled \$59,163,432.

Mackay REGIONAL COUNCIL Development Services Monthly Review November & December 2022

Performance Against Legislative Timeframes

November Development Statistics

Application	Status	% Decided
MCU (85% decided in 35 days)	*	100% decided in 35 days
ROL (85% decided in 35 days)	٠	75% decided in 35 days *Four applications decided with one outside of the KPI due to negotiations with the Applicant to ensure an approval.
Concurrence Agency (85% decided in 10 days)	*	100% decided in 10 days
Minor Works (85% decided in <20 days)	٠	69% decided in 20 days *27 applications decided with eight outside of the KPI due to negotiations with the Applicant to ensure an approval.
Signage Applications (85% decided in <20 days)	٠	100% decided in <20 days
Operational Works (85% decided in 35 days)	٠	33% decided in 35 days *Six applications decided with four outside of the KPI due to a range of issues needing to be resolved prior to a decision.
Plan Sealing (85% decided in 20 days)	*	75% decided in <20 days *Eight applications decided with two outside of the KPI due to continual non- compliance with development conditions resulting in survey plans unable to be signed within the KPI.

December Development Statistics

Application	Status	% Decided
MCU (85% decided in 35 days)	*	93% decided in 35 days
ROL (85% decided in 35 days)	*	100% decided in 35 days
Concurrence Agency (85% decided in 10 days)	*	94% decided in 10 days
Minor Works (85% decided in <20 days)	٠	90% decided in 20 days
Signage Applications (85% decided in <20 days)	*	100% decided in <20 days
Operational Works (85% decided in 35 days)	*	100% decided in 35 days
Plan Sealing (85% decided in 20 days)	*	75% decided in <20 days *Eight applications decided with two outside of the KPI due to continual non- compliance with development conditions resulting in survey plans unable to be signed within the KPI.

Please note that during the months of November and December 2022, the Development Planning & Engineering Program was carrying a number of vacancies in Construction Inspectors, Engineers and Planners (in particular) which has impacted on meeting KPIs. Five new employees in the Program are scheduled to commence across January.



Development Services Monthly Review November & December 2022

STRATEGIC PLANNING

Regional and Local Area	a Plannin	g
Projects	Status	Description / Update of Project
Mackay Region Planning Scheme – Planning Scheme Policy (PSP) review	*	 In 2022/23 the review of the following Planning Scheme Policies (PSPs) continues to progress through a governance process by relevant internal programs: Planning scheme policy – geometric road design Planning scheme policy – operational works application and construction requirements – draft document prepared and forms being prepared Planning scheme policy – healthy waters – draft document nearing finalisation Planning scheme policy – constructed lakes.
Mackay Region Planning Scheme – Major amendment 3	*	 The state interest review for the proposed Major amendment 3 is underway. Consultation of the proposed amendment will occur after completion of the state interest review. The purpose and general effect of the proposed amendment is to: Facilitate commercial and other specific non-residential uses within designated precincts and through appropriate provisions under the Township zone in the Finch Hatton and Eungella townships Encourage a wider range of uses or adaptive re-use by changing the zone of a small number of lots to Township in the Finch Hatton and Eungella townships Reduce the levels of assessment for certain uses to facilitate appropriate development outcomes for the Finch Hatton and Eungella townships in support of the Pioneer Valley Mountain Bike Project.
Mackay Waterfront PDA development scheme – proposed amendment 1	*	 A state interest review of the proposed amendment to the Mackay Waterfront PDA development scheme is underway with Economic Development Queensland and relevant state agencies. The amendment will proceed to formal public notification once the state interest review is completed. The purpose and general effect of the proposed amendment is: Improve the 'line of sight' between the strategic framework and the PDA development requirements Improve the use of the strategic framework in development assessment Improve the legibility and workability of development requirements Facilitate new opportunities to ensure the Mackay Waterfront PDA remains competitive and attractive to development, which aligns with recent amendments to the Mackay Region Planning Scheme Ensure PDA accepted development categories are workable and align with other regulatory instruments Update the implementation strategy Remove repetition or redundant content.
Finch Hatton and Eungella Township local planning	*	The first public realm, placemaking and wayfinding project to support the Pioneer Valley Mountain Bike Project has commenced its business case phase. The 'Finch Hatton town centre infrastructure upgrades' project will produce concept plans for the improvement of safety and connectivity

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Mackay REGIONAL COUNCIL		Development Services Monthly Review November & December 2022
		for pedestrians and cyclists moving throughout the township between high activity areas. The project focuses on Mackay-Eungella Road and Anzac Parade and will include public realm activation initiatives.
Northern Beaches Community Hub	•	The master plan for the Northern Beaches Community Hub site was endorsed by Council in December 2021. The detail design of Stage 1A and 1B are being progressed with the assistance of consultants and should be completed during 2023. Work is progressing on the site infrastructure detailed design including the access road, drainage, and other services.
Mackay Urban Greening Project	٠	Urban greening provides a broad range of community, environmental and economic benefits including improving physical and mental health, producing shade from the hot sun and reducing stormwater loads into receiving waters. The project considers how to enhance, protect and sustain the quality and quantity of trees and vegetation in our urban areas. The Mackay Urban Greening Strategy was adopted by Council at its meeting held on 7 December 2022. An internal working group will now progress the implementation of the Strategy.
Environmental Sustainability Strategy 2017-2025	*	 The Environmental Sustainability Strategy acts as a roadmap toward a more integrated approach where sustainability is fully embedded within corporate risk, strategy and planning frameworks. The Sustainability Executive Group (SEG) oversees implementation of the Environmental Sustainability Strategy and has approved the establishment of five working groups to implement the strategy's action plan. Three of the five working groups have been established: Natural Assets and Biodiversity – established August 2021 Energy and Carbon Management – established August 2021 Corporate Waste Management – established March 2022. Two groups are yet to be established: Climate Risk Management – planned 2023 Corporate Strategy – planned 2023.

Transport & Infrastructure Planning			
Projects	Status	Description / Update of Project	
Growth Allocation Model	*	The Mackay Growth Allocation Model 2020 run was completed. Lead and lag statistics are continually monitored to measure growth projections against actual economic activity and population movements.	
Local Government Infrastructure Plan Review	*	The review of the current Local Government Infrastructure Plan has commenced with internal stakeholders.	
Northern Beaches Area Transport Planning	*	The Northern Beaches Road Traffic Model has progressed. A draft modelling report has been prepared by the consultant for review.	



Development Services Monthly Review November & December 2022

Stormwater	Stormwater				
Projects	Status	Description / Update of Project			
Mackay Coast Our Future - Coastal Hazard Adaptation Study	*	Council was successful in its application for funding assistance from the Queensland Government through the Local Government Association of Queensland (LGAQ) QCoast2100 Program to complete a coastal hazard adaptation study. The study will provide a strategic approach to managing coastal hazards in the Mackay Region. Consultation on initial stages of the project has commenced, including a community survey on coastal values.			
McCreadys Creek Flood Study	•	Council has received funding assistance from the Queensland Government through the 2019-2020 Resilience and Risk Reduction Funding to deliver a Flood and Stormwater Study over the McCreadys Creek Catchment. The study included an aerial LiDAR survey over the catchment which was completed in 2021 to capture the extensive development that has occurred since the last aerial survey was completed in 2015. The study has progressed to the development of a flood model to provide an understanding of flood hazards across the catchment. The model will ultimately be used to inform planning and development over the catchment and assist with the assessment of mitigation options to target any high flood risk locations identified.			

Development Services Monthly Review November & December 2022

MACKAY CITY AND WATERFRONT

Mackay City and Water	rfront	
Projects	Status	Description / Update of Project
Council Land Tender	*	Council continues to work with ReNew Mackay Pty Ltd for the development rights of six Council owned sites. The development agreement stipulates a process and timeframes for development to occur on each of the sites, which includes a mix of residential, retail, health and hospitality offerings. The proposal by the ReNew consortium also includes development on their privately owned sites, in addition, and complementary to the six public sites. Council officers are meeting with Renew Mackay on a regular basis to discuss their development proposal, staging and design approach. A briefing to Council was held in November to share the latest information on the proposal and progress.
Riverside Revitalisation Project	*	The first stage of the Riverside Revitalisation project, which is the area on the river between Paxton's and the Fishmarket, was opened to the public in December. The newly named 'River Wharves' has been receiving great feedback from the community. There are still some minor works required that will be undertaken in the early months of 2023. The Tender for the next stage, being works on the former riverfront restaurant building at 8 River Street, was also released in December and will close on 7 February. The Tender for the new pontoon, which will be adjacent to Bluewater Quay, is currently being prepared and will be issued in coming months. The three stage Riverside Revitalisation Project was successful in receiving funding under the Federal Government Building Better Regions Fund Round Five. The contribution from the Federal Government will be \$4.12M towards a total project cost of \$10M.
River and Sydney Street Intersection upgrade	*	Council continues to meet regularly with the Department of Transport and Main Roads (TMR) to progress the design of the intersection upgrade at River Street and Sydney Street to improve pedestrian and cycling safety along the Bluewater Trail. The project is listed on the TMR Queensland Transport and Roads Investment Program (QTRIP) successful grants list. Council's project team are completing the detailed design to progress the upcoming tender package which will be released following receipt of the signed funding agreement.
Activate Mackay City Centre	*	Signage and Wayfinding The signage design for Stage 1 of the Riverside Revitalisation project, River Wharves, are now completed and manufacturing is underway. The wayfinding and interpretive signage will be installed in the project area in early months of 2023. <u>Placemaking</u> 'City Heart Fridays' continues as a monthly activation, held on the first Friday of each month. Council's Mackay City & Waterfront Partnerships Coordinator liaises with businesses to create a schedule of interesting activities for each month. City Heart Christmas was held on 2 December and included an expanded program including markets and live music in Fifth Lane, extended trading from retailers, a sensory circus workshop and a visit from Santa. City Heart traders enthusiastically participated by

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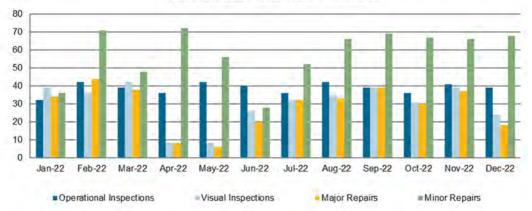
Mackay REGIONAL COUNCIL	Development Services Monthly Review November & December 2022
	extending their hours of trade and offered special promotions/experiences as value-add activities to encourage people to further explore the city.
	The Chamber of Commerce recently formed the second 'Town Team' in Queensland. The Town Teams Movement is a non-profit social enterprise working with proactive people to improve places. The Mackay City and Waterfront team provide ex officio support to the group and encourage a shared approach to activation initiatives in the City Centre.
	Make Your Place Grant The new Make Your Place Grant opened in December and will close on 18 January. The Make Your Place Grant program will support projects and activities that connect the local community, and create places people want to go to or be in throughout the Mackay Waterfront. It supports individuals and businesses to create and deliver inspiring, inclusive and vibrant public spaces, helping people to become more active and involved in their community.
	 Two levels of funding are available: Make Your Place Micro Grant – up to 100% funding up to \$1,000; and Make Your Place Grant – 80% funding up to \$7,500.
	16 groups and individuals attended community briefing sessions held in December with the Mackay City and Waterfront team.

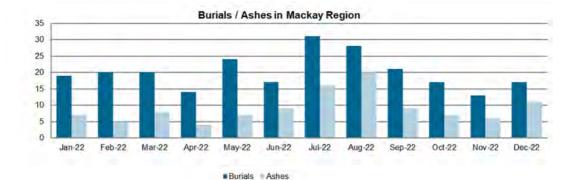
e-Statistics

Subscribers	July 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22
City Centre Facebook Likes	6,708	6,751	6,918	6,966	NA	7,126
City Centre Instagram Followers	1,469	1,486	1,497	1,517	NA	1,544

Development Services Monthly Review November & December 2022

PARKS & ENVIRONMENT







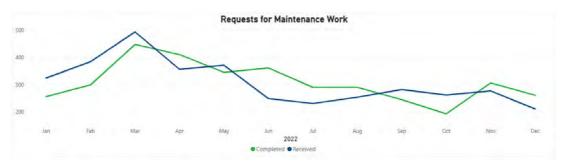
Play Equipment Inspection and Maintenance

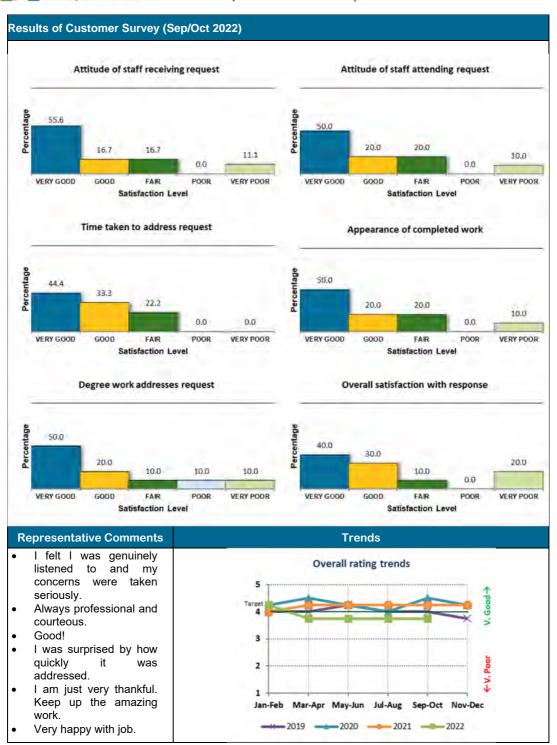
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Regional Services Pro	jects & W	orks
Project	Status	Description / Update of Project
lluka Park – BBQ replacement project	•	The Iluka Park BBQ replacement project involved the renewal of two existing BBQs with new DDA compliant BBQs to complement the All- Abilities playground at the park. Additional works completed with the project included new DDA compliant footpaths to the BBQs, replacement of the existing picnic setting with wheelchair accessible settings and refurbishment of the existing shelters over the BBQs. Project finalisation is expected late
Minor Play Equipment Replacement	*	January with minor finishing touches required. Melba Street Playground – Existing climbing rope frame has been removed and replaced with a new fairy tale playground. Soft fall sand around equipment was also replaced. Bakers Creek Playground – Removed soft fall sand, installed new playground edging, replaced parts of combo play equipment and installed new soft fall sand.
Botanic Areas - Desilting trial project	•	The desilting trial aims to find a solution to create a usable product out of the silt which needs to be removed from the Lagoons at the Botanic Gardens. A final report was provided in June and a council briefing was held in July to discuss the options available for desilting the lagoons. Concepts/business plans are being developed for potential future budget consideration.
Botanic Areas - Stakeholder Activities	*	The 'Heritage Gardeners' were busy in the Heritage Garden, holding several working bees and a planning meeting in November and December. A large number of plants donated by a member of the Friends group were planted to fill in gaps in the collection and edible herbs such as basil were also added. The Garden Friends have continued their regular sessions in the nursery, undertaking a range of tasks including propagating plants for the Heritage Garden. They have also held their regular meetings, Botanic Art Interest Group meetings and Photo Walkabout workshops focusing on macrophotography and also the insects and flowers of the Tropical Shade Garden. A special picnic and pollinator count were held for Pollinator Week in November. The Tropical Shade Garden and Visitor Information Centre were opened by the Friends on Sundays in November and December prior to the festive break. The Sunday roster will start again in February. Native Plants Queensland/Society for Growing Australian Plants Mackay (NPQ) held a committee meeting, regular meetings and plant propagating 1000 Mt Blackwood Holly plants for an event in 2023. A planning meeting was held in the Regional Forest to decide tasks for the regular monthly working bees which start again in 2023. NPQ members also held a very productive Herbarium session with many specimens sent to the Queensland Herbarium for vouchering and identification. Volunteer guides ran weekly afternoon guided walks in November.

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		A Horticultural Reference Group meeting was held in December, and the auditing of the Monsoon Collection was finalised.Birdlife Mackay held their monthly bird counts in November and December. An interesting sighting was four immature Brown Goshawks observed roosting in the Tropical Shade Garden.
Botanic Areas - Activities in the Gardens	•	 Regular activities in the gardens have included Friday morning yoga classes, Park Run, Falun Gong and children's yoga classes. A range of activities were held for Pollinator Week including pollinator counts and social media posts. A Cinema Under the Stars event was run by the Mackay Hospital Foundation. Weed control, mowing, pruning, hedging and garden bed maintenance have been the main activities undertaken across the Gardens. Contractors have been busy undertaking tree work and fixing irrigation. A photographic exhibition by Birdlife Mackay featuring the birds of the Eungella range was held in the Lagoons Gallery, as well as an exhibition titled 'Whitsunday Wildlife' by Art Whitsunday Inc. Council and 4MK held a major event 'Carols in the Gardens' on Saturday, 3 December. This very successful event was sponsored by Glencore and included rides, food vendors and a special appearance by Santa. School holiday activities included a Tibbles hunt, self-guided activities such as alphabet 1 spy, nature crafts, card and gift bag making sessions and pot decorating.

Requests for Maintenance Work





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Customer Survey results have not been finalised for the November/December 2022 survey period.

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ECONOMIC DEVELOPMENT & TOURISM

Economic Development a	nd Touri	sm
Team Priority	Status	Action
Regional Growth Facilitating sustainable and diversified jobs and investment in the Mackay Region	*	Pioneer Valley Mountain Bike Trail The tender for the Pioneer Valley Mountain Bike Trail Destination Marketing Plan and Brand Guide closed on 11 October. Assessment of the tenders was completed in December. Indigenous Small Business Mentoring Program Economic Development officers attended an initial meeting in December with Trading Tracks, a local Indigenous Business Builder support service funded by Local Buy Foundation and BHP, to discuss interest, opportunity and collaboration for an Indigenous Small Business Mentoring Program (ISBMP), following the success of the two rounds of the Small Business Mentoring Program for businesses supporting and aligning with outcomes of the Pioneer Valley Mountain Bike Trails project. The ISBMP aims to support ideas and start-up business concepts for local Indigenous businesses in areas of cultural tourism and opportunities arising from the Pioneer Valley Mountain Bike Trails project and Recreational Fishing Strategy. <u>Small Business Support</u> A review of small business support including Activate My Place and the Building Improvement Rebate program are currently being undertaken for implementation in 2023/24. <u>Regional Digital Connectivity</u> Economic Development officers are continuing to engage with QCN Fibre on the Pioneer Valley wireless upgrade, funded under the Round 2 of the Australian Government Regional Connectivity Program. <u>Beam E-scooters Hire Business</u> December saw a similar number of e-scooter trips compared to November. There was a slight increase in rider signups, most likely due to visitors to the region over the Christmas holiday period.
Visitor Attraction Developing the Mackay region as a leading tourism and events destination	*	Invest Mackay Events and Conference Attraction ProgramFive event sponsorships were approved through the Invest MackayEvents and Conference Attraction Program in November 2022:1.2023-2025 Legends on the Lawn2.2023 BE Social Fest3.2023 Mackay Marina Run4.2023 Rhythm on the Reef5.2023-2025 PGA Golf Pro AM.The following Invest Mackay Events and Conference AttractionProgram supported events were held in November 2022:•QLD Netball Firebirds Events•U13 Boys Hockey Indoor Championships•U13 Girls Hockey Indoor Championships.Five event sponsorships were recommended for approval through theInvest Mackay Events and Conference Attraction Program inDecember 2022:2023 QLD Multi Disability Bowls Championships•2023 QLD Surf Lifesaving Interstate IRB Championships

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	 2023 Sweet Tides Touring Music Festival 2023 Italian Street Party 2023 Mackay Beach Horse Races.
	Mackay Region Recreational Vehicle (RV) Strategy The project consultants, Otium, have completed background research and are progressing with conducting the regional audit and workshops with key stakeholders. The consultants have their first visit to Mackay scheduled from 6 February for site visits/consultation. Council briefings in relation to the project have been scheduled for 8 February and 15 March 2023.
	<u>Mackay Region Recreational Fishing Strategy</u> The recreational fishing Ambassador Program has commenced with the first Ambassador being showcased in December on various platforms. Hooked on Mackay YouTube views increased significantly from the promotion.
	Material has been received from the second Ambassador scheduled to be showcased in mid-January.
	Online engagement on the Hooked On Mackay social media platforms continues to remain strong each month due to the program of new and interesting content regularly being uploaded.
	Filming took place in November for content for the Hooked On Mackay YouTube Chanel. Videos include tips from VMR, local fishers, tackle shops and boaties and will be uploaded during the first half of 2023.
	<u>New tourism opportunities</u> Economic Development officers are supporting new initiatives including a potential art trail and potential opportunities with North Queensland Bulk Ports and Mackay Isaac Tourism for the attraction of the cruise market to the Mackay Region.
	Building Improvement Rebate Program Nine recipients of the Building Improvement Rebate have finalised their projects, while work continues for two recipients due to contractor shortages and the scale of projects.
Liveability and Innovation	<u>Activate My Place Program</u> The Keswick Island Art Trail project has now been finalised. Proponents of the Maltese Corner Project plan to commence their project in January 2023 as they are still sourcing additional funding.
Creating a vibrant region that is a great place to live and do business	A Council briefing has been scheduled for 15 February to provide updated guidelines on the Building Improvement Rebate Program and Activate My Place Program for implementation in 23/24.
	Skills Attraction and Retention A survey that was undertaken to identify interest from the business community relating to a Dedicated Area Migration Agreement (DAMA) was undertaken in November/December. The survey had a limited number of responses, and it has been decided to undertake a broader survey in the new year with the assistance of an external provider.

		Gold Coast Suns
		As an outcome of an introduction made through the Gold Coast SUNS partnership, the construction of Kool Beanz SUNS Harrup Park was
		officially launched in December with a sod turning at the Juliet Street
Partnerships and		site. This is the first of four Kool Beanz childcare centres that have
Connections		been proposed for the Mackay region, with Kool Beanz SUNS Harrup
		Park providing care for 94 children per day. A key component of the
Working collaboratively with our partners to generate economic	٠	Gold Coast SUNS partnership is the attraction of new investment into the region through the network of corporate partners.
outcomes for our		Resources Industry Network (RIN)
community		Council has supported the delivery of the Company Directors Course
		coordinated by RIN. The course is presented by the Australian
		Institute of Company Directors (AICD) and was run one day a week over a five-week period from 8 November 2023.

Sarina Sugar Shed		
Strategy / Project	Status	Description / Update of Project
Operational Performance Operate a successful tourism facility which meets its performance targets	•	Overview The Sugar Shed was closed an additional 3 days over the Christmas/New Year period due to staffing levels. This allowed operations to continue at full capacity on trading days. End of month sales figures in December confirmed an improvement on last year's December sales figures – the highest monthly sales figure on current records. Online retail sales saw an increase of 123% compared to December 2021. Alcohol sales made up 61% of all retail revenue with the café also performing well, with an increase of 37% on sales in December 2021. Visitation was up 81% on same month last year, and up 75% on November 2022. Media An ABC article featured online on 12 November following the announcement of the Silver Award for the Sugar Shed Rum at the Australian Distillery Awards. Facility Improvements New café furniture is now in place and has lifted the overall appearance of the café area, with great feedback from visitors and staff/volunteers alike. New photos boards were designed by the Corporate Communications team and installed in December in time for our busy festival and school holiday tours. Events and Functions Sarina Sugar Shed representatives and the Manager, Economic Development & Tourism attended Tourism & Event Queensland's signature industry gathering, Destination Q, on the Gold Coast which featured a range of topics around international arrivals, traveller needs, customer-first planning, accessibility, tourism skills and workforce development, and sustainable and regenerative tourism, culminating in the announcement of 2023 as the Year of Accessible Tourism.

Distiller, Sarah Parrott, attended the gala dinner for the first ever Australian Rum Awards in Brisbane on 4 November. The Sarina Sugar Shed entered two categories, two-four year rum and spiced rum/cane spirit. The Sugar Shed Rum was awarded a Silver in the two-four year rum category with a score of 86. Annual Item Nov Dec YTD Target Tour Visitation ۲ 1,105 991 7,756 22,000 (Paid) Visitation (Total) 3,540 5.166 25,476 30.000 221.75 191.25 932.00 Volunteer Hours NA Annual **Business Operations** YTD Item Nov Dec Budget (excl. accruals) **Ticket Sales** 14,310 11,190 152,860 220,000 -**Retail Sales** 52,298 81,722 387,170 555,000 . Total Income (incl. Ticket 66,608 92,912 400,741 775,000 income) **Total Expenses** 117,397 121,966 666,877 ۲ 1,117,782

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Economic Indicators (Quarterly)

Indicator	Dec 20	Mar 21	Jun 21	Sep 21	Dec 21	Mar 22	Jun 22	Sep 22
Employment								
Unemployment rate	5.7%	5.4%	4.4%	3.5%	2.6%	2.5%	NA	NA
Employed persons	66,957	66,993	66,884	65,844	65,416	65,696	NA	NA
Real Estate								
Median house sale	\$385,000	\$383,500	\$400,000	\$400,000	\$410,000	\$415,000	\$425,000	NA
Median rent 3 bed house (12 month ending)	\$370	\$380	\$390	\$400	\$400	\$420	\$425	\$450
Median rent 2 bed unit (12 month ending)	\$288	\$290	\$300	\$300	\$320	\$320	\$325	\$340
Res.vacancy rate	0.9%	1.0%	0.8%	0.7%	0.7%	0.6%	0.5%	0.6%
Residential Lot Supply								
Lots Approved [^]	39	5	11	84	116	110	10	NA
Lots Registered	114	26	100	55	78	99	44	56

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

The 'employed persons' data does get adjusted retrospectively by the source. This may see quarterly figures change but is a valuable indicator for recognising trends.

^ Queensland Government data (QLD Treasury).

NA = data not yet released



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e-Statistics

	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22
Mackay	238 active users	211 active users	159 active users	176 active users	346 active users	188 active users
Region	267	302	195	198	410	238
Joblink	sessions	sessions	sessions	sessions	sessions	sessions
Analytic	1m 24	2m 51	1m 59	2m 10	2m 18	1m 24
Report	average duration	average duration	average duration	average duration	average duration	average duration
Internet Vacancy Index (Central Qld) Advertised Jobs*	4,119	4,360	4,456	4,614	4,555	NA
SEEK Advertised Jobs**	1,661	1,796	1,657	1,799	1,594	1,027
Sarina Field of	41 users	55 users	72 users	56 users	40 users	NA
Dreams Usage Wi-Fi ***	532 sessions	498 sessions	732 sessions	998 sessions	380 sessions	NA
Sarina Field of	982 active users	366 active users	358 active users	320 active users	270 active users	262 active users
Dreams Website Visitation	1,286 sessions	414 sessions	400 sessions	364 sessions	301 sessions	289 sessions
Hooked on Mackay Facebook	5,004	5,104	5,591	5,631	5,729	5,767
Hooked on Mackay Instagram	805	814	838	853	868	889
Hooked on Mackay Youtube Subscribers	253	254	263	270	302	312
Net Free Zone Voluntary Code Sign- ups	703	716	716	716	716	716
Mackay Region Event Organisers Connect Facebook Group Members	116	118	119	121	122	124
Invested in Mackay Subscribers	589	585	585	587	586	591

*The Internet Vacancy Index (IVI) is the only publicly available source of detailed data on online vacancies, including for around 350 occupations (at all skill levels), as well as for all states/territories and 37 regions. The IVI is based on a count of online job advertisements newly lodged on SEEK, CareerOne and Australian JobSearch during the month. As such, the IVI does not reflect the total number of job advertisements in the labour market as it does not include jobs advertised through other online job boards, employer websites, word of mouth, in newspapers, and advertisements in shop windows. The IVI also does not take account of multiple positions being advertised in a single job advertisement. The data available is broken down as far as Central QLD which includes 9 local Government areas and is calculated on a 3-month moving average.

**SEEK data is captured on the 1st Tuesday of each month.

***As of 1 December 2022, Wi-Fi usage data at the Field of Dreams is no longer available.



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UPCOMING EVENTS

Date	Event	Location
3 February 2023	City Heart Fridays	City Heart incl. locations along Wood, Victoria and Macalister Streets.
3 March 2023	Mackay Airport Twilight Run	Bluewater Quay
4 March 2023	City Heart Fridays	City Heart incl. locations along Wood, Victoria and Macalister Streets.
5 March 2023	Zonta International Womens Day Lunch	Mackay Entertainment and Convention Centre
16 March 2023	MRC Mackay Region Events Briefing*	Mackay Entertainment and Convention Centre
30 March 2023	Masters Swimming QLD State Championships*	Mackay Aquatic Recreation Complex and Pioneer River
13 May 2023	Italian Street Party*	Wood Street, Mackay
19 May 2023	PGA Mackay Golf Pro AM*	Assorted Golf Clubs
20 May 2023	Legends on the Lawn*	Great Barrier Reef Arena
27 May 2023	Botanic Gardens Open Day	Mackay Regional Botanic Gardens
4 June 2023	BMA Mackay Marina Run*	Mackay Marina
7 July 2023	Sweet Tides*	Cape Hillsborough
5 August 2023	Streetsmarts AFLQ Schools Cup Championship*	ТВА
7 August 2023	QLD Multi Disability Bowls Championships*	Souths Suburban Bowls Club
11 August 2023	QLD Amputee Golf Open*	Mackay Golf Club
11 August 2023	Mackay Beach Horse Races*	Mackay Harbour Beach
16 September 2023	Orchid Extravaganza	Queens Park
16 September 2023	U16 Softball Girls & Boys State Championships*	Mackay Softball
22 September 2023	NQ Athletics Championships* Mackay Aqua Recreation Cor	

*Invest Mackay Events and Conference Attraction Program

11.4.2. REQUEST TO WAIVE OUTSTANDING INFRASTRUCTURE CHARGES

Author	Manager Development Planning and Engineering (Matthew Kelly)			
Responsible Officer	Director Development Services (Aletta Nugent)			
File Reference	DA-2009-208, DA-2009-208/A, DA-2017-4, DA-2017-4/A DA-2016-73, DA-2018-88 and DA-2021-228			

To present for Council's consideration the waiver of indexation of infrastructure charges where a 12 month payment plan has been entered into by a landowner for the payment of unpaid charges and the wavier of a number of unpaid levied infrastructure charges.

Related Parties

- Mackay Regional Council
- Mackay Gymnastics
- Ozcare
- Russell J Hoskin
- Joshua W Kissier and Rhea M Clifford

Nil

- Jamie S Mussig
- Mount Blackwood Rural Fire Brigade
- QR Network Pty Ltd

Corporate Plan Linkage

Financial Strength

Affordable Living - Our rates and charges provide value for residents and are sufficient in providing for required infrastructure, facilities and services.

Background/Discussion

Waiving of Indexing for Payment Plans

Payment plans are available for a term of 12 months under the delegation of the Director Development Services. Requests for payment plans to date have generally been entered into by family businesses and small scale developments. During this 12 month term, charges continue to be indexed at a rate of 1.0648%. This indexing requires Council Officers to update the value of the regular payments. This creates confusion and further angst for the customer on the amount owed and requires additional administrative work for Council Officers. The value of the revenue collected via indexing in these circumstances is outweighed by the additional administrative work that arises.

Given the above, it is recommended that indexing where a payment plan has been entered into be waived.

Waiving of Adopted Infrastructure Charges for Development Approvals

There are a number of development approvals subject to levied and unpaid charges that Council Officers recommend are waived for various reasons. The following provides a summary of the particulars of each development approval and a justification for the waiver:

Application no:	DA-2009-208 and DA-2009-208/A
Applicant:	Mackay Gymnastics Incorporated

Property owner:	Mackay Regional Council (as Trustee)
Address:	5 Snow Wright Court, Andergrove (L461/SP104856)
Description of development:	Material Change of Use – Sport and Recreation
Total infrastructure charge:	\$229,063.50
Justification for 100% waiver:	The land is owned by Mackay Regional Council and the Applicant is an incorporated association providing essential sporting services to the community. The waiver would be a consistent approach to previous waivers for community sporting groups including Mackay Netball Association (DA-216-93) and Kucom Theatre Inc (DA-2015-148).

Application no:	DA-2016-73
Applicant:	Caribbean Senepols
Property owner:	Russell J Hoskin and Joshua W Kissier and Rhea M Clifford
Address:	6454 and Lot 4 Mackay-Eungella Road, Netherdale (L4/RP712213 and L4/SP112245)
Description of development approval:	Development Permit – Material Change of Use – Rural Industry (Meat Packaging)
Total infrastructure charge:	\$1,799.99
Justification for 100% waiver:	The approval is for a specific small-scale family business which has now been abandoned.

Justification for 100% waiver:	The landowner has advised that the use has not formally commenced as the Class 10a Shed is being used for residential purposes only.
Total infrastructure charge:	\$2,801.09
Description of development approval:	Development Permit – Material Change of Use – Expansion of existing Commercial Use (being a Class 10a Shed)
Address:	16 Chelmer Street, Eungella (L3/CP906309)
Property owner:	Jamie S Mussig
Applicant:	Jamie S Mussig
Application no:	DA-2018-88

Application no:	DA-2021-228
Applicant:	Mount Blackwood Rural Fire Brigade
Property owner:	QR Network Pty Ltd - Lease No. 719624779 (whole of the lot) to The State of Queensland (represented by Public Safety Business Agency)
Address:	Lot 76 Robinsons Road, The Leap
Description of development approval:	Development Permit – Material Change of Use – Rural Fire Brigade Shed
Total infrastructure charge:	\$16,791.12
Justification for 100% waiver:	The Applicant is an incorporated association providing essential emergency services to the community. The waiver would be a consistent approach to previous waivers for community emergency service groups including Sunnyside Rural Fire Brigade (DA-2021-46).

Council has received a further request for the waiver of unpaid infrastructure charges as outlined below. Council Officers do not recommend that this request be supported.

Application no:	DA-2017-4 and DA-2017-4/A
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Applicant:	Ozcare
Property owner:	Ozcare
Address:	15 Charlotte Street, West Mackay (L103/SP203788)
Description of development:	Material Change of Use – Accommodation Units (Aged Care Facility with 120 Beds)
Total infrastructure charge:	\$2,616,549.52
Justification for 50% waiver:	The Applicant was approved for a 50% waiver (\$1,308.274.76) in accordance with the Facilitating Development in the Mackay Region Policy in 2017. This approval was subject to the use commencing by 30 April 2020. The Applicant has since requested that the 100% discount be applied to
	waiver the net charge amount (\$2,616,549.52) and the remaining balance payable, namely \$1,308,274.76. The request for 100% waiver of infrastructure charges is not supported by
	Council Officers. The current version of the Facilitating Development in the Mackay Region Policy offers a waiver of up to \$1,000,000 for a development of this type, which is less than the 50% discount that has already been granted.

Consultation and Communication

Consultation has taken place between the Development Planning and Engineering Program and each of the affected landowners.

The item was presented to Councillors and the Executive Leadership Team at a briefing on 21 November 2022.

Resource Implications

Other than Council Officer's time, should the recommendation be supported, a total of \$250,455.70 in adopted infrastructure charges would be waived. These monies would otherwise be budgeted for and used for the funding of trunk infrastructure projects as identified within Council's Local Government Infrastructure Plan Schedule of Works.

It is not possible to provide an accurate estimate of the loss of revenue through waiving indexing associated with payment plans. However, by way of indication, the waiver of indexation for the existing four payment plans amounts to a total of \$3,280.72. This amount is considered to have a negligible impact in context of Council's total collection of adopted infrastructure charges.

Risk Management Implications

Risks associated with this recommendation includes the loss of revenue of infrastructure charges being \$250,455.70. Should the recommendation not be supported, this would be inconsistent with prior decisions in relation to small scale and community developments where similar charges have been waived.

Conclusion

Consideration has been given to the circumstances of each development approval, with the recommendation in relation to the waiver as per the recommendation below. As Council continues to collect unpaid adopted infrastructure charges, future waivers may be presented to Council where the circumstances of the applications are like those contained herein.

Officer's Recommendation

THAT Council:

- 1. Waive indexing of adopted infrastructure charges and headworks contributions where a 12 month payment plan has been entered into by a landowner; and
- 2. Waive 100% of the adopted infrastructure charges associated with DA-2009-208 and DA-2009-208/A, DA-2018-88 and DA-2021-228; and
- 3. Waive 100% of the adopted infrastructure charges associated with DA-2016-73; and
- 4. Refuse the request for 100% waiver of infrastructure charges associated with DA-2017-4 and DA-2017-4/A, with the balance infrastructure charges (\$1,308,274.76) to remain payable.

Council Resolution ORD-2023-013

THAT Council:

- 1. Waive indexing of adopted infrastructure charges and headworks contributions where a 12 month payment plan has been entered into by a landowner; and
- 2. Waive 100% of the adopted infrastructure charges associated with DA-2009-208 and DA-2009-208/A, DA-2018-88 and DA-2021-228; and
- 3. Waive 100% of the adopted infrastructure charges associated with DA-2016-73; and
- 4. Refuse the request for 100% waiver of infrastructure charges associated with DA-2017-4 and DA-2017-4/A, with the balance infrastructure charges (\$1,308,274.76) to remain payable.

Moved Cr May

Seconded Cr Townsend

CARRIED UNANIMOUSLY

<u>11.4.3. DA-2021-177 - RECONFIGURING A LOT - 1 LOT INTO 21 LOTS - 23-25 SCHMIDTKES RD,</u> <u>OORALEA</u>

Author	Senior Development Planner (Brogan Jones)
Responsible Officer	Director Development Services (Aletta Nugent)
File Number	DA-2021-177

Attachments Nil

Purpose

The purpose of this report is to recommend Councillors delegate to the Chief Executive Officer (CEO) the power under the *Planning Act 2016* to decide an application (refusal) that Council's current delegations specify is a decision that must be made by Council.

Related Parties

This report deals with a development application (Development Permit for Reconfiguring a Lot – 1 Specialised Centre Lot into 21 Lots) that is currently under assessment by Council. The related parties of that application are as follows:

- Landowner Ooralea Farming Pty Ltd
- Planning consultant Jewell Planning Consultants
- Engineering consultants Paragon Consulting Engineers
- Other consultants CDM Smith
- State government State Assessment Referral Agency (SARA).

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 and Discussion

Council is currently assessing a development application (reference: DA-2021-177) for a Development Permit for Reconfiguring a Lot – 1 Specialised Centre Lot into 21 Lots over 23-25 Schmidtkes Road, Ooralea, formally described as Lot 4 on SP237101. The application is over the portion of the land that is zoned *Specialised Centre* under the Mackay Region Planning Scheme.

The State Assessment Referral Agency (SARA) has made their assessment of the application and has formally refused the application as detailed in their Referral Agency Response. SARA's reasons for refusal are that the proposed access arrangement to the Bruce Highway adversely impacts the function and efficiency of the State-controlled road network and increases the cost to the State of maintaining the State-controlled road network. In providing its response, SARA acted under s56(1)(c) of the *Planning Act 2016*, directing the assessment manager (Council) to refuse the application. Under s62 of the *Planning Act 2016*, the assessment manager must comply with the referral agency's response and also refuse the application.

Separate to SARA's refusal, Council is still required to make an assessment of the proposal against its assessment manager's assessment benchmarks. The assessment concludes the proposal does not achieve the development outcomes of the Mackay Region Planning Scheme. Specifically, the land is not able to develop as an integrated centre with an integrated built form and coordinated layout (as required by the scheme) if it is reconfigured into 21 individual lots. Further, it is not possible for Council to apply reasonable development conditions to ensure the development achieves the required development outcome.

Council's current delegations specify any application that is recommended for refusal is required to be decided by Councillors at an Ordinary Meeting.

The application is currently in Decision Period (per the *DA Rules v1.3*) and needs to be decided by Council at its meeting on 25 January 2023. The applicant has now exercised their right under the *DA Rules v1.3* to 'stop the current period' which an applicant can do at any time during the application process for a combined period of 130 business days. The applicant has stopped the current period for five business days. The applicant is able to withdraw the stop notice at any time in which case the Decision Period (1 business day remaining) will recommence. As such, depending on the applicant's approach and timing, Council may be in a position where it must decide the application but will not have the time afforded to it to decide the application at an Ordinary Meeting as required by the current delegations.

The day after the applicant lodged their notice to stop the current period, they lodged a request to extend Council's decision period through to 31 March 2023. The applicant advised they are discussing access changes with the State and need time to do this. The applicant has also lodged with Council a request for pre-lodgement advice that deals with a substantially different development over the land and significantly changed access arrangements. It is the officers' view that the current application be decided and that the applicant continue discussions with Council and the State about the changed development with a view to lodging a fresh development application in due course.

On this basis, and for this development application only, it is recommended Council delegate to the CEO their decision-making power under s60(2) of the *Planning Act 2016*.

s60(2) To the extent the application involves development that requires code assessment, and subject to section 62, the assessment manager, after carrying out the assessment—

- a) must decide to approve the application to the extent the development complies with all of the assessment benchmarks for the development; and
- b) may decide to approve the application even if the development does not comply with some of the assessment benchmarks; and
- c) may impose development conditions on an approval; and
- d) may, to the extent the development does not comply with some or all the assessment benchmarks, decide to refuse the application only if compliance can not be achieved by imposing development conditions.

Consultation and Communication

The application is code assessable and was not required to be publicly notified as per the Planning Act 2016.

Early in the assessment of the application (on 21 January 2022) Council officers met with the applicant to discuss the planning concerns with the proposal (as outlined in the above assessment) and sought comments from the applicant as to how those concerns could be overcome. The same concerns raised at this meeting were included in a formal further advice notice given to the applicant. No outcome was offered that was consistent with the Mackay Region Planning Scheme.

Resource Implications

As outlined below, there is a risk the applicant could lodge an appeal against Council's decision to refuse the application in the Planning & Environment Court. Should this be the case, this would give rise to legal costs associated with Council's participation in the appeal proceedings.

Risk Management Implications

There is a risk the applicant could lodge an appeal against Council's decision in the Planning & Environment Court. Should this be the case, due to their refusal, the State government would be a co-respondent alongside Council in any appeal. Any appeal would give rise to cost for legal representation for the duration of the appeal.

Conclusion

Based on the circumstances of this particular application, it is recommended, for this development application only, that Council delegate to the CEO their decision-making power under s60(2) of the *Planning Act 2016*.

Officer's Recommendation

THAT Council delegate to the Chief Executive Officer decision powers under the *Planning Act 2016* to decide the development application DA-2021-177 – Development Permit for Reconfiguring a Lot – 1 Specialised Centre Lot into 21 Lots located at 23-25 Schmidtkes Road, Ooralea - Lot 4 on SP237101.

Council Resolution ORD-2023-014

THAT Council delegate to the Chief Executive Officer decision powers under the *Planning Act 2016* to decide the development application DA-2021-177 – Development Permit for Reconfiguring a Lot – 1 Specialised Centre Lot into 21 Lots located at 23-25 Schmidtkes Road, Ooralea - Lot 4 on SP237101.

Moved Cr Englert

Seconded Cr Jones

CARRIED UNANIMOUSLY

<u>11.4.4. DA-2022-155 - MATERIAL CHANGE OF USE (DEVELOPMENT PERMIT) FOR UNDEFINED USE</u> (PIONEER VALLEY MOUNTAIN BIKE TRACK - STAGE 1)

Author	Acting Coordinator Development Planning and Engineering (Cherise Ayling)
Responsible Officer File Number	Director Development Services (Aletta Nugent) DA-2022-155
Attachments	 Locality Plan Proposal Plans Referral Response
Date Received:	16 August 2022
Applicant's Details:	Mackay Regional Council C/- Veris Pty Ltd PO Box 158, MACKAY QLD 4740
Proposal:	Material Change of Use - Undefined Use (Pioneer Valley Mountain Bike Park - Stage 1)
Site Address:	Lot 11 Anzac Parade, Lot 21 Matthew Street, 17 Letchford Street, Lot 20 Zahmel Street and 101 Drew Street, Finch Hatton
Property Description:	Lot 11 on SP212243, Lot 21 on SP212248, Lot 1 on RP723999, Lot 20 on SP212248 and Lot 125 on Cl282
Owner's Details:	Mackay Regional Council 101 Drew Co Pty Ltd Joseph R Mastropaolo and Caroline M Mastropaolo
Area:	91.96 hectares
Planning Scheme:	Mackay Region Planning Scheme v4.0
Planning Scheme Designations: Zone:	Township, Rural and Special Purpose
Assessment Level:	Impact
Submissions:	Three Properly Made and Two Not Properly Made
Referral Agencies:	Department of State Development, Infrastructure, Local Government and Planning
Recommendation:	Approved Subject to Conditions

Purpose

The Applicant seeks a Development Permit for a Material Change of Use for Undefined Use (Pioneer Valley Mountain Bike Park – Stage 1) at Finch Hatton (refer to Attachment 1 – Locality Plan). Stage 1 of the Pioneer Valley Mountain Bike Park will consist of the trail head and the start of the Mountain Bike Trail Network (refer to Attachment 2 – Proposal Plans).

The Development Application triggered Impact Assessment and was subject to Public Notification. Council received five submissions relating to the proposed development; three Properly Made and two Not Properly Made. The relevant matters raised in submissions have been addressed through reasonable and relevant conditions.

The Development Application has been assessed in accordance with the legislative framework for Impact Assessment, including the *Planning Act 2016*, *Planning Regulation 2017*, Development Assessment Rules v1.3 and the applicable benchmarks contained in the Mackay Region Planning Scheme v4.0 (Planning Scheme). The Development Application is recommended for approval, subject to reasonable and relevant conditions.

Related Parties

- Mackay Regional Council (Applicant and Landowner)
- State Assessment Referral Agency (Referral Agency)
- 101 Drew Co Pty Ltd (Landowner)
- Joseph R Mastropaolo and Caroline M Mastropaolo (Landowner)
- Veris Pty Ltd (Planner and 'care of')

Submitters

- Properly Made
 - Kerr Claxton
 - Patricia Julien on behalf of Mackay Conservation Group
 - o Michelle Ready
- Not Properly Made
 - o Jolene Robinson
 - o Jayme Delaney

Corporate Plan Linkage

Invest and Work

Diversified Economy - We have a diversified economy that attracts new and emerging industries, such as sport, tertiary education, health, tourism, agribusiness, biofutures industry, and the Mining Equipment Technology and Services (METS) sector.

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

Subject Site and Surrounds

The subject site is located in the Finch Hatton township, approximately 63km west of Mackay. The development site comprises five lots with a total area of 91.96 hectares across a mix of zones being Rural, Township and Special Purpose.

The trail head for the Mountain Bike Park is located on Lot 11 on SP212243. This lot has direct road frontage to Anzac Parade and provides the main entrance to the Mountain Bike Park. A secondary access for vehicles and cyclists is also provided via Bagley Street. The site is provided with reticulated water, stormwater, electricity and telecommunications and will be serviced by an existing on-site septic tank system. The site currently contains the previous Cattle Creek Sugar Mill Administration Building which was refurbished for the purpose of this development.

The Mountain Bike rail network will span across three Rural zoned lots, being Lots 20 and 21 on SP212248 and Lot 125 on C1282, having a total area of 86.5247 hectares. These lots are surrounded by Eungella National Park and Crediton State Forest which are both heavily vegetated with steep land containing several 'unmapped' waterways. Lots 20 and 21 are partially mapped and Lot 125 is entirely covered by the Bushfire Hazard and Landslide Hazard overlays.

Lot 1 on RP723999 is a 2,001m² parcel of land within the Special Purpose Zone. This lot contains an existing utility installation which is proposed to be retained. This lot has been included as part of the Development Application for the purpose of providing shuttle access to the Mountain Bike trail network via an existing access easement from Letchford Street.

<u>Proposal</u>

This Development Application seeks a Development Permit for Stage 1 of the Pioneer Valley Mountain Bike Park consisting of the trail head and the start of the Mountain Bike trail network. The trail head consists of parking for 47 vehicles, an additional two parking spaces for people with disabilities (PWD) and three car and trailer parking spaces. The trail head also provides a vehicle drop-off/pick-up zone and shuttle waiting bays. Vehicle access will be via Anzac Parade with upgrades to the intersection entry to allow for higher traffic volumes. A shared vehicle/cyclist access will be provided via Bagley Street with bollards at each end as this access is not intended for everday vehicle use.

Other attributes of the trail head will be an amenities block, picnic area with shelters, maintenance shed, pump track, bike wash, entry statements, landscaping embellishments and recreational open space also intended for future events. The former Cattle Creek Administration Building will be retained and repurposed for community purposes.

The Mountain Bike trail network consists of single directional trails through natural vegetation with the exact location of the trails still subject to detailed design. Proposal Plans outline the approximate location of the trails to be constructed as part of Stage 1 (refer to Attachment 2 – Proposal Plans).

There is no built form proposed within Lots 20, 21 and 125, with minimal vegetation clearing and disturbance of earth to maintain the existing landscape as much as practicable. The natural formation of the land will be an advantage to the development and tracks will be designed to utilise and integrate with the natural landscape.

Referrals

The application was referred to the State Assessment Referral Agency (SARA) for assessment and approval as a Referral Agency. The SARA approved the application on 30 November 2022 (refer to Attachment 3 – Referral Response).

Planning Assessment:

Planning Act 2016 and Planning Regulation 2017

As per s45(5) of the *Planning Act 2016*, Impact Assessment is an assessment that:

- a) Must be carried out:
 - i) Against the assessment benchmarks in a categorising instrument for the development, and
 - ii) Having regard to any matters prescribed by regulation for this subparagraph, and
- b) May be carried out against, or having regard to, any other relevant matter, other than a person's personal circumstances, financial or otherwise.

Sections 29-31 of the *Planning Regulation 2017* prescribe the assessment benchmarks and matters Impact Assessment must have regard to which has been applied to this assessment.

Mackay Isaac Whitsunday Regional Plan 2012

The Minister has identified that the Planning Scheme appropriately advances the Mackay Isaac Whitsunday Regional Plan 2012, as it applies in the planning scheme area. As such, an assessment is not required.

Mackay Region Planning Scheme 2017 Version 4.0

Assessment of the proposal has been undertaken against the relevant assessment benchmarks. Where the proposal is considered to generally comply, a statement of compliance has been provided. However, where compliance has been unable to be achieved with one or more of the relevant provisions, a more detailed assessment has been provided below.

Assessment Benchmark	Code Compliance	Officer's Assessment
Strategic Framework	Yes 🛛 No 🗆	The proposal generally complies with the Strategic Framework as demonstrated in the below assessment.
Agricultural Land Overlay Code	Yes 🗆 No 🖂	A further assessment has been provided below.
Biodiversity Overlay Code	Yes ⊠ No 🗆	The community need for the development has been demonstrated by the Mackay Region Mountain Bike Strategy Report, with the location being integral to the success of the development.
		The development will be located, designed and operated in a way to ensure minimal environmental impacts.
		Therefore, the proposal generally complies with the relevant assessment benchmarks.
Bushfire Hazard Overlay Code	Yes ⊠ No □	There is no built form development on land within the Bushfire Hazard or Buffer Areas. The Mountain Bike trail network is located within the Bushfire Hazard and Buffer Areas, however it is anticipated that the trails would not be in use during a bushfire event, the same as other public parks or nature reserves. To satisfy compliance with the Bushfire Hazard Overlay Code, plans detailing fire management lines have been submitted, with a recommended
		condition of approval requiring these trails to be implemented and maintained at all times to ensure public safety.
Landscape Character and Image Corridor Overlay Code	Yes ⊠ No 🗆	The proposed development has sufficiently demonstrated how native vegetation will be retained where practical and bike tracks will follow the natural contours of the land with excavation and filling to be minimal. Overall, the development is intended to integrate with and maintain the existing landscape.

Assessment Benchmark	Code Compliance	Officer's Assessment
		At the trail head location, car parking is provided so as not to visually dominate the frontage facing an image corridor. Existing landscaping along the frontage will be retained and protected with additional tree planting proposed to provide high quality visual amenity.
Landslide Hazard Overlay Code	Yes 🗆 No 🖂	Therefore, the proposal generally complies with the relevant assessment benchmarks. A further assessment has been provided below.
Regional Infrastructure Overlay Code	Yes I No I	The trail head site is partially covered by the Cane Railway Buffer Overlay, however there is no proposed development for a sensitive use on the subject site. Therefore, the proposal generally complies with
		the relevant assessment benchmarks.
Township Zone Code Special Purpose Zone Code	Yes □ No ⊠ Yes ⊠ No □	A further assessment has been provided below. Lot 1 is within the Special Purpose Zone, which is intended to primarily accommodate utility installation, major electricity infrastructure and substation.
		There is no development comprising construction works or infrastructure on the subject site and there is an existing utility installation which will be retained. This lot has been included only for the purpose of providing shuttle access to the mountain bike trails via an existing access easement from Letchford Street.
Rural Zone Code	Yes 🛛 No 🗆	Therefore, the proposal generally complies with the relevant assessment benchmarks. The proposed development provides a tourism activity that integrates with the visual amenity of the surrounding rural and natural landscapes and does not create fragmentation of agricultural land.
		Infrastructure and essential services are not required on Lots 20, 125 and 21 within the Rural Zone, as these sites form the trail network. There are no bike trails proposed to be within proximity to a property boundary. Therefore, the proposal generally complies with the relevant assessment benchmarks.
General Development Requirements Code	Yes ⊠ No □	The trail head site is connected to reticulated water, road, electrical and telecommunication services and proposes on-site sewer. As such, the proposal is considered to generally comply with the Code.

Strategic Framework

The proposed development requires assessment against the Strategic Framework of the Planning Scheme. The Strategic Framework in its entirety represents the policy intent of the Planning Scheme.

Strategic Framework	Assessment
3.2.1 Regional strategic vision	The development is considered to comply as the proposal provides tourism development that capitalises on the region's unique natural areas and provides an appreciation of the natural environment.
3.2.2 Growth management and urban consolidation	The development is considered to comply as the proposal is a form of adventure based tourism development that relies on the natural environment.
3.2.3 Network of centres and industrial areas	Not applicable to this proposal.
3.3 Settlement pattern	The proposal does not conflict with the principles of urban consolidation.
3.4 Natural environment and regional landscapes	The development is considered to comply as the proposal has been designed to ensure that clearing is minimised. Further, the Applicant has advised that "key environmental features such as significant trees, boulders and outcrops will be identified as points of interest along the trail network and incorporated into the design. The intent is that these significant features will be championed and create points of public interest"
3.5 Strong communities	 The development is considered to comply as the intent of the proposal is to add to the liveability of the region by supporting healthy lifestyle options through the provision of open space and sports and recreation facilities. In addition, to protect and preserve the heritage of the area, the development seeks to incorporate the following: Maintain and refurbish the existing administration building that was utilised by the former Cattle Creek Sugar Mill; Include a key heritage rail feature – the Kungurri Turntable; and Retain and restore the Bin Shed.
3.6 Natural resource	The proposal does not conflict with the strategic outcomes
management	relating to natural resource management.
3.7 Transport	The proposal does not conflict with the strategic outcomes relating to transport.
3.8 Infrastructure 3.9 Strong economy	 The site is not located within the Priority Infrastructure Area. The development: Does not require the delivery of any trunk infrastructure to support the development; and Can be suitably serviced by all necessary infrastructure. The development is considered to comply as it provides tourism
	development to the region and maximises on the region's natural landscape character and environmental value areas.
3.10 Sustainability, climate change and natural hazards	The proposal does not conflict with the strategic outcomes relating to sustainability, climate change and natural hazards.

Agricultural Land Overlay Code

The purpose of the Agricultural Land Overlay Code is to ensure that development on or near agricultural land maintains the productive capacity of the land for agricultural purposes. An assessment against the relevant Acceptable Outcomes and Performance Outcome is set out below.

Acceptable Outcome AO1.1 -

Agricultural land accommodates the following agricultural activities and uses that are ancillary, support or complement agricultural land:

- (a) animal husbandry; and
- (b) cropping; and
- (c) intensive animal industry; and
- (d) intensive horticulture; and
- (e) major electricity infrastructure; and
- (f) out-building/s associated with an agricultural activity; and
- (g) rural industry; and
- (h) small-scale residential uses including dwelling house, dwelling unit, caretaker's accommodation and rural workers' accommodation; and
- (i) utility installation other than a mail depot, sewerage treatment plant, waste (refuse) management facility or water treatment plant.

Acceptable Outcome AO1.2 -

Development for uses not mentioned in AO1.1:

(a) is located outside areas identified as Agricultural land class A and B and Locally important agricultural areas; or

(b) does not result in more than 2,000m2 of land being taken out of agricultural production and:

(i) occupies the same location as a previous non-agricultural use and/or co-locates with existing buildings; or

(ii) is located on the least agriculturally productive part/s of the site2; or

(iii) is not setback more than:

(A) 24 metres from an arterial road; and

(B) 12 metres from a sub-arterial road, collector street or access street.

Performance Outcome PO1 –

Development utilises or maintains the productive capacity of agricultural land for agricultural purposes, unless: (a) an overriding need in the public interest is demonstrated; and

(b) no alternate sites (not on agricultural land) are available.

The development area contains fragments of mapped Agricultural Land (both Class A and B and Locally Important Agricultural Areas). Although the proposal does not incorporate agricultural activities, it is considered that the construction of a Mountain Bike Park will create larger economic, environmental, and social benefits to the Mackay region. Further, due to the unique landscape required for a Mountain Bike Park, the development proposes minimal disturbance to the natural geology with no requirement for an Operational Works Permit. Therefore, the possibility of the land being used for agricultural purposes will not be undermined by the proposed development if the land was ever to return to agricultural use.

Landslide Hazard Overlay Code

(1) The purpose of the landslide hazard overlay code is to ensure that development:

- (a) on steep land is responsive to site constraints and limited to those areas where risk is low;
- (b) on steep land is adequately protected from landslide hazard and does not increase the extent or severity of landslide hazard risk; and
- (c) maintains the safety of people, property and hazardous materials (manufactured or stored in bulk) from the risk of landslide.

An assessment against the relevant Acceptable Outcomes and Performance Outcomes is set out below.

Acceptable Outcome AO1.1 -

Development, including driveways:

(a) is located on land that is demonstrated to have an existing natural or approved and constructed slope of 15% or less; or

(b) complies with a geotechnical design report that:

(i) demonstrates that the development, and areas surrounding the development, will have a "low" level of landslide risk in accordance with "Landslide Risk Management – Australian Geomechanics Journal"; and

(ii) ensures the long term stability of the development site; and

(iii) ensures the development will not be adversely affected by landslide activity originating on sloping land above the development site; and

(iv) is prepared by a suitably qualified geotechnical professional; and

(v) includes certification of the civil / structural design by a RPEQ.

Acceptable Outcome AO1.2 -

If a geotechnical design report is required in accordance with AO1.1(b), the risk level in relation to landslide affecting the development, and area surrounding the development, is certified as "low" at the completion of the development:

(a) by a suitably qualified geotechnical professional; and

(b) in accordance with "Landslide Risk Management – Australian Geomechanics Journal".

Performance Outcome PO1 -

Development on steep land (with a slope of 15% or greater) is avoided unless it can be demonstrated the development area, and land immediately surrounding the development area, is adequately protected from landslide hazard.

There is no built form proposed on land within the Landslide Hazard Area. The Mountain Bike trail network is located within the mapped Landslide Hazard Area, however the natural formation of the land is to be retained wherever practical, with the natural terrain being paramount to the experience of the bike rider, and therefore critical to the success of the development. The trail network will provide access along a slightly modified, natural environment where required to enable level ground for mountain bikes. Due to the minimal modifications to the land in the Landslide Hazard Area, the provision of the geotechnical report has not been requested as part of this Development Application.

The Applicant has provided a set of Standard Drawings which outline specific designs to mitigate the risk of landslide. The Standard Drawings will form part of the development approval as approved plans and documents. These incorporate design methods and landslide mitigation measures using Gabions, Rock Armouring and Matting for varying conditions. Development conditions for erosion control in accordance with the Standard Drawings will be implemented.

Acceptable Outcome AO2.1 – Development is located on the least steep part of the subject site.

Acceptable Outcome AO2.2 – Existing vegetation is retained on land with a slope of 15% or greater.

Acceptable Outcome AO2.3 –

Paths, driveways and roads:

(a) are designed to:

(i) follow natural contours and have the minimum length necessary; and

(ii) minimise the number of crossings of water courses and drainage lines; and

(b) be sealed with asphalt, concrete or another type of hardstand where traversing a slope greater than 10%; and

(c) do not traverse land with a slope exceeding 25%.

Performance Outcome PO2 -

Development on steep land incorporates measures to minimise landslide risk level for the development site and for areas immediately surrounding the development site without significantly altering the characteristics of the land.

The proposed development has sufficiently demonstrated how native vegetation will be retained where practical and bike tracks will follow the natural contours of the land with excavation and filling to be minimal. Further, the SARA have assessed the vegetation clearing components of the Development Application and have applied conditions to the Referral Agency Response relating to the maximum width of clearing for the shuttle road and bike trails. Overall, the development is intended to integrate with and maintain the existing landscape.

Township Zone Code

(1) The purpose of the township zone is to provide for:

- (a) small to medium size urban areas in a rural or coastal area; and
- (b) a variety of uses and activities to service local residents, including, for example, business, community, education, industrial, open space, recreation, residential or retail uses or activities; and
 (c) tourist attractions and short-term accommodation, if appropriate for the area.

An assessment against the relevant Acceptable Outcome and Performance Outcomes is set out below.

Performance Outcome PO1 –

The zone primarily accommodates low intensity residential development such as dwelling house on large sites.

The trail head site is partly located within the Township Zone. The trail head is a low-intensity development within close proximity to existing uses for community facilities and non-residential activities, such as the Finch Hatton RSL, QLD Ambulance Services and the Pioneer Valley Showgrounds, contributing to the achievement of a cohesive town centre.

Acceptable Outcome PO10.2 -

In Finch Hatton, development provides a road connection between Bagley Street and Matthew Street.

Performance Outcome PO10 -

In Conningsby, Farleigh and Finch Hatton, development:

(a) completes the internal road network by providing through connections between existing roads; and (b) provides direct access to properties from the internal road network and not from State controlled roads.

Acceptable Outcome PO10.1 and Performance Outcome PO10 are both proposed to be removed under the Mackay Region Planning Scheme – Proposed Major Amendment 3. Given this, no weight has been given to these provisions for the purposes of this application.

Other Relevant Matters related to Assessment

Mackay Region Planning Scheme 2017 – Major amendment 3 (Finch Hatton and Eungella township amendment)

The purpose of the Proposed Amendment is to better facilitate development opportunities in Finch Hatton that will support the Mackay Region Mountain Bike Strategy.

This development proposal is not in conflict with the proposed Planning Scheme Amendment.

Public Notification and Submissions

Public Notification was undertaken in accordance with section 17.2 of the Development Assessment Rules, with three submissions considered Properly Made and two submissions considered Not Properly Made. Planning matters raised from all submissions were addressed as set out below.

Matter raised Submissions	How matters were dealt with in reaching the Decision
Proposal does not include a child's playground	 <u>Applicant's Response</u>: It is noted that the proposed development is for a series of Mountain Bike trails. As such, the facilities provided at the trailhead are in support of this endeavor. The trailhead has been designed to cater for the community. The following facilities are proposed: Pump track Picnic tables and shelters Plaza area and bench seating Amenities block Sweeping grass areas intended to be utilised as an event space, noting these spaces would be used for picnics, ball games and the like outside of event days.
	<u>Assessing Officer Response</u> : Agree with Applicant's response. In addition, it is noted that there is an existing Playground across the road about 170m distance from the trail head.
Available rentals converted to Air BnB accommodation, resulting in Township becoming unpopulated during times of no Mountain Bike visitors	<u>Applicant's Response</u> : The Planning Scheme regulates Short-term Accommodation and Home-based Business for a Bed and Breakfast. A Short-term Accommodation use in a township or Rural zone would require a Code Assessable Development Application.
	Whilst an increase in these accommodation types may occur, it is likely they will be subject to a Development Application and assessed by Council. All Development Applications are assessed on their individual merits and on a case-by-case basis, allowing Council to maintain an element of control over development in the township.
	Assessing Officer Response: Agree with Applicant's response.
Boundary encroachment into 1 Zahmel Street and 9 Bagley Street	<u>Applicant's Response</u> : It was identified during Public Notification that the site plan indicates the trail head will encroach onto 1 Zahmel Street and 9 Bagley Street. This has been identified as an inconsistency between the cadastral layers of MiMaps and the satellite imagery when it was overlayed with the site plan.
	The Applicant confirms that the proposed development will not impede upon 1 Zahmel Street or 9 Bagley Street and there will be a landscape buffer of 20m wide. An amended site plan was provided to Council on 24/11/22 to address this matter.
	Assessing Officer Response: Amended Plan received and considered to satisfy the Submitter's concern.
Adequate traffic management, car-parking and access	 <u>Applicant's Response</u>: A detailed Traffic Engineering and Carpark Report was provided which provides a full analysis of potential traffic impacts, carparking and access, with the following recommendations: New intersection entry from Mackay-Eungella Road (Anzac Parade); Car parking for 52 passenger vehicles in addition to allocated RV and trailer parking; and

	 Overflow parking available to the existing grassed area located south of the proposed car parking, which could accommodate over 100 parked vehicles under a managed approach during events. The Department of Transport and Main Roads (DTMR) has assessed the Development Application under the relevant State Codes and considered that the proposed access from Anzac Parade is of sufficient design and standard to support the proposed development.
	<u>Assessing Officer Response</u> : The Traffic Engineering and Carpark Report and the Referral Agency Response from DTMR have been reviewed by Council. The report is considered acceptable and development conditions are recommended to this effect.
Adequate Restroom Facilities	 <u>Applicant's Response</u>: The Applicant provided Council with an Environmental Authority Supporting Information Report. The report discusses the proposed wastewater treatment system which will be provided on the trailhead site. The proposed trailhead will provide the following amenities: One female shower One male shower One disabled toilet/ shower combined Three ambulant unisex toilets.
	The Report outlines that these facilities will be of a sufficient size and standard to manage the day-to-day operations of the trail. When events are held on site, additional, temporary facilities will be brought to site to allow for the additional demand.
	<u>Assessing Officer Response</u> : The Environmental Authority Supporting Information Report has been reviewed by Council. The report is considered acceptable and development conditions concerning the wastewater treatment system recommended.
Environmental concern: Weed and Pathogen Control	<u>Applicant's Response</u> : Biosecurity matters including weed and pathogen control are regulated under the <i>Environmental Protection Act 1994</i> and <i>Biosecurity Act 2014</i> , legislation the applicant is beholden to with regards to these matters.
	 The Environmental Assessment Report discusses various pathogens and biosecurity matters relevant to the subject site and the following recommendations have been extracted from Section 7.4 of the Report: Installation of bike and footwear cleaning stations at trail access points, and particularly between drainage catchments; Monitoring and inspections along all project areas, including any ancillary areas utilised during construction; Implementing necessary control measures, as outlined in the Department of Agriculture and Fisheries (DAF) weed fact sheets and or other relevant biosecurity management strategies when required; and Wash downs off site or at designated locations, with sediment control devices in place.
	A bike wash facility is provided for public use on site to assist with weed spread. Best practice as outlined within the recommendations of this report will be followed during construction and operation.

	<u>Assessing Officer Response</u> : The Environmental Assessment Report has been reviewed by Council and this report is considered acceptable. The <i>Environmental Protection Act 1994</i> and <i>Biosecurity Act 2014</i> applies to the Applicant in this regard.
	A bike wash facility forms part of the approved plans and will be provided as part of construction of the trail head.
Environmental concern: Vegetation clearing	 <u>Applicant's Response</u>: As part of the Development Application the applicant undertook the following actions: Engaged an environmental consultant to undertake an Environmental Assessment Report. This included both desktop and field observations. Obtained a s22A Relevant Purpose Determination with regards to vegetation clearing. The proposed development was referred to the Department of Natural Resources, Mines and Energy (DNRME) with regards to environmental matters. DNRME provided Referral Agency Conditions on 17 November 2022, confirming the proposed development complies with the relevant State Codes. Demonstrated adherence to Avoidance and Minimisation Principles (discussed within sections 6 and 7 of the Planning Report).
	Environmental Assessment Report (Appendix 10 of the Planning Report) outlining a series of recommendations.
	<u>Assessing Officer Response</u> : The Environmental Assessment Report has been reviewed by Council. The Report is considered acceptable and development is bound by Referral Agency conditions relating to vegetation clearing.
Environmental concern: Impacts upon Flora and Fauna	<u>Applicant's Response</u> : An Environmental Assessment Report was provided as part of the application material. An ecological and environmental field assessment was conducted. The following statements are extracted from the Environmental Assessment Report and summarise its findings:
	 No significant residual impacts for Matters of National Environmental Significance (MNES) are predicted no significant impacts are expected for regulated vegetation, wetlands and watercourses, endangered and vulnerable wildlife habitat, special least concern (nonmigratory) animal wildlife habitat, or to a waterway providing for passage of fish.
	In addition, the proposed development was referred to the DNRME who provided their Referral Agency conditions on 17 November 2022.
	Assessing Officer Response: The Environmental Assessment Report has been reviewed by Council. The Report is considered acceptable and development is bound by Referral Agency conditions.
Environmental concern: Bushfire and Emergency Management	<u>Applicant's Response</u> : The proposed development will result in ongoing trail maintenance including planned burns to reduce the overall risk. Within the National Park, the Queensland Parks and Wildlife Service (QPWS) and Finch Hatton Rural Fire Service implement planned burn programs and ongoing consultation between Council and QPWS will

	ensure that the risk is effectively managed. It is anticipated that trails would be closed during planned burns and during times where there is a high risk of bushfire. Emergency access vehicles will be able to access the trails via fire breaks.
	A layout of the park and access points will be relayed to emergency services once the trails are operational. Council intends to install fire breaks with the assistance of the Finch Hatton Rural Fire Service. A plan will be prepared showing locations of the fire breaks and will be added to Council's property management plan.
	Assessing Officer Response: The Environmental Assessment Report with regard to Bushfire Risk has been reviewed by Council.
	It is anticipated that the bike trails would not be in use during a bushfire event, the same as other public parks or nature reserves.
	A plan detailing fire management trails has been submitted and will form part of the approved plans and documentation. A recommended condition of approval requires the implementation and maintenance of the trails to minimise risk to users of the Mountain Bike Track.
	It is also noted that there is an Ambulance Station adjacent to the trail head should medical treatment be required.
Environmental concern: Erosion Control and Landslide Hazard	<u>Applicant's Response</u> : It is important to note that only the trails themselves will be located within the Landslide Hazard Overlay. No physical structures (i.e., building slabs, etc) are planned within these areas.
	 Erosion and landslide hazard management have been considered as part of this proposal. The Applicant has provided a suite of Standard Drawings which outline various construction methods. The Environmental Assessment Report discusses various methods of erosion control and landslide hazard mitigation methods. The following recommendations have been extracted from Section 7.5 of the Report: Implementing stability measures appropriate to the final trail design. Avoid disturbance to potentially sensitive regional ecosystems and ecotones.
	 Implementing drainage formation where there is a steep gradient. The out slope must be clear of obstruction to allow water to flow off the track.
	 The trail is to be built with curves – i.e. there are to be no straight sections on the trail exceeding 20 m. Where stones from within the corridor are displaced, these are to be
	 collected and used for potential features or drainage. Displaced timber is to be used as trail features. Any timber which has been cut is to be disguised or hidden from view of trail. All erosion control methods (drains, rock, and stone positions) are to
	be inspected prior to (where predictable) and after a heavy rain event.
	<u>Assessing Officer Response</u> : The Environmental Assessment Report has been reviewed by Council. Further, the Applicant provided a set of Standard Drawings which outline specific designs to mitigate the risk of

	landslide. The Report is considered acceptable, with the Report and Standard Drawings to form part of the approved plans and documentation.
	The trail will provide access along a slightly modified, natural environment where required to enable level ground for mountain bikes. Due to the minimal modifications to the land in the Landslide Hazard Area, the provision of the geotechnical report has not been requested as part of this Development Application.
Potential costs to Mackay Regional Council Ratepayers	<u>Applicants Response</u> : The proposed development represents a significant investment by Mackay Regional Council in the Finch Hatton township. The project has been independently costed and appropriately budgeted for. Council has identified an opportunity within its operational budget for 2-3 full-time staff to maintain the trails and trailhead. This will be accommodated in the Parks & Environment Program operational budget.
	Council at the latest Community Engagement session in November 2022 indicated that Stage 1 will be in the order of \$7M.
	Whilst the proposed development will have an upfront cost, it is anticipated that the return on investment will outweigh this upfront cost.
	 The potential benefits to the local and regional economy are discussed in more detail within the Mackay Region Mountain Bike Strategy and Section 6.1 of the Planning Report. The following statement is extracted: As a conservative assessment, it is estimated that there is potential to attract 18,000 visitors annually to the region for mountain biking as a result of the Eungella Finch Hatton Trail Town, generating a minimum of \$6.048 million new income annually (excluding flow on benefits and income from growth of local participation). When coupled with multipliers from additional night stays, expenditure by accompanying partners/ children the initial investment could see a significant return many times this. Blue Derby in Tasmania has estimated that they now see a \$30 million annual return on an initial investment of \$3.1 million.
	It is expected that the proposed development will have an ongoing benefit to the Finch Hatton township and that of the broader Mackay region.
	Assessing Officer Response: Agree with Applicant's response.

Levied Charges

The following Levied Charge as applicable to the proposal has been calculated in accordance with the Adopted Charges Resolution dated December 2020.

Section 120 of the *Planning Act 2016* provides that a levied charge may only be for additional demand placed upon trunk infrastructure that the development will generate. Although the site contains an Administration Building that was ancillary to the previous Cattle Creek Sugar Mill, it is noted that this building has been refurbished and will be utilised as part of the Pioneer Valley Mountain Bike Track for community purposes.

In accordance with the Mackay Region Planning Scheme, a Sugar Mill is defined as Special Industry and would attract a credit of \$75.60/m². This building is proposed to be retained as part of this Development Application and to be utilised for community purposes, with the applicable charge for Community Use also \$75.60m².

Therefore, a credit/charge has not been applied to this building with the additional demand calculated only on the impervious area to be constructed as part of the development. <u>Levied Charge Calculation</u>

Adopted Infrastructure Charge Category	Adopted Infrastructure Charge	Demand Units	No. of Demand Units	Gross Levied Charge Amount
Specialised uses (recreation facility)	\$81,000 Impervious Area (Less 20% service discount for no access to sewer)	\$10.80/m² Impervious Area	7,500m²	\$64,800.00
		Gross Levied Ch Total	narge Amount	\$64,800.00

Net Levied Charge Summary

Gross Levied Charge Amount Total	Applied Credit Amount Total	Net Levied Charge Amount
\$64,800.00	\$0.00	\$64,800.00

Offsets/ and Refunds

No offsets or refunds are applicable to this application.

NET LEVIED CHARGE AMOUNT - \$64,800.00 + annual adjustments

Statement of Reasons

1. <u>Reasons for the Decision</u>

The reasons for this decision are that the proposed development is generally consistent with the relevant provisions of the following codes of the Mackay Region Planning Scheme:

- Agricultural Land Overlay Code
- Biodiversity Overlay Code
- Bushfire Hazard Overlay Code
- Landscape Character and Image Corridor Overlay Code
- Landslide Hazard Overlay Code
- Regional Infrastructure Overlay Code
- Township Zone Code
- Special Purpose Zone Code
- Rural Zone Code; and
- General Development Requirements Code
- 2. Assessment Benchmarks Applying to the Development

Benchmarks Applying to the Development	Benchmark Reference
Mackay Region Planning Scheme (MRPS) 2017	Agricultural Land Overlay Code 8.2.2.3.A
Version 4.0	Biodiversity Overlay Code 8.2.4.3.A
	Bushfire Hazard Overlay Code 8.2.5.3.A
	Landscape Character and Image Corridor Overlay Code
	8.2.9.3.A

Landslide Hazard Overlay Code 8.2.10.3.A
Regional Infrastructure Overlay Code 8.2.11.3.A
Township Zone Code 6.2.23.3.A
Special Purpose Zone Code 6.2.19.3.A
Rural Zone Code 6.2.17.3.A
General Development Requirements Code 9.4.1.3.A

3. <u>Compliance with Benchmarks</u>

Benchmark Reference	Reasons for the Approval despite non-compliance with Benchmark
Agricultural Land Overlay Code 8.2.2.3.A	The development area contains fragments of mapped Agricultural Land (both Class A and B and Locally Important Agricultural Areas). Although the proposal does not incorporate agricultural activities, it is considered that the construction of a Mountain Bike Park will create larger economic, environmental, and social benefits to the Mackay region. Further, due to the unique landscape required for a Mountain Bike Park, the development proposes minimal disturbance of the earth and natural elements with no requirement for an Operational Works Permit. Therefore, the possibility of the land being used for agricultural purposes will not be undermined by the proposed development if the land was ever to return to agricultural use.
Landslide Hazard Overlay Code 8.2.10.3.A	There is no built form on land identified by the Landslide Hazard Area.
	The Mountain Bike Trail Network is located within the Landslide Hazard Area, however the natural formation of the land is to be retained wherever practical, with the natural terrain being paramount to the experience of the bike rider, and therefore critical to the success of the development.
	The Applicant has provided a set of Standard Drawings which outline specific designs to mitigate the risk of landslide. The Standard Drawings will form part of the development approval as approved plans. These incorporate design methods and landslide mitigation measures using Gabions, Rock Armouring and Matting, etc. Development conditions for Erosion Control, in accordance with the Standard Drawings will be implemented.
	The proposed development has sufficiently demonstrated how native vegetation will be retained where practical and bike tracks will follow the natural contours of the land with excavation and filling to be minimal. Overall, the development is intended to integrate with and maintain the existing landscape.
Township Zone Code 6.2.23.3.A	The trail head site is located within the Township Zone. The trail head is a low-intensity development within close proximity to existing uses for community facilities and non-

residential activities, such as the Finch Hatton RSL, QLD
Ambulance Services and the Pioneer Valley
Showgrounds, contributing to the achievement of a
cohesive town centre.

Consultation and Communication

See public notification and submissions section of this report.

Resource Implications

There are no resource implications for Council arising from this proposal.

Risk Management Implications

There is a risk that an appeal could be lodged by the Applicant or a submitter against Council's decision. This would give rise to cost implications, as Council would be required to participate in any appeal proceedings.

Conclusion

The reports and plans provided by the Applicant demonstrate that the proposed development will not have a detrimental impact on adjoining residents. The proposed development has been assessed against the Planning Scheme and all relevant assessment criteria. The Applicant has provided technical assessments in relation to drainage, stormwater management and on-site wastewater, and the resulting design of the development will ensure that the amenity of the surrounding area will not be adversely affected by the proposed development.

It is therefore recommended that the proposed development be approved subject to conditions.

Officer's Recommendation

THAT Council approves DA-2022-155 for a Material Change of Use (Development Permit) for an Undefined Use (Pioneer Mountain Bike Track – Stage 1) located at L 11 Anzac Parade, L 21 Matthew Street, 17 Letchford Street, L 20 Zahmel Street and 101 Drew Street, Finch Hatton, formally described as Lot 11 on SP212243, Lot 21 on SP212248, Lot 1 on RP723999, Lot 20 on SP212248 and Lot 125 on Cl2822, subject to the following conditions and Assessment Manager's Advice:

1. Plan of Development

The approved Material Change of Use for Undefined Use (Pioneer Valley Mountain Bike Track – Stage 1) development must be completed and maintained generally in accordance with the Plan of Development (identified in the Table below) and supporting documentation which forms part of this application, except as otherwise specified by any condition of this approval.

Plan/Document Name	Drawing Number	Prepared by	Date
Illustrative Site Plan	721-0104-00-L-02-DR02	Mackay Regional	24/11/2022
	Rev. 03	Council	
Stage 1 Trail Alignment Plans	Drawing 1 of 4	Mackay Regional	-
		Council	
Stage 1 Trail Alignment Plans	Drawing 2 of 4	Mackay Regional	-
		Council	
Stage 1 Trail Alignment Plans	Drawing 3 of 4	Mackay Regional	-
		Council	
Stage 1 Trail Alignment Plans	Drawing 4 of 4	Mackay Regional	-

Plan/Document Name	Drawing Number	Prepared by	Date
		Council	
Finch Hatton Trail Alignment Staging Plan	Drawing 1 of 1	Mackay Regional Council	-
Fire Management Lines	-	Mackay Regional Council	-
	Landscape Plans		
Title Sheet, Sheet Layout Plan and Drawing Schedule	721-0104-00-L-02-DR100 rev 03	Tract	12/04/2022
Legend	721-0104-00-L-02-DR101 rev 03	Tract	12/04/2022
Materials and Finishes Schedule and Planting Schedules	721-0104-00-L-02-DR102 Rev 03	Tract	12/04/2022
General Landscape Notes - Sheet 1	721-0104-00-L-02-DR103 Rev 01	Tract	12/04/2022
General Landscape Notes - Sheet 2	721-0104-00-L-02-DR104 rev 01	Tract	12/04/2022
General Landscape Notes - Sheet 3	721-0104-00-L-02-DR105 Rev 01	Tract	12/04/2022
Surface Finishes Plan - Sheet 1	721-0104-00-L-02-DR301 Rev 03	Tract	12/04/2022
Surface Finishes Plan - Sheet 2	721-0104-00-L-02-DR303 Rev 03	Tract	12/04/2022
Surface Finishes Plan - Sheet 4	721-0104-00-L-02-DR304 Rev 03	Tract	12/04/2022
Surface Finishes Plan - Sheet 5	721-0104-00-L-02-DR305 Rev 03	Tract	12/04/2022
Jointing Plan - Sheet 1	721-0104-00-L-02-DR401 Rev 01	Tract	12/04/2022
Jointing Plan - Sheet 2	721-0104-00-L-02-DR402 Rev 01	Tract	12/04/2022
Jointing Plan - Sheet 3	721-0104-00-L-02-DR404 Rev 01	Tract	12/04/2022
Planting Plan - Sheet 1	721-0104-00-L-02-DR601 Rev 02	Tract	12/04/2022
Planting Plan - Sheet 2	721-0104-00-L-02-DR602 Rev 02	Tract	12/04/2022
Planting Plan - Sheet 3	721-0104-00-L-02-DR603 Rev 02	Tract	12/04/2022
Planting Plan - Sheet 4	721-0104-00-L-02-DR604 Rev 02	Tract	12/04/2022
Planting Plan - Sheet 5	721-0104-00-L-02-DR605 Rev 02	Tract	12/04/2022
Landscape Details - Sheet 1	721-0104-00-L-02-DR901 Rev 03	Tract	12/04/2022
Landscape Details - Sheet 2	721-0104-00-L-02-DR902 Rev 02	Tract	12/04/2022
Landscape Details - Sheet 3	721-0104-00-L-02-DR903 Rev 02	Tract	12/04/2022
Title Sheet, Sheet Layout Plan and Drawing Schedule	721-0104-00-L-02-DR100 rev 03	Tract	12/04/2022

Plan/Document Name	Drawing Number	Prepared by	Date
Framing Plan member Schedule	STP21-0303 Dwg No. S.005 rev A	STP	22/02/2021
Footing Details	STP21-0303 Dwg No. S.006 rev A	STP	22/02/2021
Framing details	STP21-0303 Dwg No. S.007 rev A	STP	22/02/2021
Boulder Rock Crossing	WTMSTD-006-PNR Rev A	World Trail	22/02/2021
Rock Armouring	WTMSTD-007-PNR Rev B	World Trail	22/02/2021
Trail Widening – Gabion Support placement and Dimensions	WTMSTD-010-PNR Rev A	World Trail	22/02/2021
Raised Embankment Placement	WTMSTD-029-PNR Rev A	World Trail	22/02/2021
Raised Trail Tree Root Protection	WTMSTD-049-PNR Rev A	World Trail	22/02/2021
Vegetation Clearing	WTMSTD-033-PNR Rev B	World Trail	22/02/2021
Rock Walling – Up to 500mm	WTMSTD-034-PNR Rev B	World Trail	22/02/2021
Ballast Surfacing Placement	WTMSTD-045-PNR Rev A	World Trail	22/02/2021
Adjustable Rock Matting 1000mm	WTMSTD-051-PNR Rev A	World Trail	22/02/2021
Rock retaining Wall Up to 1000mm	WTMSTD-004-PNR Rev A	World Trail	22/02/2021
Sediment Control – Fibre Rolls Placement	WTMSTD-040-PNR Rev A	World Trail	22/02/2021
Sediment Control – Silt Fence Placement	WTMSTD-041-PNR Rev A	World Trail	22/02/2021
Sediment Control – Silt Fence Notes	WTMSTD-042-PNR Rev A	World Trail	22/02/2021
Imported Trail Surfacing Trail Surface Treatment	WTMSTD-063-PNR Rev A	World Trail	22/02/2021
Trail Sections – Mtb Green Classification	WTMSTD-057-PNR Rev A	World Trail	22/02/2021
Trails Sections – Mtb Green/Blue Classification	WTMSTD-058-PNR Rev A	World Trail	22/02/2021
Trail Sections – Mtb Blue Classification	WTMSTD-059-PNR Rev A	World Trail	22/02/2021
Trail Sections – Mtb Blue/Black Square Classification	WTMSTD-060-PNR Rev A	World Trail	22/02/2021
Trail Sections – Mtb Black Triangle Classification	WTMSTD-061-PNR Rev A	World Trail	22/02/2021

Supporting Documents:

Plan/Document Name	Drawing Number	Prepared by	Date
Traffic Engineering and Carpark Report	S4 Rev A	GHD	12/07/2022
Engineering Report	S4 Rev B	GHD	18/07/2022
Stormwater Management Plan	S4 Rev O	GHD	31/10/2022

Revised Environmental	511493 Rev 0	Aurecon	08/08/2022
Assessment Report (Stage 1			
Trails)			

2. Compliance with Conditions

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

3. Maintenance of Development

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

4. Conflict between plans and written conditions

Where a discrepancy or conflict exists between the written conditions of the approval and the approved plans, the requirements of the written conditions will prevail.

5. Damage

The developer is responsible for the repair of any damage that is caused to Council's infrastructure as a result of the construction works associated with the proposed development. The developer must make any damage safe and then notify Council immediately. Council will make the decision as to who will carry out the rectification works and the timing for the completion of those works.

6. Compliance with Council Standards

All design and construction for the development must be in accordance with Council's Policies, Planning Scheme Policies, Standard Drawings and Standard Construction Specifications.

7. Notice of Intention to Commence the Use

Prior to the commencement of the use on the site, written notice must be given to Council that the use (development and / or works) fully complies with the decision notice issued in respect of the use (please see attached notice for your completion and return to <u>development.services@mackay.qld.gov.au</u>).

8. Ponding and Diversion of Stormwater

The developer must ensure that no ponding of stormwater resulting from the development occurs on adjacent sites and that no stormwater formerly flowing onto the site is diverted onto other sites.

9. Stormwater Drainage

Prior to use, stormwater from the site shall be collected within the property boundaries and discharged via an underground system to the discharge points as shown in the engineering report prepared by GHD dated 18 July 2022. Stormwater flow to the discharge point must be restricted to predevelopment flow rate. Stormwater flow exceeding the allowed flow must be detained on site.

10. Car Parking Requirements

The car parking area must be constructed, sealed, line marked and drained for a minimum of 52 car parking spaces including two car parking spaces for people with disabilities. This shall be undertaken

generally in accordance with the approved Stormwater Drainage Strategy and the Traffic Engineering and Carpark Report.

The car parking must be designed in accordance with AS/NZS2890.1:2004 Parking facilities Part 1: Offstreet car parking and AS/NZS2890.6:2009 Parking facilities Part 6: Off-street parking for people with disabilities.

The car park must be lit in accordance with AS/NZS1680.2.1:2008 Interior and workplace lighting and AS/NZS1158.3.1:2005 Lighting for roads and public spaces.

Any car park lighting and other outdoor lighting must comply with AS 4282-1997 Control of the obtrusive effects of outdoor lighting.

11. Control of Light Spill

External lighting must be designed, baffled and located so as to prevent any adverse effect on adjoining land to the satisfaction of the responsible authority.

12. Parking Signs and Pavement Markings

Signage and pavement markings must be provided directing drivers to the car parking.

13. Use of Car Parking Areas

The areas set aside for parking, vehicle manoeuvring and loading and unloading, must not be used for the storage or placement of goods or materials.

14. Vehicle Manoeuvring

The car parking area must be designed to ensure all vehicles enter and exit the site in a forward manner when leaving the property.

15. Existing Services

The proposed development must connect Lot 11 SP212243 to the existing reticulated water services provided to the subject site. The plan showing the proposed water connection and meter location must be submitted prior to commencement of use.

16. Live Connections

Council's Water and Waste Services Department is to carry out all water connection and live sewer work to connect Lot 11 SP212243 at the developer's expense.

17. On-site wastewater

The method of on-site effluent disposal for the trail head location on Lot 11 SP212243 must be in accordance with the *Plumbing and Drainage Act 2018*.

Details of the wastewater treatment system to be installed must be in accordance with the approved Section 4.2.4 of the Engineering Report, prepared by GHD dated 18 July 2022, Revision B.

18. Direct Pumping from Reticulation System (Break Tanks)

Pumping direct from Council water mains for potable or firefighting supply is not permitted and, if required,

break tanks must be installed in accordance with Council's Water and Waste Services Department and Fire Authority requirements.

19. Electricity and Telecommunications Services

Lot 11 SP212243 must be provided with electricity and telecommunications infrastructure.

20. Landscape Plan Required

Landscaping needs to be undertaken in accordance with the approved Landscaping Plans. Prior to construction works commencing the Irrigation System details need to be approved by Council's Parks and Environment Department.

21. Completion of Landscaping

All of the landscaping works shown on the approved plan must be completed before the commencement of the use on the site and be maintained at all times.

22. General Amenity Provision

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

- a) Transport of materials, goods or commodities to or from the subject site;
- b) Appearance of any building, works or materials;
- c) Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil;
- d) Presence of vermin; and
- e) The locating of all service equipment, lighting, and air-conditioning units as to not cause nuisance to neighbouring properties.
- 23. Nuisance or Annoyance

The use must be conducted in such a manner so as not to cause nuisance or annoyance to persons or property not associated with the use.

24. Refuse Storage Area

All refuse storage areas on the site must be screened so as not to be visible from Anzac Parade (Mackay-Eungella Road), Finch Hatton and adjoining properties.

25. Event Management

Before holding an event at the site, the developer must:

a) Obtain a Temporary Event Permit under Local Law No. 1 (Administration) 2011 and Subordinate Local Law No. 1.12 (Operating of Temporary Entertainment Event) a minimum of forty days prior to each event.

Or alternatively,

b) Submit an Event Management Plan should sufficient detail be known on the number of events to occur each year, the number of attendees and how these events will be managed. The Event Management Plan is to be submitted a minimum of forty days prior to the first event. The details

provided within the Event Management Plan are to generally align with Council's Temporary Entertainment Events – Guide for Applicants for Local Law No. 1 (Administration) 2011 and Subordinate Local Law No. 1.12 (Operating of Temporary Entertainment Event);

- c) Obtain approval for the Event Management Plan. This document will form part of the table of approved plans and documents; and
- d) Implement the recommendations of the Event Management Plan.

26. Maintenance of Bushfire Trails

The bushfire trails must be implemented and maintained at all times to a standard to minimise bushfire risk to users of the mountain bike tracks generally in accordance with the approved plans.

27. Erosion and Sediment Control

Soil and water management measures must be installed/implemented prior to discharge of water from the land, such that no external stormwater flow from the land adversely affects surrounding or downstream properties (in accordance with the requirements of the Environmental Protection Act 1994, and Council's Planning Scheme Policies).

28. Site Filling

Filling on site must be generally in accordance with the earthworks plans contained within the Engineering Report prepared by GHD and dated 18 July 2022. Filling of other parts of the site must be limited to the minimum amount necessary to enable the site to be free draining.

ASSESSMENT MANAGER'S ADVICE

1. Local Laws

The approved development must also comply with Council's current Local Laws under the *Local Government Act 2009*.

2. Hours of Work

It is the applicant/owner's responsibility to ensure compliance with Section 440R of the *Environmental Protection Act 1994*, which prohibits any construction, building and earthworks activities likely to cause audible noise (including the entry and departure of heavy vehicles) between the hours of 6:30pm and 6:30am from Monday to Saturday and at all times on Sundays or Public Holidays.

3. Dust Control

It is the applicant/owner's responsibility to ensure compliance with Section 319 General Environmental Duty of the *Environmental Protection Act 1994*, which prohibits unlawful environmental nuisance caused by dust, ash, fumes, light, odour or smoke beyond the boundaries of the property during all stages of the development including earthworks and construction

4. Sedimentation Control

It is the applicant/owner's responsibility to ensure compliance with Chapter 8, Part 3C of the *Environmental Protection Act 1994* to prevent soil erosion and contamination of the stormwater drainage system and waterways.

5. Noise During Construction and Noise in General

It is the applicant/owner's responsibility to ensure compliance with Chapter 8, Part 3B of the *Environmental Protection Act 1994*.

6. General Safety of Public During Construction

It is the principal contractor's responsibility to ensure compliance with Section 19 (2) of the *Work Health and Safety Act 2011*. Section 19 (2) states that a person conducting a business or undertaking must ensure that the health and safety of other persons is not put at risk from work carried out as part of the conduct of the business or undertaking. It is the responsibility of the person in control of the workplace to ensure compliance with Section 20 (2) of the *Work Health and Safety Act 2011*. Sections 20 (2) states that the person in control of the workplace is obliged to ensure that the means of entering and exiting the workplace and anything arising from the workplace are without risks to the health and safety of any person.

7. Contaminated Land

It is strictly the applicant/owner's responsibility to source information regarding contaminated land from the Department of Environment and Heritage Protection, Contaminated Land Section as Council has not conducted detailed studies and does not hold detailed information pertaining to contaminated land.

Cr Jones declared a Declared conflict of interest in this matter (as per Chapter 5B of the Local Government Act 2009) and left the meeting at 11:21 am.

Cr Seymour declared a Declared conflict of interest in this matter (as per Chapter 5B of the Local Government Act 2009) and left the meeting at 11:21 am.

Council Resolution ORD-2023-015

THAT Council approves DA-2022-155 for a Material Change of Use (Development Permit) for an Undefined Use (Pioneer Mountain Bike Track – Stage 1) located at L 11 Anzac Parade, L 21 Matthew Street, 17 Letchford Street, L 20 Zahmel Street and 101 Drew Street, Finch Hatton, formally described as Lot 11 on SP212243, Lot 21 on SP212248, Lot 1 on RP723999, Lot 20 on SP212248 and Lot 125 on Cl2822, subject to the following conditions and Assessment Manager's Advice:

1. Plan of Development

The approved Material Change of Use for Undefined Use (Pioneer Valley Mountain Bike Track – Stage 1) development must be completed and maintained generally in accordance with the Plan of Development (identified in the Table below) and supporting documentation which forms part of this application, except as otherwise specified by any condition of this approval.

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Stage 1 Trail Alignment Plans	Drawing 1 of 4	Mackay Regional Council	-
Stage 1 Trail Alignment Plans	Drawing 2 of 4	Mackay Regional Council	-
Stage 1 Trail Alignment Plans	Drawing 3 of 4	Mackay Regional Council	-
Stage 1 Trail Alignment Plans	Drawing 4 of 4	Mackay Regional	-

Plan/Document Name	Drawing Number	Prepared by	Date
		Council	
Finch Hatton Trail Alignment Staging Plan	Drawing 1 of 1	Mackay Regional Council	-
Fire Management Lines	-	Mackay Regional Council	-
	Landscape Plans		
Title Sheet, Sheet Layout Plan and Drawing Schedule	721-0104-00-L-02-DR100 rev 03	Tract	12/04/2022
Legend	721-0104-00-L-02-DR101 rev 03	Tract	12/04/2022
Materials and Finishes Schedule and Planting Schedules	721-0104-00-L-02-DR102 Rev 03	Tract	12/04/2022
General Landscape Notes - Sheet 1	721-0104-00-L-02-DR103 Rev 01	Tract	12/04/2022
General Landscape Notes - Sheet 2	721-0104-00-L-02-DR104 rev 01	Tract	12/04/2022
General Landscape Notes - Sheet 3	721-0104-00-L-02-DR105 Rev 01	Tract	12/04/2022
Surface Finishes Plan - Sheet 1	721-0104-00-L-02-DR301 Rev 03	Tract	12/04/2022
Surface Finishes Plan - Sheet 2	721-0104-00-L-02-DR303 Rev 03	Tract	12/04/2022
Surface Finishes Plan - Sheet 4	721-0104-00-L-02-DR304 Rev 03	Tract	12/04/2022
Surface Finishes Plan - Sheet 5	721-0104-00-L-02-DR305 Rev 03	Tract	12/04/2022
Jointing Plan - Sheet 1	721-0104-00-L-02-DR401 Rev 01	Tract	12/04/2022
Jointing Plan - Sheet 2	721-0104-00-L-02-DR402 Rev 01	Tract	12/04/2022
Jointing Plan - Sheet 3	721-0104-00-L-02-DR404 Rev 01	Tract	12/04/2022
Planting Plan - Sheet 1	721-0104-00-L-02-DR601 Rev 02	Tract	12/04/2022
Planting Plan - Sheet 2	721-0104-00-L-02-DR602 Rev 02	Tract	12/04/2022
Planting Plan - Sheet 3	721-0104-00-L-02-DR603 Rev 02	Tract	12/04/2022
Planting Plan - Sheet 4	721-0104-00-L-02-DR604 Rev 02	Tract	12/04/2022
Planting Plan - Sheet 5	721-0104-00-L-02-DR605 Rev 02	Tract	12/04/2022
Landscape Details - Sheet 1	721-0104-00-L-02-DR901 Rev 03	Tract	12/04/2022
Landscape Details - Sheet 2	721-0104-00-L-02-DR902 Rev 02	Tract	12/04/2022
Landscape Details - Sheet 3	721-0104-00-L-02-DR903 Rev 02	Tract	12/04/2022
Title Sheet, Sheet Layout Plan	721-0104-00-L-02-DR100	Tract	12/04/2022

Plan/Document Name	Drawing Number	Prepared by	Date
and Drawing Schedule	rev 03		
	Standard Drawings		·
Framing Plan member Schedule	STP21-0303 Dwg No. S.005 rev A	STP	22/02/2021
Footing Details	STP21-0303 Dwg No. S.006 rev A	STP	22/02/2021
Framing details	STP21-0303 Dwg No. S.007 rev A	STP	22/02/2021
Boulder Rock Crossing	WTMSTD-006-PNR Rev A	World Trail	22/02/2021
Rock Armouring	WTMSTD-007-PNR Rev B	World Trail	22/02/2021
Trail Widening – Gabion Support placement and Dimensions	WTMSTD-010-PNR Rev A	World Trail	22/02/2021
Raised Embankment Placement	WTMSTD-029-PNR Rev A	World Trail	22/02/2021
Raised Trail Tree Root Protection	WTMSTD-049-PNR Rev A	World Trail	22/02/2021
Vegetation Clearing	WTMSTD-033-PNR Rev B	World Trail	22/02/2021
Rock Walling – Up to 500mm	WTMSTD-034-PNR Rev B	World Trail	22/02/2021
Ballast Surfacing Placement	WTMSTD-045-PNR Rev A	World Trail	22/02/2021
Adjustable Rock Matting 1000mm	WTMSTD-051-PNR Rev A	World Trail	22/02/2021
Rock retaining Wall Up to 1000mm	WTMSTD-004-PNR Rev A	World Trail	22/02/2021
Sediment Control – Fibre Rolls Placement	WTMSTD-040-PNR Rev A	World Trail	22/02/2021
Sediment Control – Silt Fence Placement	WTMSTD-041-PNR Rev A	World Trail	22/02/2021
Sediment Control – Silt Fence Notes	WTMSTD-042-PNR Rev A	World Trail	22/02/2021
Imported Trail Surfacing Trail Surface Treatment	WTMSTD-063-PNR Rev A	World Trail	22/02/2021
Trail Sections – Mtb Green Classification	WTMSTD-057-PNR Rev A	World Trail	22/02/2021
Trails Sections – Mtb Green/Blue Classification	WTMSTD-058-PNR Rev A	World Trail	22/02/2021
Trail Sections – Mtb Blue Classification	WTMSTD-059-PNR Rev A	World Trail	22/02/2021
Trail Sections – Mtb Blue/Black Square Classification	WTMSTD-060-PNR Rev A	World Trail	22/02/2021
Trail Sections – Mtb Black Triangle Classification	WTMSTD-061-PNR Rev A	World Trail	22/02/2021

Supporting Documents:

Plan/Do	cument Name		Drawing Number	Prepared by	Date
Traffic Carpark	Engineering Report	and	S4 Rev A	GHD	12/07/2022

Engineering Report	S4 Rev B	GHD	18/07/2022
Stormwater Management Plan	S4 Rev O	GHD	31/10/2022
Revised Environmental Assessment Report (Stage 1 Trails)	511493 Rev 0	Aurecon	08/08/2022

2. Compliance with Conditions

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

3. Maintenance of Development

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

4. Conflict between plans and written conditions

Where a discrepancy or conflict exists between the written conditions of the approval and the approved plans, the requirements of the written conditions will prevail.

5. Damage

The developer is responsible for the repair of any damage that is caused to Council's infrastructure as a result of the construction works associated with the proposed development. The developer must make any damage safe and then notify Council immediately. Council will make the decision as to who will carry out the rectification works and the timing for the completion of those works.

6. Compliance with Council Standards

All design and construction for the development must be in accordance with Council's Policies, Planning Scheme Policies, Standard Drawings and Standard Construction Specifications.

7. Notice of Intention to Commence the Use

Prior to the commencement of the use on the site, written notice must be given to Council that the use (development and / or works) fully complies with the decision notice issued in respect of the use (please see attached notice for your completion and return to <u>development.services@mackay.gld.gov.au</u>).

8. Ponding and Diversion of Stormwater

The developer must ensure that no ponding of stormwater resulting from the development occurs on adjacent sites and that no stormwater formerly flowing onto the site is diverted onto other sites.

9. Stormwater Drainage

Prior to use, stormwater from the site shall be collected within the property boundaries and discharged via an underground system to the discharge points as shown in the engineering report prepared by GHD dated 18 July 2022. Stormwater flow to the discharge point must be restricted to

predevelopment flow rate. Stormwater flow exceeding the allowed flow must be detained on site.

10. Car Parking Requirements

The car parking area must be constructed, sealed, line marked and drained for a minimum of 52 car parking spaces including two car parking spaces for people with disabilities. This shall be undertaken generally in accordance with the approved Stormwater Drainage Strategy and the Traffic Engineering and Carpark Report.

The car parking must be designed in accordance with AS/NZS2890.1:2004 Parking facilities Part 1: Off-street car parking and AS/NZS2890.6:2009 Parking facilities Part 6: Off-street parking for people with disabilities.

The car park must be lit in accordance with AS/NZS1680.2.1:2008 Interior and workplace lighting and AS/NZS1158.3.1:2005 Lighting for roads and public spaces.

Any car park lighting and other outdoor lighting must comply with AS 4282-1997 Control of the obtrusive effects of outdoor lighting.

11. Control of Light Spill

External lighting must be designed, baffled and located so as to prevent any adverse effect on adjoining land to the satisfaction of the responsible authority.

12. Parking Signs and Pavement Markings

Signage and pavement markings must be provided directing drivers to the car parking.

13. Use of Car Parking Areas

The areas set aside for parking, vehicle manoeuvring and loading and unloading, must not be used for the storage or placement of goods or materials.

14. Vehicle Manoeuvring

The car parking area must be designed to ensure all vehicles enter and exit the site in a forward manner when leaving the property.

15. Existing Services

The proposed development must connect Lot 11 SP212243 to the existing reticulated water services provided to the subject site. The plan showing the proposed water connection and meter location must be submitted prior to commencement of use.

16. Live Connections

Council's Water and Waste Services Department is to carry out all water connection and live sewer work to connect Lot 11 SP212243 at the developer's expense.

17. On-site wastewater

The method of on-site effluent disposal for the trail head location on Lot 11 SP212243 must be in accordance with the *Plumbing and Drainage Act 2018*.

Details of the wastewater treatment system to be installed must be in accordance with the approved Section 4.2.4 of the Engineering Report, prepared by GHD dated 18 July 2022, Revision B.

18. Direct Pumping from Reticulation System (Break Tanks)

Pumping direct from Council water mains for potable or firefighting supply is not permitted and, if required, break tanks must be installed in accordance with Council's Water and Waste Services Department and Fire Authority requirements.

19. Electricity and Telecommunications Services

Lot 11 SP212243 must be provided with electricity and telecommunications infrastructure.

20. Landscape Plan Required

Landscaping needs to be undertaken in accordance with the approved Landscaping Plans. Prior to construction works commencing the Irrigation System details need to be approved by Council's Parks and Environment Department.

21. Completion of Landscaping

All of the landscaping works shown on the approved plan must be completed before the commencement of the use on the site and be maintained at all times.

22. General Amenity Provision

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

- a) Transport of materials, goods or commodities to or from the subject site;
- b) Appearance of any building, works or materials;
- c) Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil;
- d) Presence of vermin; and
- e) The locating of all service equipment, lighting, and air-conditioning units as to not cause nuisance to neighbouring properties.
- 23. Nuisance or Annoyance

The use must be conducted in such a manner so as not to cause nuisance or annoyance to persons or property not associated with the use.

24. Refuse Storage Area

All refuse storage areas on the site must be screened so as not to be visible from Anzac Parade (Mackay-Eungella Road), Finch Hatton and adjoining properties.

25. Event Management

Before holding an event at the site, the developer must:

a) Obtain a Temporary Event Permit under Local Law No. 1 (Administration) 2011 and Subordinate Local Law No. 1.12 (Operating of Temporary Entertainment Event) a minimum of

forty days prior to each event.

Or alternatively,

- b) Submit an Event Management Plan should sufficient detail be known on the number of events to occur each year, the number of attendees and how these events will be managed. The Event Management Plan is to be submitted a minimum of forty days prior to the first event. The details provided within the Event Management Plan are to generally align with Council's Temporary Entertainment Events – Guide for Applicants for Local Law No. 1 (Administration) 2011 and Subordinate Local Law No. 1.12 (Operating of Temporary Entertainment Event);
- c) Obtain approval for the Event Management Plan. This document will form part of the table of approved plans and documents; and
- d) Implement the recommendations of the Event Management Plan.
- 26. Maintenance of Bushfire Trails

The bushfire trails must be implemented and maintained at all times to a standard to minimise bushfire risk to users of the mountain bike tracks generally in accordance with the approved plans.

27. Erosion and Sediment Control

Soil and water management measures must be installed/implemented prior to discharge of water from the land, such that no external stormwater flow from the land adversely affects surrounding or downstream properties (in accordance with the requirements of the Environmental Protection Act 1994, and Council's Planning Scheme Policies).

28. Site Filling

Filling on site must be generally in accordance with the earthworks plans contained within the Engineering Report prepared by GHD and dated 18 July 2022. Filling of other parts of the site must be limited to the minimum amount necessary to enable the site to be free draining.

ASSESSMENT MANAGER'S ADVICE

1. Local Laws

The approved development must also comply with Council's current Local Laws under the *Local Government Act 2009*.

2. Hours of Work

It is the applicant/owner's responsibility to ensure compliance with Section 440R of the *Environmental Protection Act 1994*, which prohibits any construction, building and earthworks activities likely to cause audible noise (including the entry and departure of heavy vehicles) between the hours of 6:30pm and 6:30am from Monday to Saturday and at all times on Sundays or Public Holidays.

3. Dust Control

It is the applicant/owner's responsibility to ensure compliance with Section 319 General Environmental Duty of the *Environmental Protection Act 1994*, which prohibits unlawful environmental nuisance caused by dust, ash, fumes, light, odour or smoke beyond the boundaries of the property during all stages of the development including earthworks and construction

4. Sedimentation Control

It is the applicant/owner's responsibility to ensure compliance with Chapter 8, Part 3C of the *Environmental Protection Act 1994* to prevent soil erosion and contamination of the stormwater drainage system and waterways.

5. Noise During Construction and Noise in General

It is the applicant/owner's responsibility to ensure compliance with Chapter 8, Part 3B of the *Environmental Protection Act 1994*.

6. General Safety of Public During Construction

It is the principal contractor's responsibility to ensure compliance with Section 19 (2) of the *Work Health and Safety Act 2011*. Section 19 (2) states that a person conducting a business or undertaking must ensure that the health and safety of other persons is not put at risk from work carried out as part of the conduct of the business or undertaking. It is the responsibility of the person in control of the workplace to ensure compliance with Section 20 (2) of the *Work Health and Safety Act 2011*. Sections 20 (2) states that the person in control of the workplace is obliged to ensure that the means of entering and exiting the workplace and anything arising from the workplace are without risks to the health and safety of any person.

7. Contaminated Land

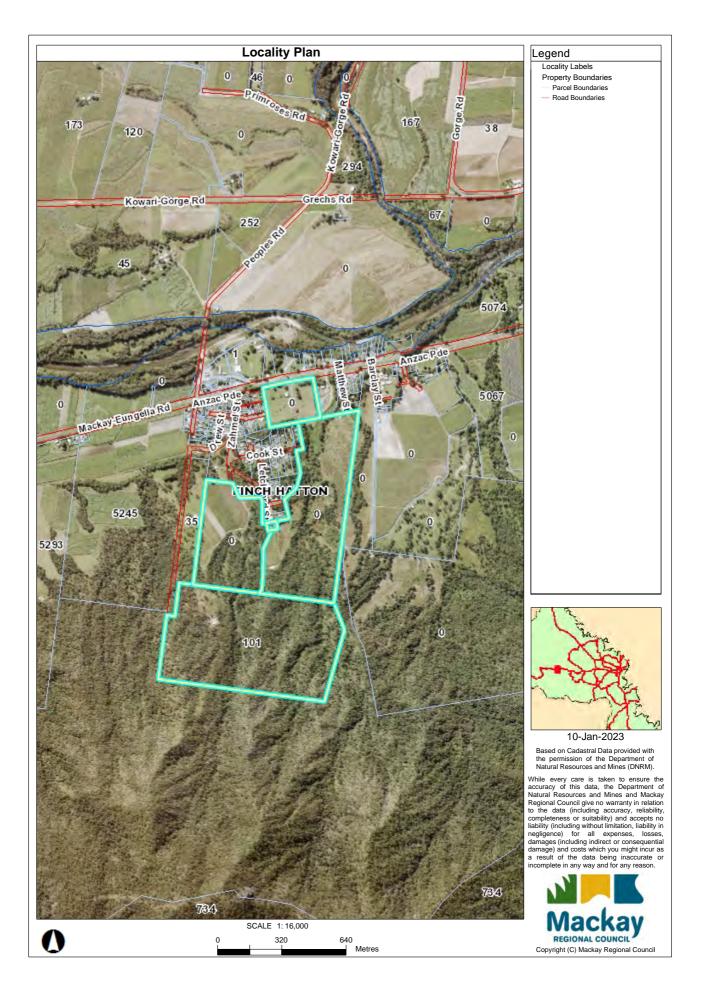
It is strictly the applicant/owner's responsibility to source information regarding contaminated land from the Department of Environment and Heritage Protection, Contaminated Land Section as Council has not conducted detailed studies and does not hold detailed information pertaining to contaminated land.

Moved Cr Englert

Seconded Cr Mann

CARRIED UNANIMOUSLY

Cr Jones and Cr Seymour returned to the meeting at 11:26 am.



<image>

23

14

- 4. Plaza Area With Bench Seating
- 5. Amenities Block
- 6. Drop-off / Pick-up Zone
- 7. Shuttle / Rideshare Waiting Bay
- Existing Cattle Creek Administration Building
- 9. Ramped Access To Administration Building
- 10. Recreational Open Space
- 11. Removable Bollards
- 12. Carpark
- Webforge Grate Walkway Through Existing Vegetation
- Event Set-up Area, Temporary Camping & Overflow Carpark
- 15. Shared Vehicle / Cyclist Access
- 16. Archway Feature (Design TBC)
- 17. Restored Bin Shed Gantry
- 18. Relocated Monument
- Pump Track (Design TBC)
 Existing Vegetation
- 21. Mounded Grassed Area
- 22. Drainage Swale
- 23. 16 x óm Maintenance Shed
- 24. 2.5 x 1.2m Bike Wash
 25. Return Trails

1-500 (A1)

Impervious Area (Stormwater): 7,500 m² (Approx. 13% of site) Approx. Landscape Area (Turf and Planting): 8,050m² (Approx. 14% of site)

Drawing Title
ILLUSTRATIVE SITE PLAN

14

721-0104-00-L-02-DR02

03

24.11.2022

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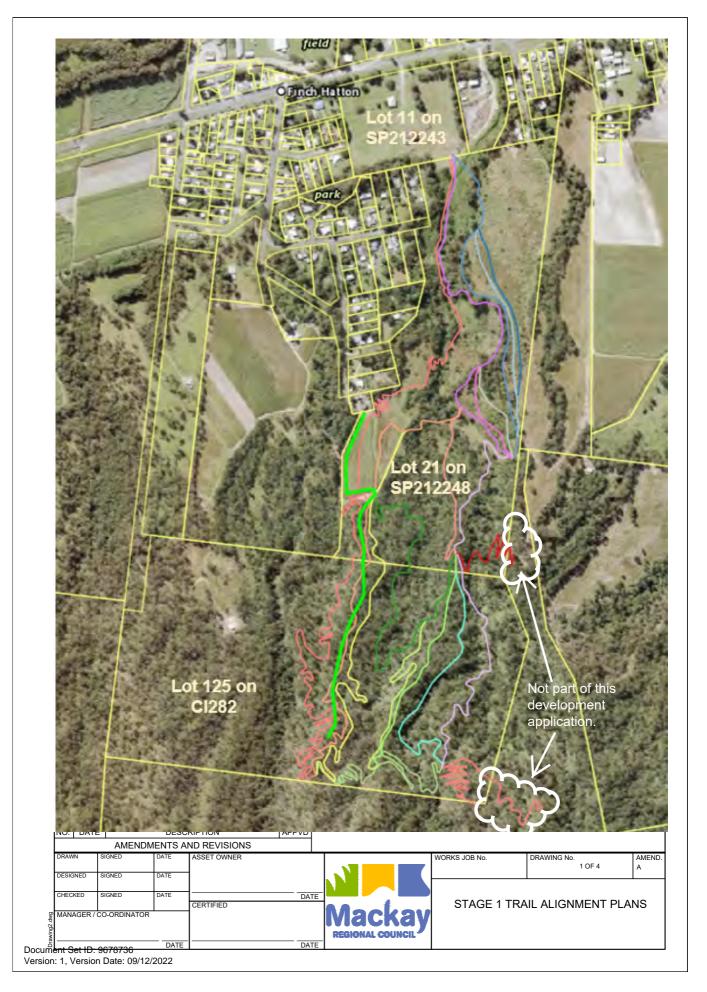
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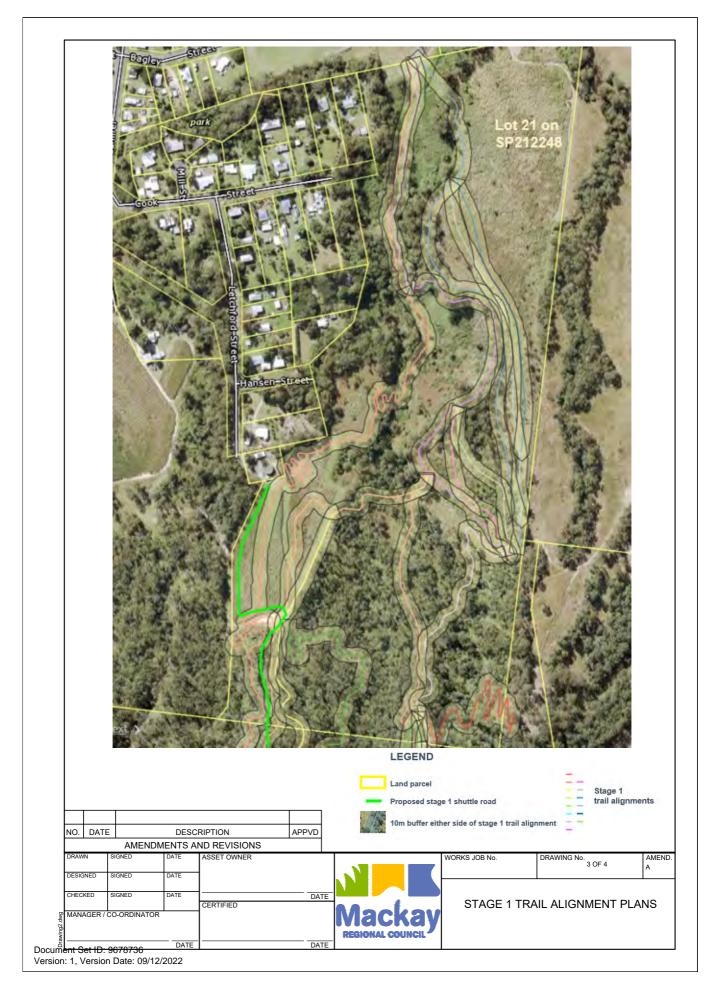


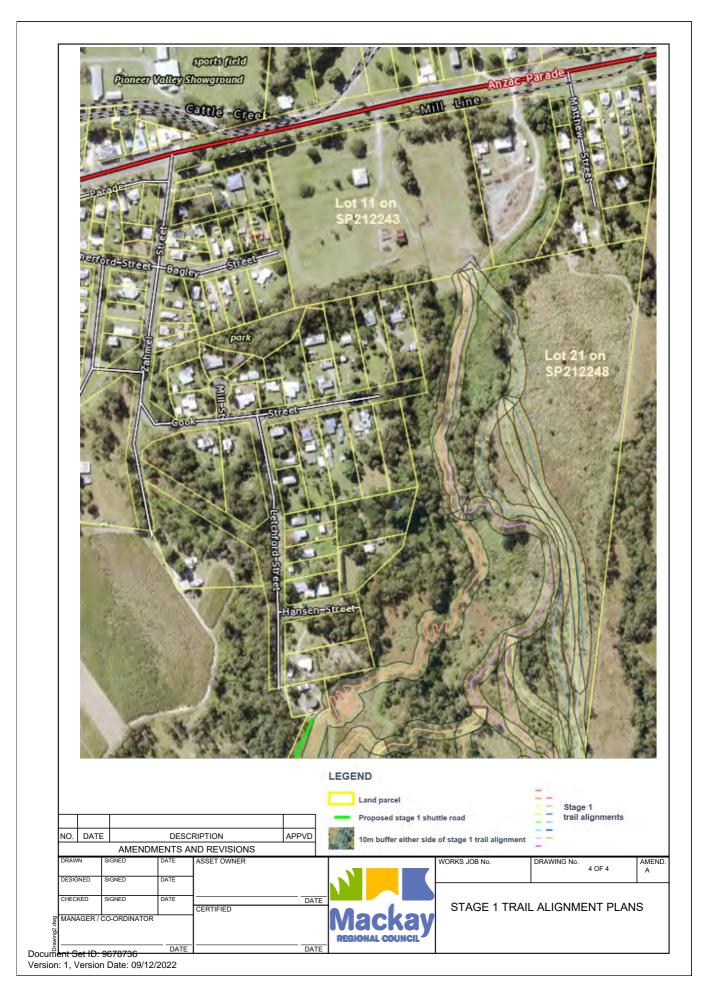


ATTACHMENT 11.4.4.2



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SARA reference:2208-30699 SRACouncil reference:DA-2022-155Applicant reference:401689

30 November 2022

Chief Executive Officer Mackay Regional Council PO Box 41 Mackay Qld 4740 development.services@mackay.qld.gov.au

Attention: Sir/Madam

Dear Sir/Madam

SARA response—Pioneer Valley Mountain Bike Park (Stage 1), Finch Hatton

(Referral agency response given under section 56 of the Planning Act 2016)

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 9 September 2022.

Response

Outcome:Referral agency response – with conditions.Date of response:30 November 2022Conditions:The conditions in Attachment 1 must be attached to any development approval.Advice:Advice to the applicant is in Attachment 2.Reasons:The reasons for the referral agency response are in Attachment 3.			
Conditions:The conditions in Attachment 1 must be attached to any development approval.Advice:Advice to the applicant is in Attachment 2.	Outcome:	Referral agency response – with conditions.	
development approval.Advice:Advice to the applicant is in Attachment 2.	Date of response:	30 November 2022	
	Conditions:	2	
Reasons: The reasons for the referral agency response are in Attachment 3 .	Advice:	Advice to the applicant is in Attachment 2.	
	Reasons:	The reasons for the referral agency response are in Attachment 3.	

Development details

Description:	Development permit	Material Change of Use - Undefined Use (Pioneer Valley Mountain Bike Park - Stage 1)
SARA role:	Referral Agency.	
SARA trigger:	Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1 (Planning Regulation 2017) – Development application for a Material change of use within 25 metres of a state transport corridor.	
Page 1 of 8		DA Advisory Team (DAAT) Level 13, 1 William Street, Brisbane PO Box 15009 CITY EAST QLD 4002

	Schedule 10, Part 3, Division 4, Table 3, Item 1 (Planning Regulation 2017) – Development application for a Material change of use involving the clearing of native vegetation
SARA reference:	2208-30699 SRA
Assessment Manager:	Mackay Regional Council
Street address:	Anzac Parade, Matthew Street, 17 Letchford Street, Zahmel Street, and 101 Drew Street, Finch Hatton
Real property description:	Lot 11 on SP212243, Lot 21 on SP212248, Lot 1 on RP723999, Lot 20 on SP212248 and Lot 125 on Cl282
Applicant name:	Mackay Regional Council
Applicant contact details:	PO Box 158 MACKAY QLD 4740 <u>planning.whitsundays@veris.com.au</u>
State-controlled road access permit:	 This referral included an application for a road access location, under section 62A(2) of <i>Transport Infrastructure Act 1994</i>. Below are the details of the decision: Approved Reference: TMR22-037433 Date: 17 November 2022
	If you are seeking further information on the road access permit, please contact the Department of Transport and Main Roads at Mackay.Whitsunday.IDAS@tmr.qld.gov.au

Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (s.30 Development Assessment Rules) Copies of the relevant provisions are in **Attachment 4**.

A copy of this response has been sent to the applicant for their information.

For further information please contact John Irving, Principal Planner, on 47583421 or via email DAAT@dsdilgp.qld.gov.au who will be pleased to assist.

Yours sincerely

Christopher Aston State Planner

cc Mackay Regional Council, planning.whitsundays@veris.com.au

enc Attachment 1 - Referral agency conditions

- Attachment 2 Advice to the applicant
 - Attachment 3 Reasons for referral agency response
 - Attachment 4 Representations provisions
 - Attachment 5 Approved plans and specifications

State Assessment and Referral Agency

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Attachment 1—Referral agency conditions

(Under section 56(1)(b)(i) of the *Planning Act 2016* the following conditions must be attached to any development approval relating to this application) (Copies of the plans and specifications referenced below are found at Attachment 5)

No.	Conditions	Condition timing		
Mater	ial change of use			
Depar appro	nief executive administering the <i>Planning Act 2016</i> nominates the Director- tment of Resources to be the enforcement authority for the development to val relates for the administration and enforcement of any matter relating to ion(s):	o which this development		
1.	Clearing of vegetation associated with the mountain bike trail alignments and shuttle road must be carried out generally in accordance with the following plans: i. Stage 1 Trail Alignment Plans 2 of 4, as amended in red by SARA ii. Stage 1 Trail Alignment Plans 3 of 4, as amended in red by SARA iii. Stage 1 Trail Alignment Plans 4 of 4, as amended in red by SARA.	At all times		
2.	Clearing in any watercourse or drainage feature must not: i. exceed 10 metres in width ii. occur within 10 metres of the defining bank, unless clearing is required into or across the watercourse or drainage feature.	At all times		
3.	Any person(s) engaged or employed to carry out the clearing of vegetation under this development approval must be provided with a full copy of this development approval and must be made aware of the full extent of clearing authorised by this development approval.	At all times		
Depar this de	nief executive administering the <i>Planning Act 2016</i> nominates the Director- tment of Transport and Main Roads to be the enforcement authority for the evelopment approval relates for the administration and enforcement of any ing condition(s):	e development to which		
4.	 (a) The road access location is to be located generally in accordance with the Illustrative Site Plan prepared by GHD, as amended in red by SARA. (b) Road access works comprising a basic Left turn and basic right turn (BAL/BAR) configuration must be provided at the road access location. (c) The road access works must be designed and constructed in accordance with the Department of Transport and Main (DTMR) Road Planning and Design Manual Edition 2 Volume 3, 	(a) At all times (b) and (c) Prior to the commencement of use.		
5.	 Supplement to Austroads Guide to Road Design. (a) Stormwater management of the development must ensure no worsening or actionable nuisance to the state-controlled road. 	(a) and (b) At all times		

State Assessment and Referral Agency

Page 3 of 8

(b) Any we i. ii. iii. iii.	orks on the land must not: create any new discharge points for stormwater runoff onto the state-controlled road interfere with and/or cause damage to the existing stormwater drainage on the state-controlled road surcharge any existing culvert or drain on the state- controlled road (including the existing 1200x600 RCBC culvert under the Mackay-Eungella Road state-controlled road) reduce the quality of stormwater discharge onto the state- controlled road.	(c) Prior to the commencement of use
Queen (<u>Macka</u> develo	e certification by a Registered Professional Engineer of Island (RPEQ) to DTMR ay.Whitsunday.IDAS@tmr.qld.gov.au) confirming that the Ipment has been designed and constructed in accordance arts (a) and (b) of this condition.	

State Assessment and Referral Agency

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Attachment 2—Advice to the applicant

Gen	General advice						
1.	1. Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> its regulation or the State Development Assessment Provisions (SDAP) v3.0 If a word remains undefined it has its ordinary meaning.						
Roa	d works approval						
2.	Under section 33 of the <i>Transport Infrastructure Act 1994</i> , written approval is required from DTMR to carry out works on a state-controlled road. Please contact the DTMR (<u>mackay.whitsunday.idas@tmr.qld.gov.au</u>) to make an application for road works approval. The approval must be obtained prior to commencing any works on the state-controlled road reserve. The approval process may require the approval of engineering designs of the proposed works, certified by an RPEQ. Please contact DTMR as soon as possible to ensure that gaining approval does not delay construction.						

State Assessment and Referral Agency

Page 5 of 8

Attachment 3—Reasons for referral agency response

(Given under section 56(7) of the Planning Act 2016)

The reasons for SARA's decision are:

The development complies with State code 1: Development in a state-controlled road environment of the State Development Assessment Provision (SDAP). Specifically, the development does not:

- adversely impact the function and efficiency of state-controlled roads or future state-controlled roads
- adversely impact the state's ability to plan, construct, maintain, upgrade or operate state-controlled roads, future state-controlled roads or road transport infrastructure
- significantly increase the cost to the state to plan, construct, upgrade or maintain state-controlled roads, future state-controlled roads or road transport infrastructure.

The development complies with State code 16: Native vegetation clearing of SDAP. Specifically, the development:

- avoids clearing, or where avoidance is not reasonably possible, minimises clearing to conserve vegetation, avoid land degradation, avoid the loss of biodiversity, maintain ecological processes
- minimises contributions to greenhouse gas emission
- avoids impacts on vegetation and minimises and mitigates impacts on vegetation where avoidance is not possible
- does not result in a significant residual impact on a matter of state environmental significance.

Material used in the assessment of the application:

- The development application material and submitted plans
- Planning Act 2016
- Planning Regulation 2017
- The State Development Assessment Provisions (version 3.0), as published by SARA
- The Development Assessment Rules
- SARA DA Mapping system

Attachment 4—Change representation provisions

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State Assessment and Referral Agency

Page 7 of 8

Development Assessment Rules—Representations about a referral agency response

The following provisions are those set out in sections 28 and 30 of the Development Assessment Rules¹ regarding **representations about a referral agency response**

Part 6: Changes to the application and referral agency responses

28 Concurrence agency changes its response or gives a late response

- 28.1. Despite part 2, a concurrence agency may, after its referral agency assessment period and any further period agreed ends, change its referral agency response or give a late referral agency response before the application is decided, subject to section 28.2 and 28.3.
- 28.2. A concurrence agency may change its referral agency response at any time before the application is decided if—
 - (a) the change is in response to a change which the assessment manager is satisfied is a change under section 26.1; or
 - (b) the Minister has given the concurrence agency a direction under section 99 of the Act; or
 - (c) the applicant has given written agreement to the change to the referral agency response.²
- 28.3. A concurrence agency may give a late referral agency response before the application is decided, if the applicant has given written agreement to the late referral agency response.
- 28.4. If a concurrence agency proposes to change its referral agency response under section 28.2(a), the concurrence agency must—
 - (a) give notice of its intention to change its referral agency response to the assessment manager and a copy to the applicant within 5 days of receiving notice of the change under section 25.1; and
 - (b) the concurrence agency has 10 days from the day of giving notice under paragraph (a), or a further period agreed between the applicant and the concurrence agency, to give an amended referral agency response to the assessment manager and a copy to the applicant.

Page 1 of 2

¹ Pursuant to Section 68 of the *Planning Act 2016*

² In the instance an applicant has made representations to the concurrence agency under section 30, and the concurrence agency agrees to make the change included in the representations, section 28.2(c) is taken to have been satisfied.

Part 7: Miscellaneous

30 Representations about a referral agency response

30.1. An applicant may make representations to a concurrence agency at any time before the application is decided, about changing a matter in the referral agency response.³

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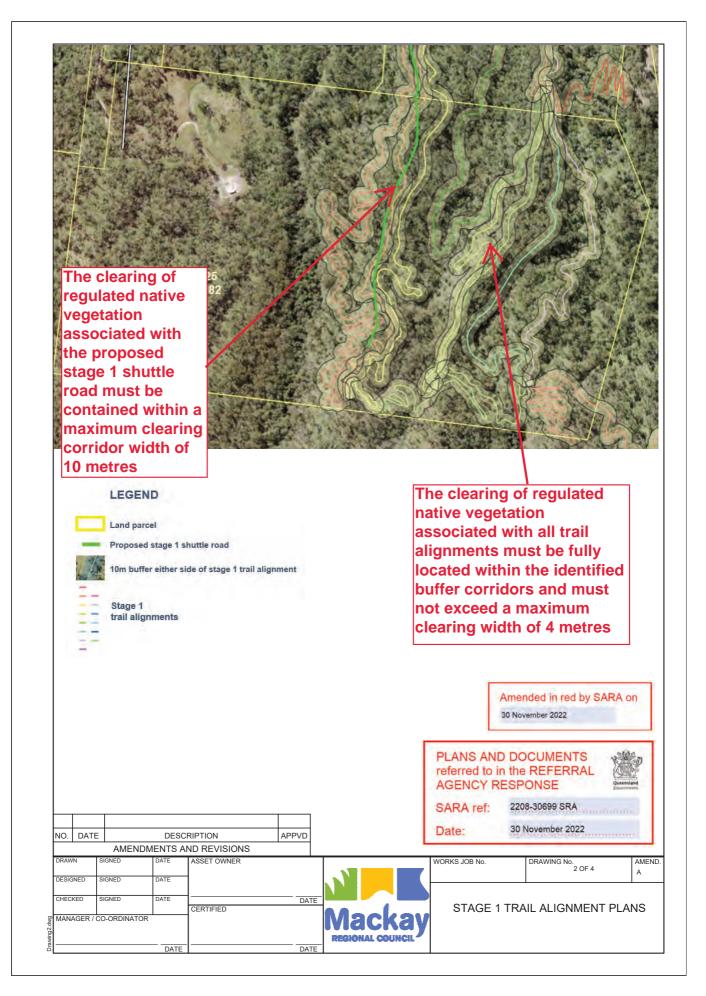
³ An applicant may elect, under section 32, to stop the assessment manager's decision period in which to take this action. If a concurrence agency wishes to amend their response in relation to representations made under this section, they must do so in accordance with section 28.

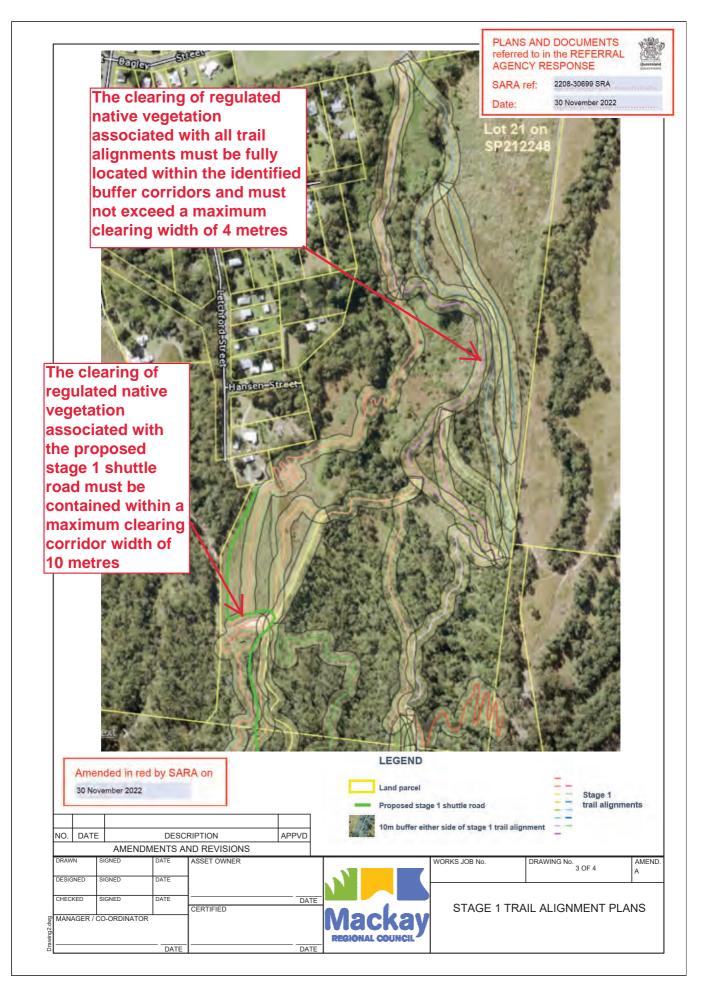
Attachment 5—Approved plans and specifications

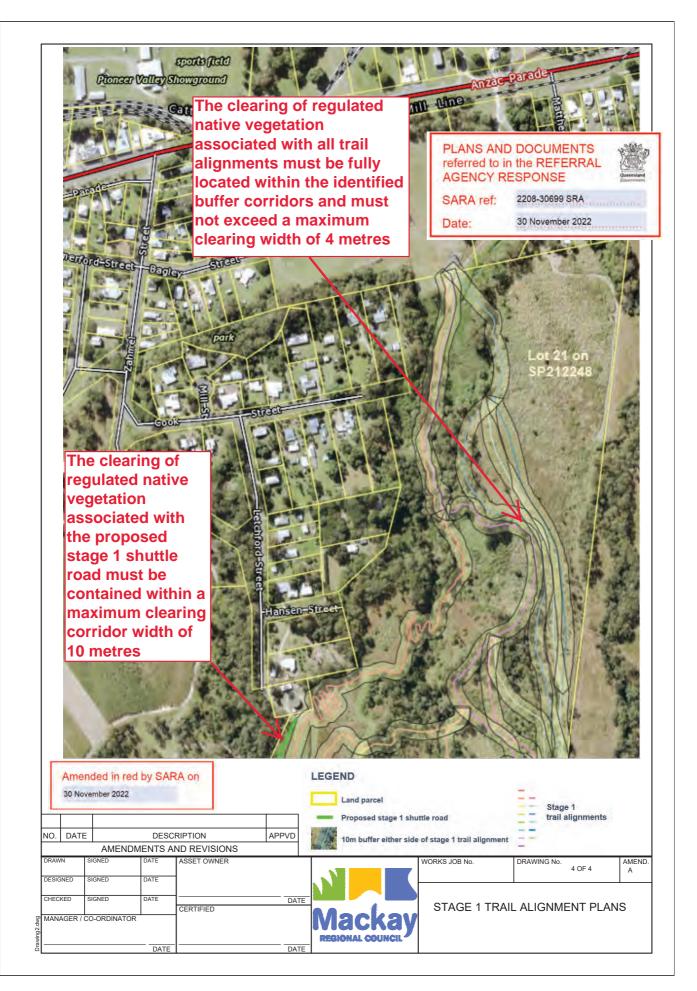
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State Assessment and Referral Agency

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ATTACHMENT 11.4.4.3



MACKAY REGIONAL COUNCIL

Our refTMYour ref40EnquiriesRo

17 November 2022

TMR22-037433 401689 Ross Young



Department of Transport and Main Roads

Decision Notice – Permitted Road Access Location (s62(1) Transport Infrastructure Act 1994)

This is not an authorisation to commence work on a state-controlled road¹

Development application reference number DA-2022-155, lodged with Mackay Regional Council involves constructing or changing a vehicular access between Lot 20SP212248, 125Cl282, 1RP723999, 21SP212248, 11SP212243, the land the subject of the application, and Mackay-Eungella Road (a state-controlled road).

In accordance with section 62A(2) of the *Transport Infrastructure Act 1994* (TIA), this development application is also taken to be an application for a decision under section 62(1) of TIA.

Applicant Details	
Name and address	Mackay Regional Council
	PO Box 158
	Mackay QLD 4740
Application Details	
Address of Property	Anzac Parade, Finch Hatton QLD 4756
Real Property Description	20SP212248, 125Cl282, 1RP723999, 21SP212248,
	11SP212243
Aspect/s of Development	Development Permit for Material Change of Use - Undefined Use (Pioneer Valley Mountain Bike Park - Stage 1)

Decision (given under section 67 of TIA)

It has been decided to approve the application, subject to the following conditions:

No.	Conditions of Approval	Condition Timing						
Roa	Road Access Location							
A. G	eneral							
1	(a) The road access location is to be located generally in accordance with the Illustrative Site Plan prepared by GHD dated 05.08.2022, reference 721-0104-00-L-02-DR02, revision 02.	(a) At all times. (b) and (c):						
	(b) Road access works comprising a basic left turn and basic right turn (BAL/BAR) configuration must be provided at the	Prior to the commencement of use.						

¹ Please refer to the further approvals required under the heading 'Further approvals'

Program Delivery and Operations Mackay\Whitsunday District 2 / 44 Nelson St, Mackay QLD 4740 PO Box 62, Mackay QLD 4740
 Telephone
 +61 7 (07) 4951 8532

 Website
 www.tmr.qld.gov.au

 Email
 Mackay.Whitsunday.IDAS@tmr.qld.gov.au

 ABN: 39 407 690 291

No.	Conditions of Approval	Condition Timing
	road access location.	
	(c) The road access works must be designed and constructed in accordance with TMR's Road Planning and Design Manual Edition 2 Volume 3, Supplement to Austroads Guide to Road Design.	

Reasons for the decision

The reasons for this decision are as follows:

- To ensure the road access location to the state-controlled road from the site does not compromise the safety and efficiency of the state-controlled road.
- To ensure the design of any road access maintains the safety and efficiency of the statecontrolled road.

Please refer to **Attachment A** for the findings on material questions of fact and the evidence or other material on which those findings were based.

Information about the Decision required to be given under section 67(2) of TIA

- 1. There is no guarantee of the continuation of road access arrangements, as this depends on future traffic safety and efficiency circumstances.
- 2. In accordance with section 70 of the TIA, the applicant for the planning application is bound by this decision. A copy of section 70 is attached as **Attachment B**, as required, for information.

Further information about the decision

- 1. In accordance with section 67(7) of TIA, this decision notice:
 - a) starts to have effect when the development approval has effect; and
 - b) stops having effect if the development approval lapses or is cancelled; and
 - c) replaces any earlier decision made under section 62(1) in relation to the land.
- In accordance with section 485 of the TIA and section 31 of the *Transport Planning and Coordination Act 1994* (TPCA), a person whose interests are affected by this decision may apply for a review of this decision only within 28 days after notice of the decision was given under the TIA. A copy of the review provisions under TIA and TPCA are attached in Attachment C for information.
- 3. In accordance with section 485B of the TIA and section 35 of TPCA a person may appeal against a reviewed decision. The person must have applied to have the decision reviewed before an appeal about the decision can be lodged in the Planning and Environment Court. A copy of the Appeal Provisions under TIA and TPCA is attached in **Attachment C** for information.

Further approvals

The Department of Transport and Main Roads also provides the following information in relation to this approval:

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 Road Access Works Approval Required – Written approval is required from the department to carry out road works that are road access works (including driveways) on a state-controlled road in accordance with section 33 of the TIA. This approval must be obtained prior to commencing any works on the state-controlled road. The approval process may require the approval of engineering designs of the proposed works, certified by a Registered Professional Engineer of Queensland (RPEQ). Please contact the department to make an application.

If further information about this approval or any other related query is required, Ross Young, Principal Officer (Corridor & Land Management) should be contacted by email at <u>Mackay.Whitsunday.IDAS@tmr.qld.gov.au</u>.

Yours sincerely

8.1

for Pat Aprile District Director

Attachments: Attachment A – Decision evidence and findings Attachment B - Section 70 of TIA Attachment C - Appeal Provisions

Page 3 of 9

Attachment A

Decision Evidence and Findings

Findings on material questions of fact:

• Vehicular access is proposed directly to the State-controlled Road reserve. The Traffic Impact Assessment recommends an upgrade of the existing access to a BAL/BAR configuration. TMR has assessed the report and will agree to the recommendation.

Evidence or other material on which findings were based:

Title of Evidence / Material	Prepared by	Date	Reference no.	Version/Issue
Engineering Report	GHD	18.07.2022	12558333	Revision B
Traffic Engineering & Carpark Report	GHD	12.07.2022	12558333	Revision A

Attachment B

Section 70 of TIA

Transport Infrastructure Act 1994 Chapter 6 Road transport infrastructure Part 5 Management of State-controlled roads

70 Offences about road access locations and road access works, relating to decisions under s 62(1)

- (1) This section applies to a person who has been given notice under section 67 or 68 of a decision under section 62(1) about access between a State-controlled road and adjacent land.
- (2) A person to whom this section applies must not-
 - (a) obtain access between the land and the State-controlled road other than at a location at which access is permitted under the decision; or
 - (b) obtain access using road access works to which the decision applies, if the works do not comply with the decision and the noncompliance was within the person's control; or
 - (c) obtain any other access between the land and the road contrary to the decision; or
 - (d) use a road access location or road access works contrary to the decision; or
 - (e) contravene a condition stated in the decision; or
 - (f) permit another person to do a thing mentioned in paragraphs (a) to (e); or
 - (g) fail to remove road access works in accordance with the decision.

Maximum penalty-200 penalty units.

(3) However, subsection (2)(g) does not apply to a person who is bound by the decision because of section 68.

Attachment C

Appeal Provisions

Transport Infrastructure Act 1994 Chapter 16 General provisions

485 Internal review of decisions

- A person whose interests are affected by a decision described in schedule 3 (the *original decision*) may ask the chief executive to review the decision.
- (2) The person is entitled to receive a statement of reasons for the original decision whether or not the provision under which the decision is made requires that the person be given a statement of reasons for the decision.
- (3) The *Transport Planning and Coordination Act 1994*, part 5, division 2—
 - (a) applies to the review; and
 - (b) provides-
 - (i) for the procedure for applying for the review and the way it is to be carried out; and
 - (ii) that the person may apply to QCAT to have the original decision stayed.

485B Appeals against decisions

- (1) This section applies in relation to an original decision if a court (the appeal court) is stated in schedule 3 for the decision.
- (2) If the reviewed decision is not the decision sought by the applicant for the review, the applicant may appeal against the reviewed decision to the appeal court.
- (3) The Transport Planning and Coordination Act 1994, part 5, division 3—

(a) applies to the appeal; and

- (b) provides-
 - (i) for the procedure for the appeal and the way it is to be disposed of; and
 - (ii) that the person may apply to the appeal court to have the original decision stayed.
- (4) Subsection (5) applies if-
 - (a) a person appeals to the Planning and Environment Court against a decision under section 62(1) on a planning application that is taken, under section 62A(2), to also be an application for a decision under section 62(1); and
 - (b) a person appeals to the Planning and Environment Court against a decision under the Planning Act on the planning application.

Page 6 of 9

- (5) The court may order—
 - (a) the appeals to be heard together or 1 immediately after the other; or
 - (b) 1 appeal to be stayed until the other is decided.
- (6) Subsection (5) applies even if all or any of the parties to the appeals are not the same.
- (7) In this section—

original decision means a decision described in schedule 3.

reviewed decision means the chief executive's decision on a review under section 485.

Transport Planning and Coordination Act 1994 Part 5, Division 2 – Review of Original Decisions

31 Applying for review

- (1) A person may apply for a review of an original decision only within 28 days after notice of the original decision was given to the person under the transport Act.
- (2) However, if-
 - (a) the notice did not state the reasons for the original decision; and
 - (b) the person asked for a statement of the reasons within the 28 days mentioned in subsection (1)

the person may apply within 28 days after the person is given the statement of the reasons.

- (3) In addition, the chief executive may extend the period for applying.
- (4) An application must be written and state in detail the grounds on which the person wants the original decision to be reviewed.

32 Stay of operation of original decision

- (1) If a person applies for review of an original decision, the person may immediately apply for a stay of the decision to the relevant entity.
- (2) The relevant entity may stay the original decision to secure the effectiveness of the review and any later appeal to or review by the relevant entity.
- (3) In setting the time for hearing the application, the relevant entity must allow at least 3 business days between the day the application is filed with it and the hearing day.
- (4) The chief executive is a party to the application.
- (5) The person must serve a copy of the application showing the time and place of the hearing and any document filed in the relevant entity with it on the chief executive at least 2 business days before the hearing.
- (6) The stay-
 - (a) may be given on conditions the relevant entity considers appropriate; and
 - (b) operates for the period specified by the relevant entity; and
 - (c) may be revoked or amended by the relevant entity.
- (7) The period of a stay under this section must not extend past the time when the chief executive reviews the original decision and any later period the relevant entity allows the applicant to enable the applicant to appeal against the decision or apply for a review of the decision as provided under the QCAT Act.
- (8) The making of an application does not affect the original decision, or the carrying out of the original decision, unless it is stayed.

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(9) In this section—

relevant entity means-

- (a) if the reviewed decision may be reviewed by QCAT-QCAT; or
- (b) if the reviewed decision may be appealed to the appeal court-the appeal court.

35 Time for making appeals

(1) A person may appeal against a reviewed decision only within-

- (a) if a decision notice is given to the person—28 days after the notice was given to the person; or
- (b) if the chief executive is taken to have confirmed the decision under section 34(5)—56 days after the application was made.
- (2) However, if—
 - (a) the decision notice did not state the reasons for the decision; and
 - (b) the person asked for a statement of the reasons within the 28 days mentioned in subsection (1)(a);

the person may apply within 28 days after the person is given a statement of the reasons.

(3) Also, the appeal court may extend the period for appealing.

11.5. ENGINEERING AND COMMERCIAL INFRASTRUCTURE <u>11.5.1. ENGINEERING & COMMERCIAL INFRASTRUCTURE - TRANSPORT & DRAINAGE MONTHLY</u> <u>REVIEW - NOVEMBER AND DECEMBER 2022</u>

Author Responsible Officer

File Reference

Attachments

- Executive Assistant (Robyn Smith) Director Engineering & Commercial Infrastructure (Jason Devitt) MONTHLY REVIEW
- ECI Transport Drainage Monthly Review -November and December 2022 [11.5.1.1 - 18 pages]

Purpose

Attached is a copy of the Engineering & Commercial Infrastructure – Transport & Drainage Monthly Review for November/December 2022.

Related Parties

N/A

Officer's Recommendation

That the Engineering & Commercial Infrastructure – Transport & Drainage Monthly Review for November/December 2022 be received.

The following Questions were taken on Notice to be answered outside the meeting -

- Cr Bella referred to the damage to a Telstra pit and queried if there was a post marking the location of the pit, was the pit level with the ground, was the cable underground and does Council have to pay for the damage.
- Cr Bella queried if Police had been contacted in relation to the incident of a B-Double hitting the mirrors of a sweeper.
- Cr Seymour referred to the incident of an oil cap falling from a grader and hitting the bull bar of a vehicle travelling behind and noted that if the incident had not been reported, the grader would have been working in the dust with the potential for the engine to be badly damaged, and queried if there is a service procedure undertaken when plant and equipment reach site.

Council Resolution ORD-2023-016

That the Engineering & Commercial Infrastructure – Transport & Drainage Monthly Review for November/December 2022 be received.

Moved Cr Jones

Seconded Cr Mann

CARRIED UNANIMOUSLY



Engineering and Commercial Infrastructure -Transport & Drainage Monthly Review

November and December 2022

Engineering & Commercial Infrastructure Transport & Drainage Monthly Review > November/December 2022 Mackay REGIONAL COUNCIL

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2.1.	Operational Financial Report – October 2022	
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Engineering & Commercial Infrastructure Transport & Drainage Monthly Review > November/December 2022

OVERVIEW

This report is for Transport and Drainage activities during the months of November and December 2022. Significant items in this period include:

- Sixteen safety incidents were reported during November and December 2022. These included ten incidents causing asset damage involving Council assets, two muscular stress incidents, one incident where a moving object hit part of the body (foot), one trip and fall and one fracture resulting from a vehicle incident.
- The main four maintenance activities performed for November and December 2022 related to Signage Installation and Repairs, Open Drain Mowing, Pothole Repairs and Footpath Repairs.
- The Customer Survey results for Civil Operations for September/October 2022 in achieving 4.5 stars was an outstanding result and was equal to the best result recorded in the last five (5) years.
- Civil Operations has returned to business post-Christmas close. A small Team of staff worked through the Shut Down Period to deliver essential tasks. No major call outs/incidents occurred during this period.
- A trial Digital Asset Management Plan for the Water Treatment Program was completed along with the Property Service Predictor Pilot. Both these outcomes were presented to the Executive Leadership Team (ELT).

Director Engineering & Commercial Infrastructure

Engineering & Commercial Infrastructure

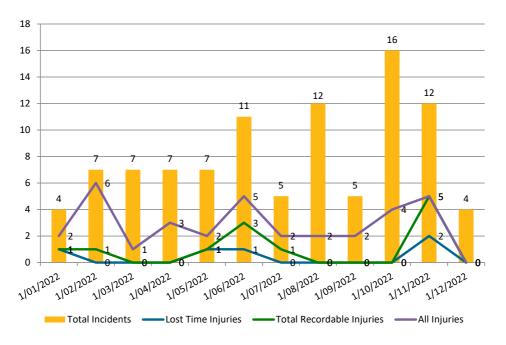
Transport & Drainage Monthly Review > November/December 2022

SAFETY

1.1. Incidents and Injuries

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



November and December 2022 Summary:

In November 2022:

- Two safety interactions undertaken.
- Eight site safety inspections were completed.
- 92% of monthly action plans activities were carried out.

In December 2022:

- Fourteen safety interactions undertaken.
- Six site safety inspections were completed.
- 97% of monthly action plans activities were carried out.

Sixteen incidents were reported during November and December.

The following injuries to MRC employees were reported during November and December:

- LTI While inspecting drain, dogs have rushed from property, causing inspector to trip and fall, injuring their arm/ hands
- LTI Driver lost control of utility on unsealed road and vehicle rolled, resulting in fractured ribs.
- SDI Felt sharp pain in shoulder blades while picking up item.

Mackay REGIONAL COUNCIL

Engineering & Commercial Infrastructure

Transport & Drainage Monthly Review > November/December 2022

- SDI While removing old sign base, struck left foot with sledgehammer.
- MTI Cutting lantana with bush hook, struck concrete structure in foliage, which sent shock up arm and caused pain in wrist.

The following asset damage incidents involving MRC employees were reported during November and December:

- Aerosol can left on dash of vehicle, it exploded, broke windscreen and damaged plastic on dash.
- Bulky green waste load fell rearwards from bucket, resulting in damage to cab, hydraulic pipes and window of machine.
- While whipper snipping, rock flicked up and smashed window on job truck.
- While sweeping, reversed back into pothole, breaking bolt on jockey wheel for suction foot.
- Slasher hit Telstra pit concealed in long grass, cutting cable.
- Cleaning out drain, went too close to tree and bent frame on grader that holds water bottle.
- While sweeping driveways, damaged sweeper broom.
- While transporting sweeper to site, passing B Double has damaged sweeper mirrors as they passed.
- While sweeping footpath, reversed into pole.

The following near miss incident involving MRC employees was reported during November:

• While driving grader to job site, oil cap has fallen from machine and hit bull bar of vehicle travelling behind.

The following incident involving a contractor was reported during November:

 Operator noticed smoke coming from mower control panel, stopped, and put out fire with extinguisher.

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

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
Incident	Any unplanned event resulting in or having a potential for injury or ill health.

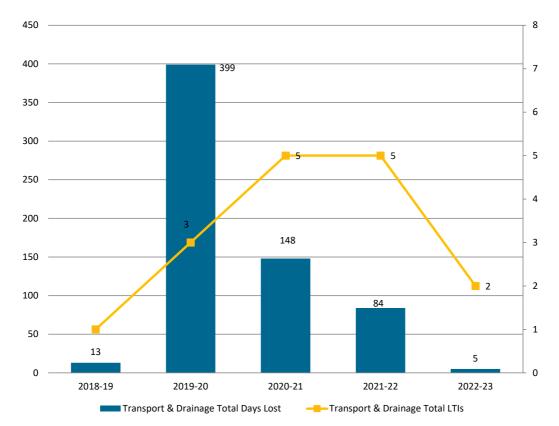
Engineering & Commercial Infrastructure

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Transport & Drainage Monthly Review > November/December 2022

1.2. Lost Time Injuries & Days Lost

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



		2018-19 2019-20		19-20	2020-21		2021-22		2022-23	
Department	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
Civil Operations	1	13	3	399	5	148	5	84	2	5
Transport & Infrastructure Projects (Field Services/Civil Projects)	0	0	0	0	0	0	0	0	0	0
Transport & Drainage Infrastructure Planning	0	0	0	0	0	0	0	0	0	0
Asset Management	0	0	0	0	0	0	0	0	0	0
Transport & Drainage	1	13	3	399	5	148	5	84	2	5

Mackay REGIONAL COUNCIL

Engineering & Commercial Infrastructure

Transport & Drainage Monthly Review > November/December 2022

FINANCE

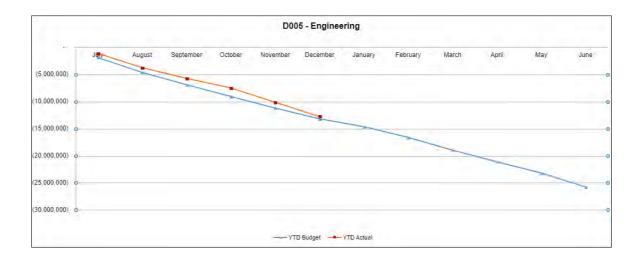
2.1. Operational Financial Report – November and December 2022

Operating Result for D005

For the period ending 20 December 2022

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000	Program Manager Comments
D005 - Engineering						
5.01 - Engineering Management	881	881	443	428	(15)	
5.02 - Civil Operations	(20,067)	(20,067)	(10,163)	(10,448)	(285)	Overspend in YTD actuals is the result of inaccurate accrual amounts.
5.03 - Transport and Drainage Infrastructure Planning	(4,885)	(4,980)	(2,760)	(2,134)	627	Consultant engagement for all engagement committed. Other underspend due to delayed street lighting cost payment.
5.04 - Asset Management						Variance relates to underspend in wages due to ongoing vacancies and underspend on some project and consultancy work. May be savings to either put back in the next budget review or an opportunity to look at bringing forward other project/consultancy work.
Operating Surplus / (Deficit)	(1,616) (25,687)	(1,616) (25,782)	(747) (13,227)	(617) (12,771)	130 457	

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



Engineering & Commercial Infrastructure

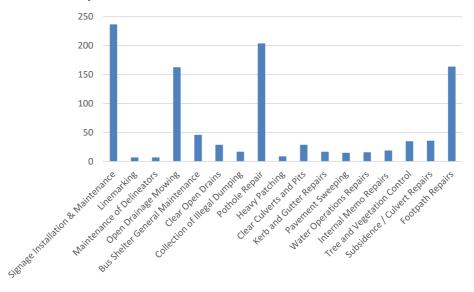
Mackay REGIONAL COUNCIL

Transport & Drainage Monthly Review > November/December 2022

MAINTENANCE ACTIVITIES

3.1. **Road and Drainage Maintenance Activities**

The following chart details maintenance activities completed during the period as recorded in our Assetic Maintenance Management System (MMS), together with the monthly average.



Completed Works Orders November & December 2022

Completed Wors Orders November & December

The 2022/2023 Program of Heavy Patching has been completed in terms of budget allocation. Several additional scopes were completed against plan during this period resulting in some original planned works being postponed and planned for completion during 2023/2024. December Budget Review for additional budget has been proposed, offset with unutilised labour spend (vacancies) to complete resultant emergent works typically experienced in Quarter 3 from effects of weather and rain affected erosion to shoulders to Westlake Drive at The Leap. The Asphalt Crew will be immediately working on pothole repairs, and extensive water network patches, plus assisting Field Services to offset direct costs.

Civil Operations has commenced installation of the AJT Crack Mat Trail product with reasonably good success thus far in terms of installation efficiency and the short-term longevity indicates a reasonable wearing life which will make it viable for ongoing remedial works. An additional pallet of stock has been purchased to trail further locations with variable traffic counts for a consistent assessment.

The cleaning of the Mackay entry signs has been completed and we will follow up in 6 months with spray on Wet and Forget intending to decrease the level of service and provide a longer maintenance cycle before they require cleaning again.

The street sweepers are still down on operators resulting from previously reported resignations. We have a large street sweeper operator commencing with us effective February 2023. The mini street sweeper vacancy continues to remain difficult to attract applicants due to working times in providing required Level of Service to the City Heart. In addition to the above, another sweeper operator will be on secondment to

Mackay REGIONAL COUNCIL

Engineering & Commercial Infrastructure

Transport & Drainage Monthly Review > November/December 2022

Transport & Drainage Infrastructure Planning effective from January 2023 until September 2023. To ensure the Level of Service is maintained during the recruitment campaigning, we had one contracted sweeper for backup and have now contracted an extra one until the new operator commencing in February 2023 is trained. On this basis, we are anticipating utilising two contracted sweepers for the next two months current forecast. Whilst not ideal, the contracted sweeper has been extremely efficient and has offered extensive data to enable measurable performance improvement in servicing internally.

Line marking at Slade Point is 99% complete and waiting on night works. Line marking at Andergrove is 90% complete. The remaining works are long-line night shift works planned to be completed in February 2023. Beaconsfield area works have commenced undertaking hand work and also proceeding to bus stop line marking work.

3.2. Unsealed Road Maintenance Activities



The W4Q Program is now complete. Road Asset Condition Assessment System (RACAS) Inspections have now been completed with data being reviewed for programming of works using Intervention Level and Worst to Best Road Condition Assessments.

A resheet of Stott's Road has now been completed which integrated a trial of Dust Bock to mitigate complaints of dust on the Western end. Initial inspections indicate that there is minimal dust at this stage, however, ongoing results will be collated.

3.3. Open Drainage Maintenance

The Cod Hole Beach Outlet de-silting and tidal sand removal was completed. Open Drainage Maintenance continues on program, however, with intermittent wet weather occurring in January 2023 some drains remain wet and unable to be mowed. Whipper snipping and spraying has been completed where appropriate. De-silting look ahead planned for Casey Avenue Drain, Nadarmi Drive Drain, Bucasia Bowls Club Drain and the Cod Hole again which are all-weather accessible.

3.4. Bridge Maintenance

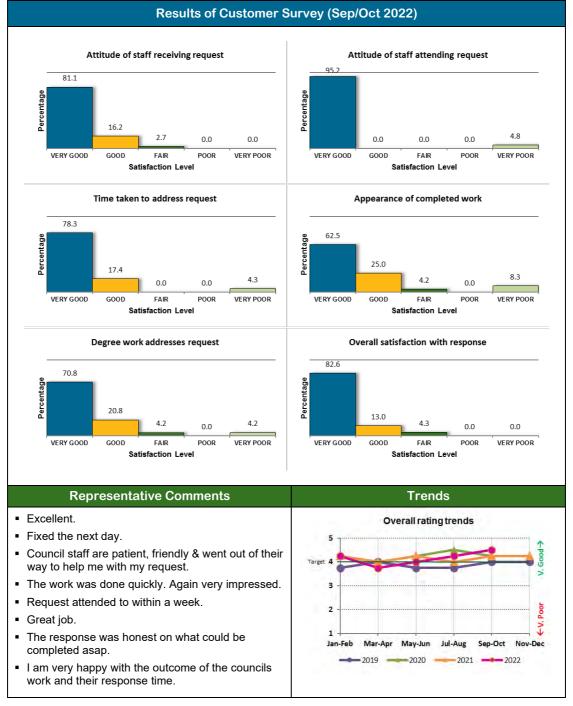
Repairs to the Pratts Road, Sarina guardrail are to be completed this financial year. Ongoing minor bridge works continue. Level 2 Bridge Inspections, to be undertaken by a third-party consultant in co-ordination with Transport & Drainage Infrastructure Planning, will likely produce a significant workload associated with identified defects.

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Engineering & Commercial Infrastructure

Transport & Drainage Monthly Review > November/December 2022

4.1. Requests for Maintenance Work



Customer Survey results have not been finalised for the November/December 2022 survey period.

Engineering & Commercial Infrastructure

Mackay REGIONAL COUNCIL

Transport & Drainage Monthly Review > November/December 2022

ASSET MANAGEMENT

5.1. Asset Management Program – Strategic Goals

The Asset Management Program had a significant recruitment focus in the final months of 2022 with advertisements issued for the newly created Asset Technical Officer and Senior Asset Officer roles as well as the engagement of a specialist recruitment firm to assist in filling the Manager Asset Management role. During this period the Program also received confirmation that the traineeship advertised was successfully filled. It is considered that with the recent minor structure change, creation of new roles and a traineeship there is now a longer-term career path to attract, train and retain asset management capability within the organisation.

The Asset Management Program is continuing to deliver project work and drive down the outstanding Work in Progress (WIP), Donated Assets and Work Order backlogs, however, ongoing vacancies cause progress to be slow. Asset Management is continuing to work with the Development Services and Capital Departments to improve the process for As-Constructed information capture and transfer to reduce the risk of asset information not being captured in a timely manner. It is considered that this risk will be reduced in the coming months as the new starters build capability in capture and recognition of assets.

The Asset Management Program is also continuing to work with asset owners in developing new and updated Asset Management Plans and is trialling the development of Digital Asset Management Plans with the Water Treatment and Water & Sewerage Infrastructure Planning Programs.

Position Number	Position Title	Туре	Recruitment Status
AM0001	Manager – Asset Management	Contract	Position advertised using external recruitment firm, advertising closes mid- January 2023.
AM0016	Asset Management Specialist	Permanent	Position reclassified to L7/8 and RFQ for recruitment support issued to recruiters. Aim to commence formal recruitment in mid-January 2023.
AT2307	Asset Information Trainee	Traineeship	Trainee to commence late-January 2023. This is the first time the Asset Management Program has had a trainee position.
AM0019	Asset Technical Officer	Permanent	Preferred candidate identified and recruitment to be finalised in January 2023.
AM0020	Senior Asset Officer	Permanent	First round of advertising unsuccessful with role to be readvertised in January 2023.
AM0021	Senior Asset Officer	Permanent	First round of advertising unsuccessful with role to be readvertised in January 2023.

Recruitment

Mackay REGIONAL COUNCIL

Engineering & Commercial Infrastructure Transport & Drainage Monthly Review > November/December 2022

Performance and Governance

In line with the Internal Audit recommendations, the Asset Management Program will review all Terms of Reference of the Governance Groups that have been created ensuring that they are functioning effectively and are reporting to their higher Groups.

Meeting Held	Attendance 2022			Actions		
Meeting Held	Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4	New	Outstanding
AVRG Roads	68%	61%			1	8
AVRG Water, Sewer, and Waste	80%	77%			1	3
AVRG Parks and Environment	73%	-			0	2

Parks and Environment AVRG was cancelled due to no new items and no updates to outstanding actions.

Asset Valuations

Asset Valuations are completed by Asset Class on a rolling three-year basis. Asset Valuations are delivered between Financial Services and Asset Management with ownership of the Corporate Risks around Asset Valuations residing between the Manager Financial Services and Manager Asset Management.

MRC is planning to complete comprehensive Revaluations for Site Improvements, Buildings and Land Financial Asset Classes in the 2022/2023 financial year. The Asset Management Program is working closely with the impacted asset owners and Financial Services in completing project planning and preliminary activities to support the completion of the Asset Valuation. The Valuer was appointed in November 2022 and Asset Management will continue working with Financial Services and the Asset Owners to provide support.

5.2. Asset Management Projects Update

Property Service Predictor Pilot has been closed in December 2022. Model was presented to the Executive Leadership Team (ELT) on 6 December 2022.

The current Asset Management Projects have progressed as per the below table.

Laboratory Maintenance Rollout

Overall Status On Hold Schedule On Hold Project Update Risks • A Workshop was conducted to prioritise the data cleanse and maintenance rollout of the Laboratory assets. Availability of Resources • The Project Plan has outlined 4 phases: Resourcing for the Project is dependent on resources in both Asset Management and the Laboratory. Existing workloads and staff availability (leave, COVID, etc) may impact project delivery. • Parts – Balance, Auto Pipette, etc Parts – Autoclaves, Thermometers, Incubators Many assets have been identified as missing and these will require cleansing/capture prior to	Project Status						
 A Workshop was conducted to prioritise the data cleanse and maintenance rollout of the Laboratory assets. The Project Plan has outlined 4 phases: Large Instruments (service contracts) Parts – Balance, Auto Pipette, etc Parts – Autoclaves, Availability of Resources Resourcing for the Project is dependent on resources in both Asset Management and the Laboratory. Existing workloads and staff availability (leave, COVID, etc) may impact project delivery. Assets Not Cleansed Many assets have been identified as missing and these will require cleansing/capture prior to 	Overall Status	On Hold	Schedule	On Hold			
 the data cleanse and maintenance rollout of the Laboratory assets. The Project Plan has outlined 4 phases: Large Instruments (service contracts) Parts – Balance, Auto Pipette, etc Parts – Autoclaves, Kreatebility of Resourcines Resourcing for the Project is dependent on resources in both Asset Management and the Laboratory. Existing workloads and staff availability (leave, COVID, etc) may impact project delivery. Assets Not Cleansed Many assets have been identified as missing and these will require cleansing/capture prior to the project delivery. 	Project Update		Risks				
,	the data cleanse of the Laboratory • The Project Plan • Large Ins contracts • Parts – B • Parts – A	and maintenance rollout assets. has outlined 4 phases: struments (service) alance, Auto Pipette, etc utoclaves,	 Resourcing for the Project is dependent on resources in both Asset Management and the Laboratory. Existing workloads and staff availability (leave, COVID, etc) may impact project delivery. Assets Not Cleansed Many assets have been identified as missing 				

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 General Site Assets – Buildings, Fences, etc A phase consists of both data cleanse and implementation of maintenance. 	the maintenance rollout commencing. This willimpact the schedule.Update:It was agreed between Asset Management andWater Treatment that engagement would beginagain in January 2023.
--	---

Transport & Drainage - Shepherd Engagement and Data Structure

Project Status								
Overall Status		At Risk	Schedule	Risk				
Project Update			Risks					
received f	rom As docume Manage	gn-off documents set Owner. A final ents to be undertaken ement to complete	Loss of Data During Purge Potential loss of Carpark and Kerb and Channel data during Assetic purge. Preventative measures are being implemented.					
Pathway a comparati assets. S matters w • This Proje	assets a ve data till finali ith the o ect is to	been completed for as there is no for Kerb and Channel sing some outstanding contactor. continue in parallel with view of Civil Operations.	Update: Asset Management ha provided from Shepher Shepherd Survey - Pu allowing the Project to Awaiting final stakeho	urge Methodology now close out.				

Assetic - Maintenance Module Review

Project Status			
Overall Status	Overall Status On Track		On Track
Project Update		Risks	
 Project Update The Assetic Maintenance Module Review has identified enhancement options for Assetic and will be provided to Assetic as a package. The enhancements will provide efficiencies to the users of Assetic who use the Maintenance Module. 		The enhancements tha priority for Assetic or wi Update: Maintenance Module re completed with WWS. been provided to Asset	eview has been The suggestions have

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Parks and Environment – Data Structure Creation

Project Status	Project Status									
Overall Status	On Track	Schedule On Track								
Project Update		Risks								
and Environment	was held with the Parks Team to discuss the nd Environment are very ward.		ths during the project orkshop held in December ps are being scheduled							

Sport, Recreation and Event Facilities Audit Project

Project Status							
Overall Status	On Track	Schedule On Track					
Project Update		Risks					
	ifestyle to discuss tion regarding Sports,	function/activity. This n of truth" information cha Update: Facilities Data Structure	ths during the Project. o capturing and elating to these asset as effectively as it could around responsibility for nakes obtaining "source allenging. e is being finalised. s that cannot be captured				

5.3. Asset Maturity Targets

There has been no significant change to the Asset Maturity state for November and December 2022.

5.4. Work in Progress (WIP)

During November and December 2022, Asset Management completed the asset capture of **45** completed WIP projects with a total Capital value of **\$10M**. This includes the capitalisation of five projects by Financial Services which cleared approximately \$160k off the WIP balance.

The total value of Capital projects to be capitalised is \$66 million across 188 projects.

Mackay REGIONAL COUNCIL

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5.4.2 Work in Progress (WIP) – Priority 1

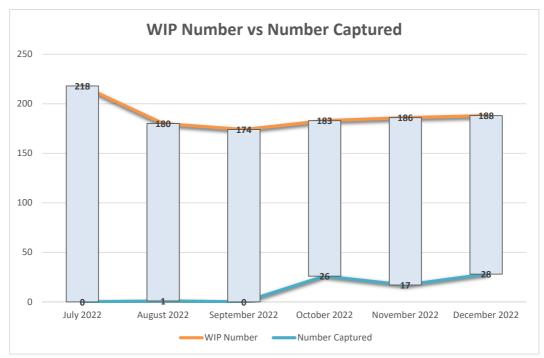
Priority (>365 day		Gateway Status					
Total Priority 1 Backlog	Total Number	As cons	Number	Asset Technical	Number	Accounting	Number
\$15M	68	\$4.7M	24	\$2.8M	2	\$7.5M	42

The Asset Management Program is working with the Capital Works Directorate to understand the status of outstanding As Constructed information and likely timeframes for this to be received.

5.4.3	Work in	Progress	(WIP) -	- Priority 2
-------	---------	----------	---------	--------------

Priority 2 (>90	days old)	Gateway Status					
Total Priority 2 Backlog	Total Number	As cons	Number	Asset Technical	Number	Accounting	Number
\$36M	105	\$24M	69	\$3M	11	\$9M	25

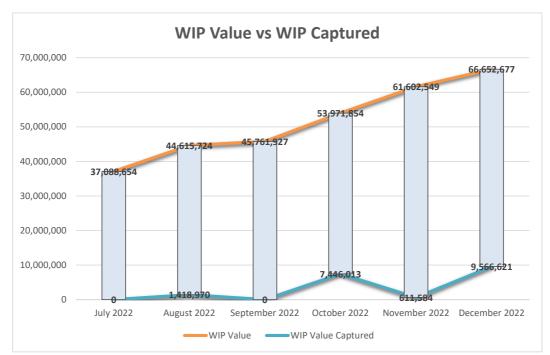
In December 2022, an additional skilled resource returned for 10 days to assist in the processing of WIP. The extra support made a significant difference in the number and value of WIP that was recognised.



** the total **number captured** relates to the completed projects recognised by Asset Management for the specified month.

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** the total **WIP value captured** relates to the completed projects recognised by Asset Management for the specified month.

5.5. Donated Assets

The following table outlines the applications received and completed for Donated Assets.

Donated Assets	Number Completed November / December 2022	Number Outstanding
Subdivisions	0	3
Other Donated	1	1
Non-Developer Donated	0	1

5.6 Work Requests / Work Orders

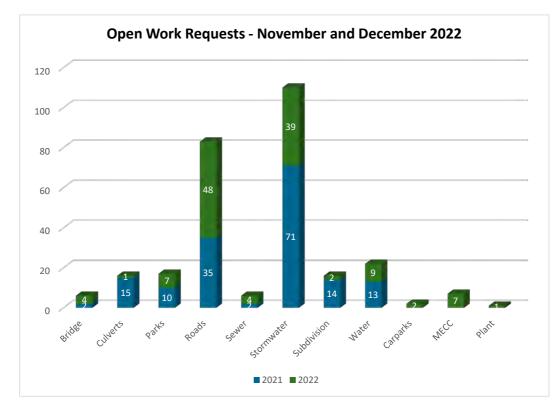
The current total of outstanding Work Requests is **286**. Asset Management has cleared **21% (74)** of the Work Requests in November and December 2022 prioritising aged requests from 2019 and 2020.

A total of 21 new Work Requests were lodged between November and December 2022.

The graph below displays the open Work Requests by type and the year the request was logged.

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The total of outstanding Work Orders is 1,047. This includes:

- 500 open Work Orders that were created from a Work Request.
- **547** open Work Orders that have been created for internal Asset Management, Financial Services or GIS work processes.

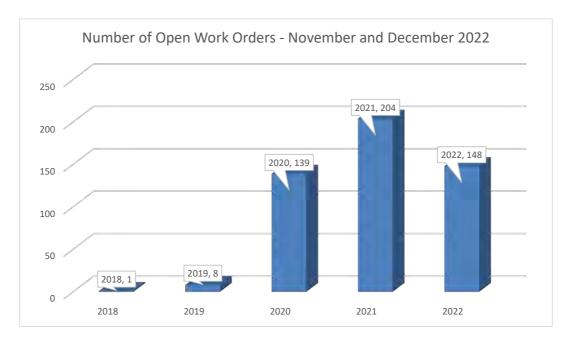
A total of 81 Work Orders have been finalised between November and December 2022.

Work Orders remain open until all assigned Tasks are completed. This includes Tasks that are assigned to the other Corporate asset stakeholders e.g., GIS, Financial Services, asset owners/maintainers.

The graph below displays the total number of Work Orders that are outstanding and the year the Work Request was logged. Please note, this only includes Work Orders that were created from a Work Request.

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The open Work Order for 2018 is a complex Work Order that requires a review of over 300 parks' related assets for spatial accuracy. This Work Order is scheduled to be completed by the end of January 2023.

Asset Management has finalised **57** Work Orders from 2019 and is continuing to focus on clearing the backlog.

5.7 Asset Data Capture System

ESRI / Assetic Integration

The ESRI / Assetic integration has been successfully tested for Stormwater Drains, however, additional development is required to manually create fields in ArcMap. A review of the ADACX Software is to be trialled to test an automated process. Potential issues identified as part of the piloting for this process include:

- o Valuation information is not available through the integration
- o Complexity of data requiring more information than available

• Templates (Database)

The development of the Stormwater and Open Drain Template is 95% complete. A consultant to be engaged to complete the automation through the Data Integration Platform Feature Manipulation Engine (FME).

ADAC

Awaiting the purchase of the ADACX Software to convert drawing files to ADAC files.

11.5.2. ENGINEERING & COMMERCIAL INFRASTRUCTURE - WASTE SERVICES MONTHLY REVIEW -NOVEMBER AND DECEMBER 2022

Author Responsible Officer

File Reference

Attachments

Executive Assistant (Robyn Smith) Director Engineering & Commercial Infrastructure (Jason Devitt) MONTHLY REVIEWS

 ECI - Waste Services Monthly Review November and December 2022 V 2 [11.5.2.1 -15 pages]

Purpose

Attached is a copy of the Engineering & Commercial Infrastructure – Waste Services Monthly Review for November/December 2022.

Related Parties

N/A

Officer's Recommendation

THAT the Engineering & Commercial Infrastructure – Waste Services Monthly Review for November/December 2022.

Council Resolution ORD-2023-017

THAT the Engineering & Commercial Infrastructure – Waste Services Monthly Review for November/December 2022.

Moved Cr Hassan

Seconded Cr Townsend

CARRIED UNANIMOUSLY





Engineering and Commercial Infrastructure -Waste Services

Monthly Review November/December 2022

Engineering & Commercial Infrastructure
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OVERVIEW

This report is for Waste Services activities for the November/December 2022 period.

Significant items in this period include:

- There were nine safety incidents recorded during the November/December period with eight being contractor related.
- Tonnages received at Hogan's Pocket Landfill for December 2022 (7,776 tonnes) were lower than those received in November 2022 (8,343 tonnes).
- 746 tonnes of green waste were received in December which is a 10 tonne increase over the previous month.
- The Dump Voucher Redemption Rate for Season 22B was 17.6% for the rating period with 26,671 vouchers redeemed out of 151,743 (available vouchers) as at the end of December 2022.

Director Engineering & Commercial Infrastructure

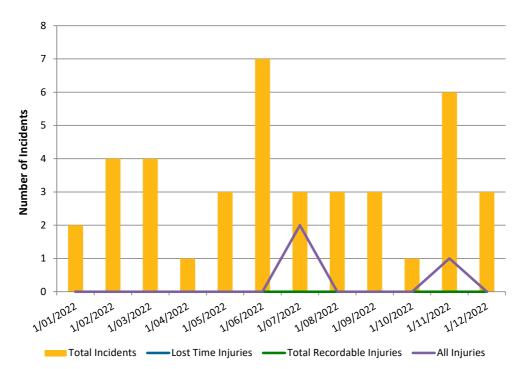
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SAFETY

1.1 Safety Incidents and Lost Time Injuries

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



November and December 2022 Summary:

- Three safety interactions were undertaken in November and four safety interactions were undertaken in December.
- Four site safety inspections were completed in November, no site safety inspections were completed in December.
- 100% of Monthly Action Plans (MAPs) were completed in November with 88% of MAPs completed in December.

There were nine incidents reported during November and December.

The following incidents involving contractors were reported during November and December 2022:

- Landfill compactor fire.
- Small fire occurred in waste pit, extinguished by contractor.
- Excavator contacted roller door causing damage
- Disposing of rubbish, metal pole flicked back and hit corner of eye.
- Litter/ waste was blown out of transport vehicle while travelling. Tarp had not completely closed.
- Truck struck animal causing damage to front of truck.
- MTI Felt pain in shoulder while dragging & emptying bag.
- Small fire in pit, unsure of origin at this time.

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The following injury to an MRC employee was reported during November:

• FAI - When leaving school hall, hit head on roller door

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

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

1.2 Lost Time Injuries

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

	2018-19		2019-20		2020-21			2021-22	2022-23	
Department	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost
Waste Services	0	0	0	0	0	0	0	0	0	0

FINANCE

2.1 Community Service Obligations – Fee Waivers

The graph and the table below show the Charities' and Organisations' expenditure to 30 November 2022. Tonnage rates apply however minimum gate charges will override when applicable.

Expenditure for the Period:

Charity/Organisation	Dec-22		YTD Expendit	Budget for 2022/2023	
-7	Tonnage	\$ (excl gst)	Tonnage	\$ (excl gst)	\$ (excl gst)
Adopt-a-Spot			0.00	\$0.00	\$80.00
Bolzys Go4 Services			0.08	\$57.08	\$900.00
Community Accommodation & Support			0.00	\$0.00	\$80.00
Iona West Mens Shed			0.00	\$0.00	\$80.00
Kidney Support Network Inc	0.18	\$26.35	0.58	\$84.90	\$800.00
Lifeline Mackay	22.18	\$3,246.36	120.06	\$17,572.45	\$28,000.00
Mackay Coloured Co-op.	0.10	\$9.55	1.50	\$311.49	\$1,400.00
Mackay & District Spinal Injuries Assoc Inc			0.00	\$0.00	\$80.00
Mackay Regional Housing Company			0.00	\$0.00	\$700.00
New Life Christian Church			1.32	\$193.20	\$700.00
RSL Pioneer - Fitzroy District			0.08	\$19.05	\$550.00
Sarina Landcare Catchment Support			0.00	\$0.00	\$110.00
Society of St Vincent De Paul	12.26	\$1,794.40	52.16	\$7,634.30	\$11,500.00
St Vincent De Paul Society - Sarina			0.00	\$0.00	\$860.00
The Salvation Army	4.21	\$625.70	19.91	\$2,957.29	\$10,000.00
The Samaritan House			0.20	\$61.86	\$110.00
TOTAL	38.93	5702.36	195.89	\$28,891.62	\$55,950.00

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December 2022 Summary:

Year to date expenditure for Not-for-Profit Organisations is reported on a calendar month basis.



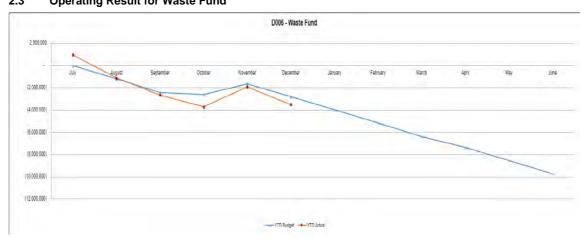
2.2 Waste Financial Report

Operating Result for D006 - Waste Fund For the period ending 20 December 2022

Financial Performance Report Period ending 20 December 2022	Annual Original	Annual Revised	YTD Budget	YTD Actual	YTD Varianc e	Annual Original Budget	Annual Revise d Budget	YTD Budge t	YTD Actual	YTD Varianc e		Program Manager Comments
Wester Fried	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000		
Waste Fund												
6.01 - Commercial Infrastructure Management	(103,469)	(103,469)	(50,083)	(32,817)	17,266	(103)	(103)	(50)	(33)	17	(0)	
6.05 - Waste Services	(9,403,326)	****	(2,688,955)	(3,357,386)	(668,432)	(9,403)	(9,446)	(2,689)	(3,357)	(668)	0	The first 6 months has seen a 5% decline in Waste tonnages disposed off against the budget forecast, resulting in a decline of \$730 against the budgeted revenue. Significantly \$528K of the revenue variance was direclty attributed to a decline in asbestos waste disposal which is 73% less than the budgeted forcast. It is believed this is a reflection of high building/renovation costs and the increase in cost of living expenses.
6.07 - Water Treatment	(182,154)	(186,287)	(82,034)	(133,832)	(51,798)	(182)	(186)	(82)	(134)	(52)	1	
Total Waste Fund						(9,688)	(9,735)	(2,821)	(3,524)	(703)	0	
Operating Surplus / (Deficit)						(9,688)	(9,735)	(2,821)	(3,524)	(703)	0	
						% YTD Va YTD Varia	riance fro		•			
YTD Variance unfavourable, between 0% and 5% of YTD E								TD Bu	dget			
						YTD Varia	nce unfavo	urable, mo	ore than 5	% of YTD Bu	dget	

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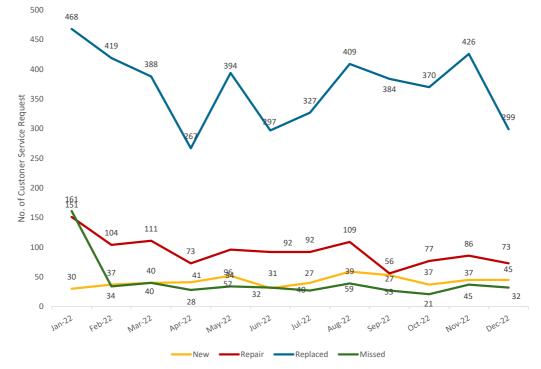


2.3 Operating Result for Waste Fund

CLIENT SERVICE

3.1 Number of Bin Requests Actioned by Bin Contractors

The following graph shows the number of bin requests actioned by Bin Contractors for December 2022.



December 2022 Summary:

The statistics for December 2022 are as follows:

- 45 New Bin Services annual median of 45
- 73 Repaired Bins annual median of 95

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- 299 Replaced Bins annual median of 373
- 32 Missed Bins annual median of 43

Approximately 283,946 bin lifts were performed during the month of December 2022 of which 45 were New Bin Services. A total of 404 Bin Maintenance Requests were received of which 32 were Missed Bins, 73 were Bin Repairs and 299 were Bin Replacements. There is no specific cause for the uplift in bin requests and as this is within the normal range, no immediate action is required apart from monitoring.

There were 32 Missed Bins by the Contractor which represents 0.01185% of the total number of bins collected. Of the bins missed, 25 were general waste bins and seven were recycling bins.

For clarity, Waste Services reporting on New Bin Request numbers is for New Bin Services. A standard New Bin Service includes one general waste wheelie bin and one recycling wheelie bin.

3.2 Dump Vouchers

Vouchers are valid for the relevant 6-month rating period (A= April – September and B= October – March)

	No Vouchers issued	No Vouchers used	%
15' (valid to 31 March 2015)	145,344	34,494	23.7%
15A (valid to 30 September 2015)	146,313	32,414	22.2%
15B (valid to 31 March 2016)	146,790	38,080	25.9%
16A (valid to 30 September 2016)	147,456	36,739	24.9%
16B (valid to 31 March 2017)	147,411	41,977	28.5%
17A (valid to 30 September 2017)	147,411	35,564	24.1%
17B (valid to 31 March 2018)	147,555	40,119	27.2%
18A (valid to 30 September 2018)	147,693	35,546	24.1%
18B (valid to 31 March 2019)	147,984	41,772	28.2%
19A (valid to 30 September 2019)	148,416	38,731	26.1%
19B (valid to 31 March 2020)	148,647	44,898	30.2%
20A (valid to 30 September 2020)	148,905	41,573	27.9%
20B (valid to 31 March 2021)	149,175	38,997	26.1%
21A (valid to 30 September 2021)	150,000	36,585	24.4%
21B (valid to 31 March 2022)	150,657	38,819	25.8%
22A (valid to 30 September 2022)	151,428	38,306	25.3%
22B (valid to 31 March 2023)	151,743	18,659	12.3%

Total number and \$ value of vouchers p	resented to date:	
2014/2015 Financial Year (to 30.06.2015)	58,276	\$419,227
2015/2016 Financial Year (to 30.06.2016)	75,459	\$553,204
2016/2017 Financial Year (to 30.06.2017)	76,790	\$542,853
2017/2018 Financial Year (to 30.06.2018)	72,685	\$558,552
2018/2019 Financial Year (to 30.06.2019)	77,218	\$639,860
2019/2020 Financial Year (to 30.06.2020)	85,258	\$643,421
2020/2021 Financial Year (to 30.06.2021)	83,013	\$618,756
2021/2022 Financial Year (to 30.06.2022)	84,527	\$579,211
2022/2023 Financial Year (to 30.06.2023)	32,324	\$277,887

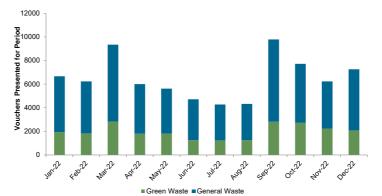
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December 2022 Summary:

The redemption rate for December 2022 was 12.3%. The voucher usage during December 2022 was slightly higher than the reported usage for the same period last year.



3.3 Community Engagement – Education

Recycling and composting talks were given to kindergarten students as follows:

• My School Child Care and Kindy - 22 students

The project partnering with Whitsunday Regional Council and Isaac Regional Council, to update the livery of the Waste Education Trailer focusing on "What Goes Where?" messaging, was delivered in December 2022.

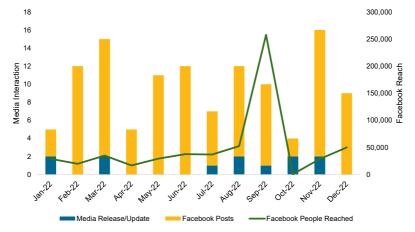
3.4 Material Recovery Facility (MRF)

No tours of the MRF occurred in December 2022 due to school holidays.

3.5 Education Programs in the Community

No Community Education Programs were undertaken in December 2022 due to the holiday period.

3.6 Community Engagement – Social Media





December 2022 Summary:

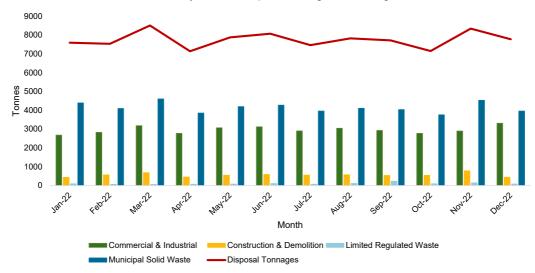
There was no Media Release/Updates and nine Facebook Posts for the December 2022 period:

- 58 likes for " Don't be foiled this Christmas!
- 49 likes for "Yes Z Bin collections will still happen over Christmas!
- 16 likes for "Heading out on the water this holiday season?!"

ASSET MANAGEMENT

4.1 Hogan's Pocket Landfill Waste Disposal Tonnages

The chart shows the continued variability in waste disposal tonnages for the region.



December 2022 Summary:

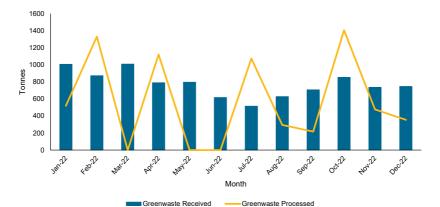
The total waste received at Hogan's Pocket Landfill for December 2022 was 7,776 tonnes which is a decrease of 567 tonnes when compared to the previous month. There was an increase of 411 tonnes in Commercial and Industrial and decreases of 345 tonnes in Construction and Demolition, 60 tonnes in Limited Regulated Waste, and 573 tonnes in Municipal Solid Waste when compared to the previous month.

This month has shown a slight decrease in tonnes from the previous months. The tonnes will continue to be monitored.

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4.2 Green Waste Management

The following graph illustrates the tonnage for green waste received and processed for past 12 months.

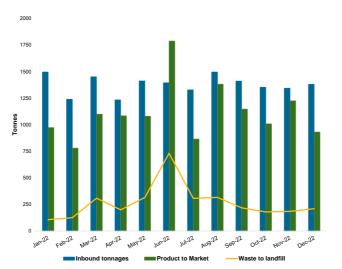


December 2022 Summary:

766 tonnes of green waste were received for the reporting period which is an increase of 10 tonnes over the previous month. Tonnages received are slightly higher than for the same reporting period last year. The amount of material processed for the month was 355 tonnes which is a decrease of 122 tonnes over the previous month.

4.3 Material Recovery Facility Operations

The following graph shows tonnages of materials received and processed at the Materials Recovery Facility (MRF) for the past 12 months.



December 2022 Summary:

Inbound and Product to Market tonnages continued to remain stable during December 2022.

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Transport News

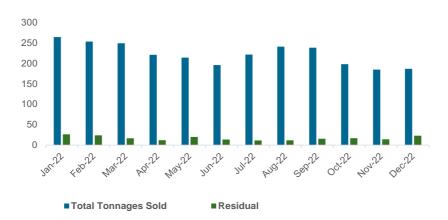
Transport costs have continued to ease slightly as Diesel prices have reduced since early December 2022. However, costs remain approximately 14% higher than for this same time last year and are impacting on the cost of recycling.

Market News

The weak recycling market prices continue. Market prices for paper, aluminium and cardboard all remain low.

4.4 Resource Recovery Facility – Tonnages

The below graph shows the total tonnages sold at the Resource Recovery Facility and the amount of residual waste sent to landfill over the 12-month period.



December 2022 Summary:

There was a slight increase in tonnage sales and tonnes of material transported to landfill during December 2022 when compared to November 2022.

REGULATORY COMPLIANCE

5.1 Surface Water Discharge Management

There were no stormwater releases during December 2022.

5.2 Waste Facility Audits

Inspection Frequency	Number required	% Complete	Completed/ Carryover	Comments
Bi-Monthly	17	71%	12/17	Carried over from December 2022 - two audits for Hogan's Pocket Landfill, 2 for Walkerston Green Waste Facility and one for Far Beach. Missed audits for Finch Hatton will be completed during January and February 2023.

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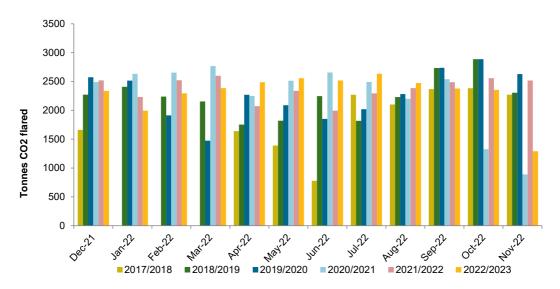
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December 2022 Summary:

A total of 12 Waste Facility Audits were completed during this period with five being carried over to be completed during January and February 2023.

5.3 Landfill Biogas Safety

The graph below displays five years of monthly gas destruction in real time.



December 2022 Summary:

No Landfill Biogas data available for the month of December 2022.

MANAGEMENT INITIATIVES

6.1 COVID-19 – Waste Services Status

Waste Services continues to implement relevant parts of its Business Continuity Plan and has continued to apply all Council, State and Australian Government directives where necessary. In terms of operations:

- The Waste Services Team has seen some impacts due to COVID19, however, core operations have continued to be delivered;
- Due to the unexpected high numbers of staff members with COVID, the organisation encouraged staff to work from home during November 2022. COVID cases have reduced and staff have now returned to the office;
- All sites and services are open as per normal operations;
- Collection Services currently operate as per normal operations; and
- Some Consultancies have been impacted and have implemented working from home protocols.

As the current situation evolves, Waste Services will continuously monitor any impacts and, with approval, modify and respond in accordance with the local circumstances.

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Engineering & Commercial Infrastructure Monthly Review > November/December 2022

6.2 Current Waste Services Management Improvements

Waste Services has been working on several initiatives this month to improve our business. Some of the business improvements currently in progress include:

Operational Project - Asset Management Project

The project is in the Asset Maintenance Phase. This Project was suspended for a few weeks while absences within the Team were filled with internal resources. Work is continuing on the development of Asset Inspection Templates for various sites.

• Operational Project - Closed Landfill Review

Project Background

The "Closed Landfill Project" is a review of Council's closed landfills to determine the extent of work and or monitoring that Council is required to undertake to minimise impacts to the environment because of legacy landfills.

To date the Project has completed the following:

- o "Initial Closed Landfill Site Review".
- Council's Consultants, Golders, has completed 15 detailed Site Summary Reports for review and sign off.
- A qualified Contaminated Land Auditor has also been engaged by Council to review the Site Summary Reports and has provided advice to Council on a pathway forward which considers the regulatory differences in managing sites on an Environmental Authority as opposed to a site that closed before the Environmental Licencing System came into force.
- o A Gap Analysis Roadmap was developed to determine the expected deliverables in 2022.
- o Initial environmental investigations have occurred at two sites.

Project Update:

The Lead Consultants are reviewing the data obtained during the last field investigations in September 2022. It is anticipated that a Draft Report on the findings will be completed in the first quarter of 2023.

Operational Project - Hogan's Pocket Gas Flare - Preparation of Emissions Reduction Fund Offsets Report

Project Background

NDEVR Environmental has been appointed to undertake an analysis of the abatement potential for the Hogans Pocket Gas Plant and to apply to register the gas project under the Emissions Reduction Fund. This will enable the establishment of a baseline for abatement potential to develop and submit future Offset Reports.

Project Update

The Project is now approved by the Clean Energy Regulator (CER). Waste Services can now commence the construction of additional gas wells and gas collection infrastructure to collect additional gas. This additional gas will now be eligible for MRC to claim Australian Carbon Credit Units (ACCU). The current price for ACCUs is \$33 per tonne.

Operational Project - Hogan's Pocket Ground Water Monitoring Assessment

The Consultant is still preparing the Draft Investigation Report. A request for additional site information was received which will better inform the Consultant of the site-specific infrastructure required. It is anticipated that the Draft Report will be submitted within the next few months.

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Engineering & Commercial Infrastructure
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Operational Project - Waste Management and Resource Recovery Strategy Review Project Background

The Waste Management and Resource Recovery Strategy is currently being developed by Waste Services. This Strategy will demonstrate key focus areas for waste management within the Mackay Region.

Project Update

Work continued with a remaining focus on the draft Waste Education Strategy during the month.

• Operational Project – Regional Waste Management Plan

Project Background

The Queensland Government has requested that Waste Management Plans be developed for all Regions by December 2022. These Plans will be used to model future investment needs for the Region, in relation to waste management, resource recovery and waste diversion requirements. The Regional Plans will be a vehicle to help articulate priorities for each Region to the Government.

Project Update

The Consultants are working through the data and met with Regional Councils in October, November, and December 2022 to workshop the initial draft documents. A Council presentation will now be scheduled within the next few months.

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<u>11.5.3. ENGINEERING & COMMERCIAL INFRASTRUCTURE - WATER SERVICES MONTHLY REVIEW -</u> <u>NOVEMBER AND DECEMBER 2022</u>

Author Responsible Officer

File Reference

Attachments

Executive Assistant (Robyn Smith) Director Engineering & Commercial Infrastructure (Jason Devitt) MONTHLY REVIEW

 ECI - Water Services Monthly Review -November and December 2022 [11.5.3.1 - 22 pages]

Purpose

Attached is a copy of the Engineering & Commercial Infrastructure – Water Services Monthly Review for November/December 2022.

Related Parties

N/A

Officer's Recommendation

That the Engineering & Commercial Infrastructure – Water Services Monthly Review for November/December 2022 be received.

The following Question was taken on Notice to be answered outside the meeting -

• Cr May queried if there had been any complaints received from the Sarina area during the recent rain event.

Council Resolution ORD-2023-018

That the Engineering & Commercial Infrastructure – Water Services Monthly Review for November/December 2022 be received.

Moved Cr Hassan

Seconded Cr Mann

CARRIED UNANIMOUSLY



Engineering and Commercial Infrastructure -Water Services

Monthly Review November/December 2022

Engineering & Commercial Infrastructure -Water Services Monthly Review > November/December 2022

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Engineering & Commercial Infrastructure -Water Services Monthly Review > November/December 2022

OVERVIEW

This report is for Water Services activities for the November/December 2022 period.

Significant items in this period include:

- There were no Lost Time Injuries recorded and four incidents within the November/December reporting period.
- Water consumption decreased across all communities from November 2022 to December 2022. The Mackay and Sarina communities remain under the Daily Residential Water Consumption Target of 200 l/p/d with Marian/Mirani communities exceeding the target.
- A total of 306 Work Requests were received to 31 December 2022 resulting in 209 Work Orders relating to Water and 29 Work Orders relating to Sewer
- There were 635 leak notifications issued for non myh20 members and 5,238 leak notifications issued for registered myh20 members during December 2022.
- Most 'Liked' Facebook Post was for: Koumala residents enjoy improved water quality
- The Customer Survey results for Water Networks for October/ November 2022 in achieving 4.75 stars was an outstanding result.
- There were two incidents reported to the Department of Environment and Science (DES) the Environmental Regulator, during the November/December period. One was for a high pH result for a discharge from the Mackay South Water Recycling Scheme, Recycled Water Storage Dam 2 (RWS2) and one which related to a Thermotolerant Coliform level recorded for a discharge from the Mackay South Water Recycling Scheme to Bakers Creek through the Ultra-Violet (UV) Treatment System.

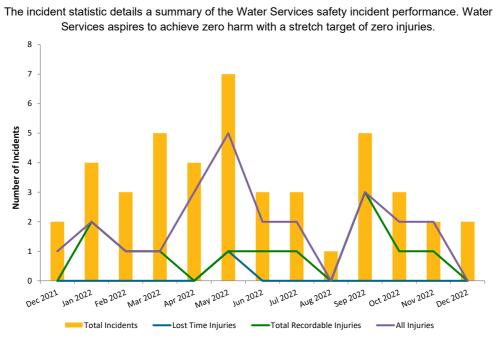
Director Engineering & Commercial Infrastructure

Water Services Monthly Review > November/December 2022

Mackay REGIONAL COUNCIL

SAFETY

1.1. Incident Statistics



November and December 2022 Summary:

- Fourteen safety interactions were undertaken in November and twenty-one were undertaken in December.
- Three safety inspection were undertaken for each month of November and December.
- 91% of Monthly Action Plans (MAPs) activities were carried out in November with 94% of MAPs completed in December.

There were four incidents reported during November and December 2022.

The following injuries to MRC employees were reported during November:

- MTI Removed palm frond from driveway to allow MRC On Call vehicle to exit, felt pain in arm
- NTI Felt pain in back after lifting/ moving autoclave.

The following asset damage incidents involving MRC employees were reported during December:

• Telstra cable damaged during excavation works. Dial Before You Dig (DBYD) was undertaken.

The following near miss incident was reported during December:

• Working on site switchboard, triggered a power disruption which caused onsite generator battery to attempt to start, and battery exploded

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

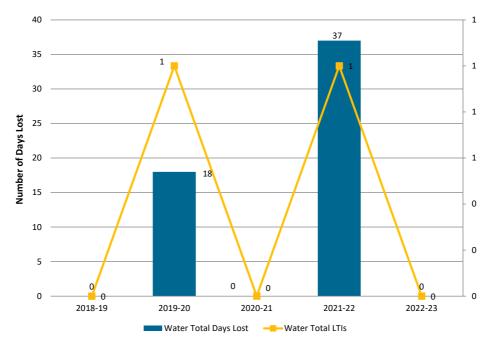
Water Services Monthly Review > November/December 2022

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

1.2. Lost Time Injuries

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Water Services aspires to achieve zero Lost Time Injuries (LTI) by improving safety performance through developing a proactive safety culture and implementing best practice safety management across all business areas.



	201	2018-19		2019-20		2020-21		2021-22		2022-23	
Department	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	LTI	Days Lost	
ECI Management	0	0	0	0	0	0	0	0	0	0	
Water & Sewerage Infrastructure Planning	0	0	0	0	0	0	0	0	0	0	
Water Network	0	0	1	18	0	0	1	37	0	0	
Water Treatment	0	0	0	0	0	0	0	0	0	0	
Infrastructure Delivery	0	0	0	0	0	0	0	0	0	0	
Water Services	0	0	1	18	0	0	1	37	0	0	
			Page 5								



Engineering & Commercial Infrastructure -Water Services Monthly Review > November/December 2022

FINANCE

2.1. Water and Wastewater Financial Report

Operating Result for D006 - Water Fund and Sewerage Fund For the period ending 20 December 2022

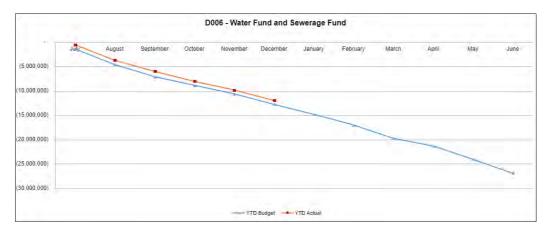
	Annual Original Budget	Annual Revised Budget	YTD Budget	YTD Actual	YTD Variance	Program Manager Comments
•	\$000	\$000	\$000	\$000	\$000	
Water Fund						
6.01 - Commercial Infrastructure Management	678	680	491	442	(50)	Rental income behind due to incorrect spreading.
6.02 - Water & Sewage Infrastructure Planning	(1,005)	(1,005)	(534)	(541)	(7)	Delay in data collection for Rural Water Strategy. New pressure loggers ordered to progress this.
6.04 - Water Networks	(6,978)	(1,003)	(3,373)	(3,426)	(7)	On target
6.07 - Water Treatment	(5,989)	(5,996)	(3,185)	(3,351)	(166)	
Total Water Fund	(13,294)	(13,295)	(6,601)	(6,876)	(276)	
Sewerage Fund						
6.01 - Commercial Infrastructure Management	907	907	408	442	34	Subscription to Queensland Water Directorate (QWD) not captured in budget but is a required spend
6.02 - Water & Sewage Infrastructure Planning	(1,007)	(1,007)	(479)	(476)	3	On Track
6.04 - Water Networks	(6,273)	(6,286)	(2,638)	(2,006)	632	
6.07 - Water Treatment	(7,213)	(7,205)	(3,483)	(3,083)	400	
Total Sewerage Fund	(13,586)	(13,591)	(6,192)	(5,123)	1,069	

% YTD Variance from YTD Budget

YTD Variance favourable of budget YTD Variance unfavourable, between 0% and 5% of YTD Budg<mark>e</mark>

YTD Variance unfavourable, more than 5% of YTD Budget

2.2. Operating Result for Water and Sewerage Fund

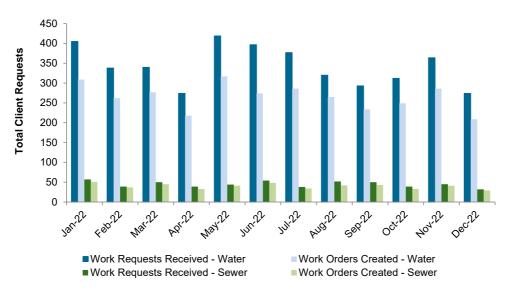


Engineering & Commercial Infrastructure -Water Services Monthly Review > November/December 2022

CUSTOMER SERVICES

3.1. Work Requests Received

The following Chart details the number of Customer Requests received during the reporting period that relate to both Water and Sewer requests. The associated Work Orders created from the Work Requests are also displayed.



December 2022 Summary:

A total of 306 Work Requests were received to 31 December 2022; i.e., 274 Work Requests related to Water and 32 Work Requests related to Sewer. From these Work Requests, 209 Work Orders were generated for Water and 29 Work Orders were generated for Sewer.

Water Services Monthly Review > November/December 2022

3.2. Work Orders Completed

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The following Chart displays the number of Work Orders created during the previous reporting period. The target is to have 90% of all customer requests closed. A summary of the performance and percentage of Work Orders completed within that month is detailed below.

Please note, results are one month in arrears to allow for accurate reporting due the timing of completed work (i.e., a request received at the end of one month being actioned at the start of the next month).



November 2022 Summary:

The number of Work Orders generated from Pathway Requests to 30 November 2022 was 311. 95% of these Work Orders were completed within the specified time which is above the 90% target. The number of Customer Requests will not always match the number of actions undertaken mostly due to multiple customers reporting the one issue and the timing of completed work (i.e., a request received at the end of one month being actioned at the start of the next month).

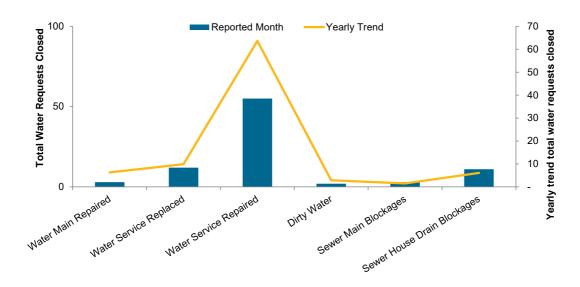
Water Services Monthly Review > November/December 2022

3.3. Water Requests Closed

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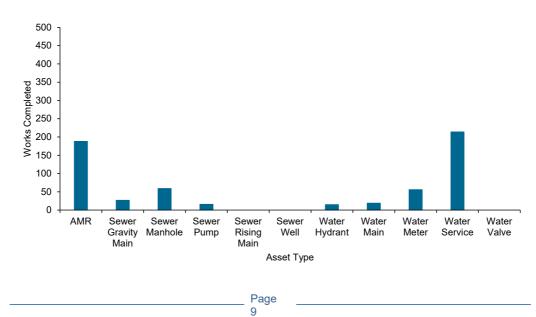
When a customer lodges a request via the Call Centre, it is sometimes not reflective of the actual problem. Therefore, the following graph shows the actual work undertaken and completed. The numbers of Customer Requests will not always match the number of actions undertaken mainly due to multiple customers reporting the one issue.

Please note, results are one month in arrears to allow for accurate reporting due to the timing of completed work (i.e., a request received at the end of one month being actioned at the start of the next month).



3.4. Works Completed by Asset Type

The following Chart displays the work that was completed for each asset type during the reporting period. The work that was completed includes Corrective Maintenance (reactive) works, along with Preventative Maintenance Works.



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December 2022 Summary:

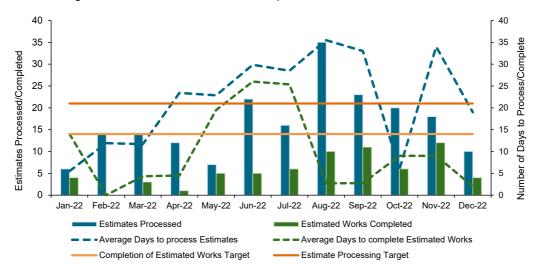
The number of Work Orders completed for the reporting period was 594. This includes 188 Water Meter replacements or new installations.

3.5. Estimated Works

Water Services receives requests from customers for quotations to connect to Council's infrastructure (Estimates). It is important to note that many Estimates are requested by Developers as part of preplanning for future development stages. As a result, many of the Estimates completed do not result in requests for immediate work to be undertaken. Also, of note is the fact that often requests are received for two block subdivisions where clients seek to understand the total costs involved with subdivision before determining their final course of action.

In the instance where a client does not accept our initial estimate provided, they can request a further breakdown of the fees and charges involved. On some occasions, clients may be able to undertake certain aspects of the work themselves, however, Council always stipulates that any live works undertaken on Council's water or sewerage infrastructure is undertaken by Council. These requests range from large subdivision development connections to a single service connection for a property.

The following Chart displays the number of Estimates processed for customers for the reporting period and the average time taken to complete. The Chart also shows the number of Estimated Works completed and the average time taken for Water Services to complete the Estimated Works.



December 2022 Summary:

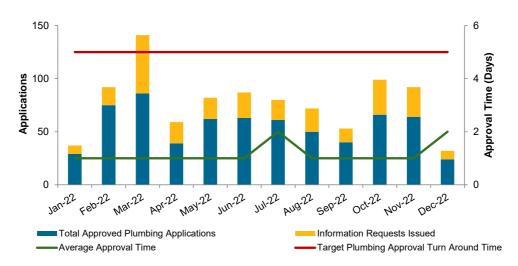
The number of Estimates processed for customers during the reporting period was ten with the average time taken to process requests being 19 days which is inside the target of 21 working days. The number of Estimated Works Completed during the reporting period was two with an average time taken to complete works in the field of nine days which is within the 14-working day target.

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Water Services Monthly Review > November/December 2022

3.6. **Plumbing Applications:**

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



December 2022 Summary:

The number of Plumbing Applications approved for the period was 24 which is a decrease of 62% over the previous month. The Approval Turnaround Time was two days which remains well within the five-day target.

3.7. **Trade Waste Approvals**

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

	Total Approved Businesses	Temporary Approvals in Place	New Approved Businesses for the Month
Mackay South	833	38	4
Mackay North	93	1	0
Sarina	56	1	0
Mirani/Marian	37	1	1
Total	1,019	41	5

December 2022 Summary:

Five new Trade Waste Approvals were provided to new businesses after completion of their Trade Waste requirements: three for new businesses and two for change of ownership.

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Engineering & Commercial Infrastructure -

Mackay REGIONAL COUNCIL Water Services Monthly Review > November/December 2022

3.8. Annual Trade Waste Activity

Annual targets are set for the Trade Waste Team with respect to licensing trade waste businesses. A combined target of 250 has been set for both new licensed businesses and audits to be completed by July 2022. The following Chart shows the actual approvals, temporary approvals and audits achieved for the year to date.

Target Interactions = 250

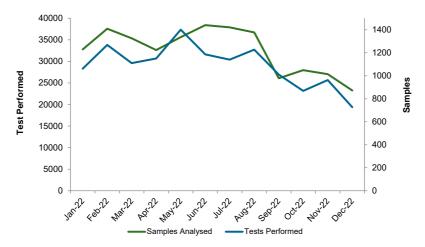


December 2022 Summary:

Five approvals were issued, and ten Audits were conducted. The combined annual target for Audits and Approvals is 250 for the 2022/2023 financial year.

3.9. Scientific and Analytical Services

Scientific and Analytical Services (MRC Laboratory) is National Association of Testing Authorities (NATA) accredited (ISO 17025) to provide sampling and laboratory analysis to both Mackay Regional Council and external customers. A summary of the laboratory activities is detailed below.



December 2022 Summary:

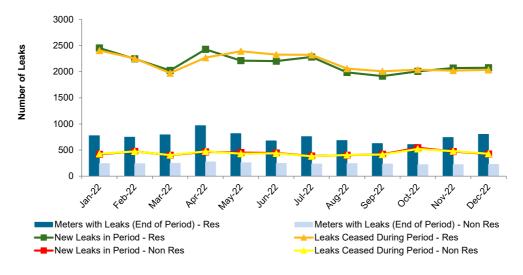
The number of sample batches registered during this period was 409 with 1,014 samples analysed. The total number of tests performed for the month was 19,385 which is down on previous months due to reduced staff and Public Holidays.

Mackay REGIONAL COUNCIL

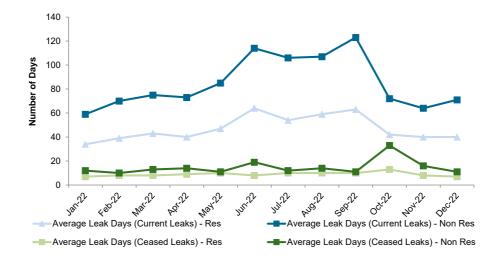
Water Services Monthly Review > November/December 2022

3.10. Leak Detection Notifications

Potential leak notifications are sent to customers when the leak is identified as greater than 10 litres per hour (L/h). Notifications are sent by email, SMS and by post to those owners who have not signed up to the myh2o portal and cease after three consecutive months of notification. Property owners signed up to myh2o also receive notifications by email and/or SMS.



Potential Leak Notifications Sent						
	Via myh2o					
Email	SMS	Letters	Email & SMS			
298	57	280	5,238			



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Water Services Monthly Review > November/December 2022

December 2022 Summary (25 November 2022 - 25 December 2022):

2,035 leaks ceased for residential properties during the reporting period with an average of 7 days for the leak to cease (i.e., for the leak to be addressed by the property owner). However, there have been leaks that commenced prior to 25 November 2022 that are still ongoing with an average of 40 leak days.

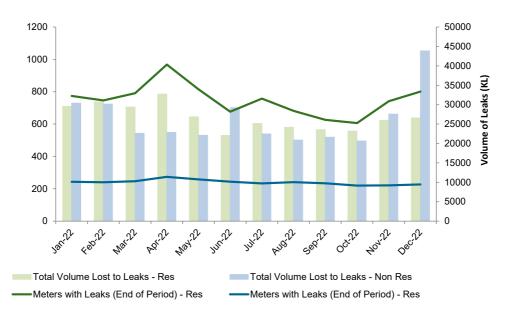
2,075 residential property leaks commenced during the period.

The number of average leak days for residential properties remained at 40 in December 2022. The number of Automated Meter Readers (AMRs) replaced during the month was 188. This will continue to impact reported leaks as data is now being received for these replaced meters whereas data was not being received previously and leaks were not being identified/reported.

424 leaks ceased for non-residential properties during the reporting period with an average of 11 days for the leak to cease (i.e., for the leak to be repaired by the property owner). However, there have been leaks that commenced prior to 25 November 2022 that are still ongoing with an average of 71 leak days.

430 non-residential property leaks commenced during the period.

Considerable effort is devoted towards encouraging non-residential customers to fix the identified leaks, however, some of these leaks are difficult to track down due to the size and complexity of the property.



December 2022 Summary (25 November 2022 – 25 December 2022):

This graph highlights the actual total volume of water lost due to leaks for residential and non-residential property owners. For residential, a total of 26,577kL of water was lost due to leaks and for non-residential the total water lost was 43,886kL. These amounts have increased since the previous month, with non-residential statistics increasing dramatically. This may be attributed to businesses closing over the Christmas period and leaks going unnoticed, or a few non-residential properties having significantly large water leaks as the number of new leaks and average number of days both decreased.

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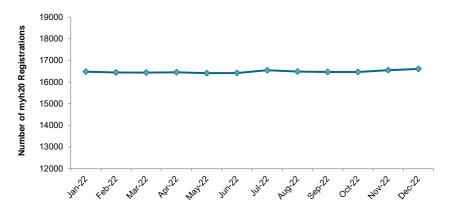
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3.11. Myh2o Registrations

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The following chart shows the cumulative number of myh2o registrations for the reporting period. If a property changes ownership, this property will automatically be removed from the previous owner profile within the myh2o portal.

Please note: MiWater relaunched as Aqualus in May 2020, with a new user interface – there has been no change to the public portal name 'myh2o'.

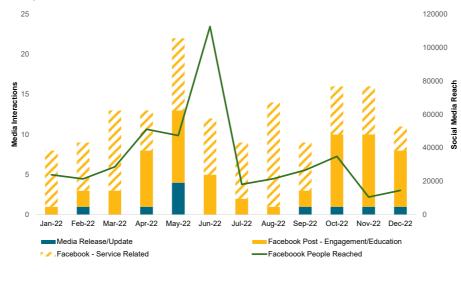


December 2022 Summary:

There were 79 new registrations for the reporting period, and 185 de-registrations bringing the total number of myh2o registrations to 16,536 including property owners (15,181), tenants (989), and real-estate agents (366). The decrease in registrations at the end of the year was consistent with previous years due to the movement of people and properties, however, syncing issues were also experienced between Pathway and Aqualus during this period resulting in the figure quoted representing 1.5 months.

3.12. Community Engagement – Social Media

Water Services engagement with the community is monitored; the following chart shows the number of Media Releases/Updates, informative Facebook posts, and the number of people reached through this social media platform.



Mackay REGIONAL COUNCIL

Water Services Monthly Review > November/December 2022

December 2022 Summary:

There was one Media Release and no Media Updates for the period and a total of 10 Facebook Posts. Three posts were service related, i.e., either notices of water supply interruptions or service-related water advice, and seven were engagement posts. 14,575 Facebook post impressions were recorded.

- 53 likes were received for: Nightly News Bite- Koumala residents enjoy improved water quality ٠
- 45 likes were received for: Residents are reminded water bills are due today, December 7
- 24 likes were received for: Heading off on holidays? Make sure you sign up to myh2o.

3.13. Community Engagement – Education and Information

Water Education Sessions generally cover "Water Wise" content together with other topical issues such as the 3 Ps' message: what can and cannot be flushed down the toilet.

The Mackay Regional Council website also continues to provide a vast array of Water information to residents covering 22 important topics with the information updated as and when required. A sample of the topics covered are listed below:

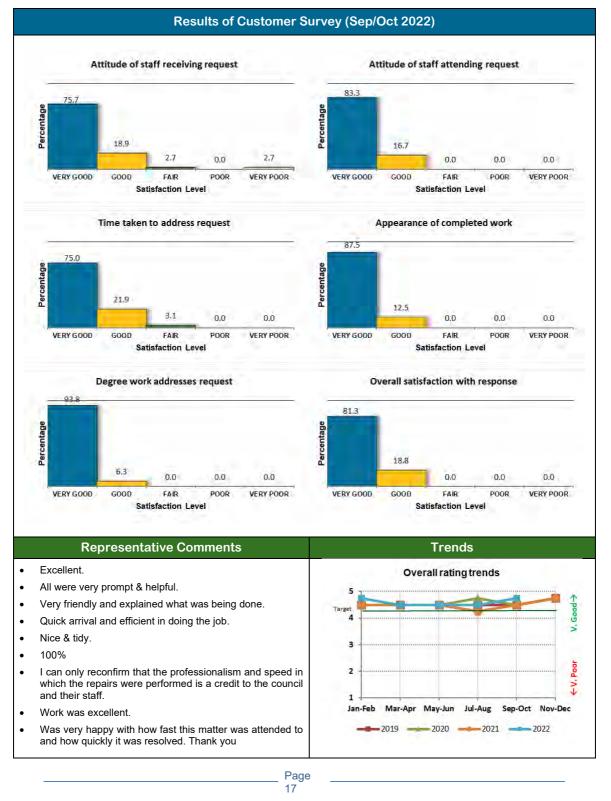
- "Choose Tap"
- "Portable and Permanent Water Refill Stations"
- "Backflow Prevention"
- "Building Over Sewers"

There were no Water Education Sessions delivered during December 2022.

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Water Services Monthly Review > November/December 2022

3.14. Customer Survey Results



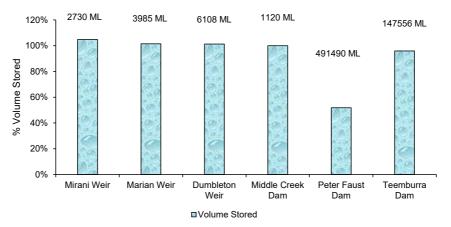
Engineering & Commercial Infrastructure -

Water Services Monthly Review > November/December 2022

ASSET MANAGEMENT

4.1. Surface Water Raw Water Storage Capacities

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

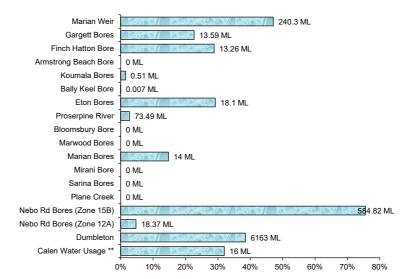


December 2022 Summary:

Middle Creek Dam, Dumbleton, Marian, and Mirani Weirs are all at or above 100% of capacity. Teemburra Dam is at 95% of capacity. Peter Faust Dam recorded the lowest level of all the storages and is currently sitting at 52% of capacity.

4.2. Annual Water Consumption vs Allocation by Source

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



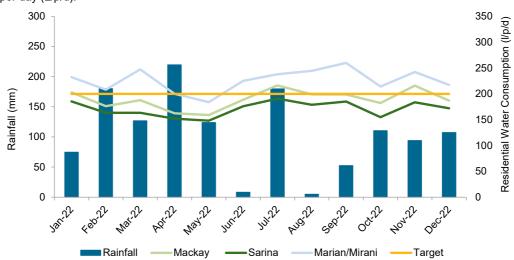
*Calen Water Usage figures are not based on Water Allocation but show the amount of water usage for the area to date. ** Please note no current flowmeter reading is available for Koumala. Estimated values are represented above.

Mackay REGIONAL COUNCIL

Water Services Monthly Review > November/December 2022

4.3. Water Consumption by Locality – Residential Customers Only

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



December 2022 Summary:

Water consumption has decreased for the Mackay, Sarina and Marian/Mirani communities from November 2022 to December 2022. The Mackay and Sarina communities remain under the Daily Residential Water Consumption Target of 200 l/p/d; however, the Marian/Mirani communities have exceeded the daily water consumption target recording an average of 217 l/p/d. Rainfall increased in December 2022 (107.4mm) when compared to November 2022 (94mm).

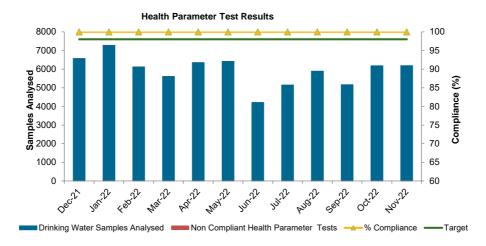
Mackay REGIONAL COUNCIL

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REGULATORY COMPLIANCE

5.1. Drinking Water Compliance

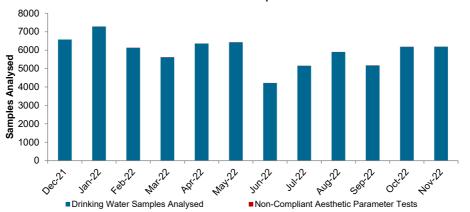
Potable water is provided in accordance with the requirements of the *Water Supply Safety and Reliability Act,* measured against the *Australian Drinking Water Quality Guidelines.* Drinking Water samples are taken at the outlet of Water Treatment Plants and at various locations within the reticulation network. *Please note, results are one month in arrears to allow for accurate reporting.*



November 2022 Summary:

All Drinking Water Verification Monitoring Results from sampling undertaken in November 2022 complied with ADWG Health Guideline Values.

Qld Health's Preferred Guideline Value for chlorate was also complied with throughout November 2022.



Aesthetic Parameter Sample Results

November 2022 Summary:

There were three Drinking Water Verification Monitoring sample results which breached the corresponding ADWG Aesthetic Guideline Value in November 2022.

There were two Drinking Water Verification Monitoring sample results which exceeded the ADWG Sodium Aesthetic Guideline Value of 180 mg/L. The results of 217 mg/L and 187 mg/L were recorded in

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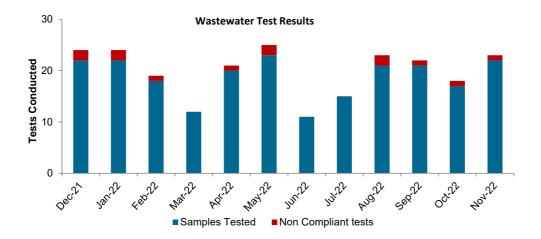
the Eton Water Supply Scheme (WSS). As seen in previous months, this result is only marginally above the Aesthetic Guideline Value and is related to the plant's softening process.

No follow up or action is deemed warranted at this stage as the results are within the operating range of the Water Softening Plant.

The Midge Point WSS is still experiencing elevated Manganese levels at the Kelsey Creek Treated Water facility. These exceedances are still being investigated with the results likely to be related to the timing of the sample collection (sample collected during the treatment process before settling). Manganese results across the reticulation network are below reportable levels.

5.2. Wastewater Compliance

The discharges from wastewater treatment facilities are regulated by Development Approvals issued by the Department of Environment and Science (DES). The licence requirements differ based on the year the Development Approval was issued and the receiving environment associated with discharges. *Please note results are one month in arrears to allow for accurate reporting.*



November 2022 Summary:

In November 2022 there was one non-compliant wastewater test result.

At the Mackay South Water Recycling Facility (MSWRF) a pH breach was recorded for a discharge of effluent from the Recycled Water Storage 2 into Bakers Creek. This is considered a minor water quality breach as the pH of the effluent would have reduced below the discharge limit once the effluent interacted with the water in Bakers Creek.

5.3. Regulator Reporting

There were two incidents that required reporting to the Department of Environment and Science (DES), the Environmental Regulator, during November/December 2022.

November's incident related to a high pH result for a discharge from the Mackay South Water Recycling Scheme, Recycled Water Storage Dam 2 (RWS2). The breach was reported to DES on 24 November 2022, with the Part B Investigation Report due to be submitted by 14 December 2022.

December's incident related to a Thermotolerant Coliform level recorded for a discharge from the Mackay South Water Recycling Scheme to Bakers Creek through the Ultra-Violet (UV) Treatment

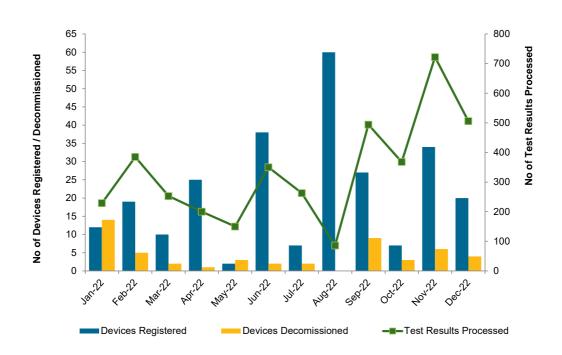
Mackay REGIONAL COUNCIL

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System. The breach was reported to DES on 23 December 2022, with the Part B Investigation Report due to be submitted by 17 January 2023.

5.4. Backflow Prevention Device Register

Backflow prevention devices are designed to protect the town's drinking water supply from contamination by acting as a barrier, keeping contaminated water separate from the drinking water supply. Local Governments have a legislative requirement in accordance with the *Plumbing and Drainage Regulation 2019* to implement and maintain a register of all devices in the municipality.



December 2022 Summary:

20 new devices were registered, four devices were decommissioned, and 506 tests were processed on backflow devices for December 2022.

11.6. ORGANISATIONAL SERVICES 11.6.1. ORGANISATIONAL SERVICES MONTHLY REVIEW REPORT - NOVEMBER & DECEMBER 2022

Author Responsible Officer File Reference	Acting Director	Organisational Services (Anthony Bigby) Organisational Services (Anthony Bigby) /onthly Review Reports
Attachments	0	tional Services Monthly Review Report - November / December 6.1.1 - 31 pages]

Purpose

To provide Council with the Organisational Services Monthly Review Report for the months of November/December 2022.

Related Parties

Nil

Corporate Plan Linkage

Operational Excellence

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.

Officer's Recommendation

THAT the Organisational Services Monthly Review Report for the months of November and December 2022 be received.

Council Resolution ORD-2023-019

THAT the Organisational Services Monthly Review Report for the months of November and December 2022 be received.

Moved Cr Jones

Seconded Cr Mann

CARRIED UNANIMOUSLY



Organisational Services

Monthly Review > November & December 2022

Organisational Services Monthly Review > November & December 2022

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1. EXECUTIVE SUMMARY

This report is for the Organisational Services Department for the months of November & December 2022:

- Safety continues to be a focus of the department with no lost time injuries reported for the current financial year.
- The Customer Service Concierge service has resulted in 43% of customer enquiries being resolved at the first point of contact.
- Cyber Security continues to be a focus for the organisation with Information Services enrolling staff and contractor in training each month.
- Resource Industry Network (RIN) in partnership with MRC have begun discussions for our next mentoring program, with registrations due to open to the public in February 2023. MRC is working to encourage more partnerships with local industry networking groups to join the program in 2023.

Anthony Bigby Acting Director Organisational Services





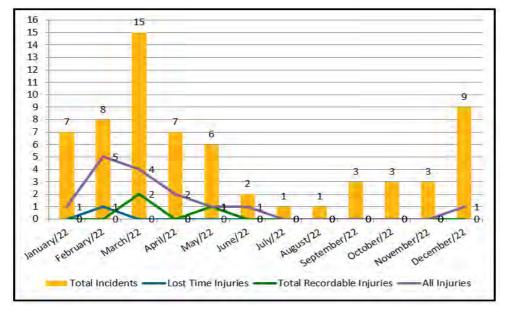
2.1 Incidents and Injuries

Summary

In December 2022:

- Sixty-eight safety interactions were completed.
- Two site safety inspection were completed.
- 97% of monthly action plans activities were carried out.

Nine incidents were reported in December, involving MRC employees, members of the public or contractors.



The following injury was reported in December:

• NTI - While walking to meeting, twisted ankle on uneven ground.

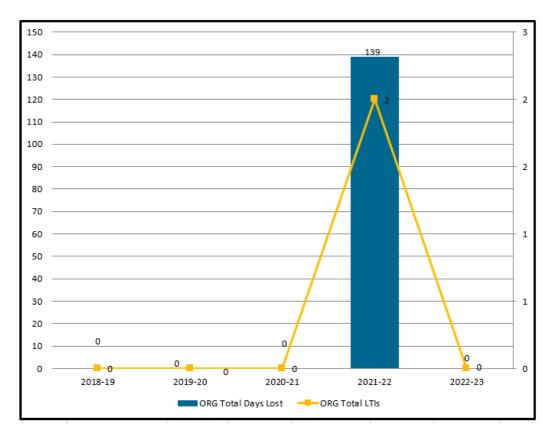
The following near miss incident was reported in December:

 Isolated electricity to install new door lock on Field Services project donga, damaged electrical cable whilst penetrating wall to install.

The following incidents involving a contractor or member of the public were reported in December:

- Undertaking work to install fibre optic, while under boring damaged third-party fibre optic asset.
- Patron incurred injury whilst on in-water inflatable device.
- Insect hive found under the picnic table; insect stung Patron's finger.
- Patron slipped on white grate at edge of splash pad, resulting in cut to big toe
- Patron kicked the ground while walking, injuring toes/ feet.
- Patron pushed over by another patron, grazing knee.
- While undertaking works, contractor has earthed out a lead resulting in loss of power.

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



2.2 Lost Time Injuries & Days Lost

	2018-19		2019-20		2020-21		2021-22		2022-23	
Department	LTI	Days Lost								
Finance										
Information Services										
Shared Services							1	3		
People & Culture										
Procurement & Plant							1	136		
Property Services										
Executive Office										
Office of the Mayor & CEO										
Organisational Services Total	0	0	0	0	0	0	2	139	0	0

For the 2022-23 year, there has been no lost time injuries recorded.

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3. BUSINESS IMPROVEMENTS

3.1 Organisational Services Business Improvement Projects / Initiatives

Description	Program	Comments
Long Term Financial Forecast (LTFF) Program Development Project	Director Organisational Services	• Dedicated resources have been assigned to specifically update the format (structure and content) of the LTFF. This work is focused on developing a robust 3-year capital works program for consideration by Council. Whilst this is underway, the broader aspects of the LTFF Program Development Project are on hold.
Business Process Management (BPM)	Shared Services	Apprentice & Training Lifecycle in process of being documented within Promapp.
		 Monthly report advising of out-of-date processes having positive impact.
Customer Service Concierge	Shared Services	• Officers working closely with Corporate Communications team to ensure website information is up to date and links are active.
		• 43% of customer interactions resulted in resolution of enquiry at first point of contact.
Print House Transition	Shared Services	Several notice types transition now complete including, rates and reminder notices, backflow testing reminders and metered water
		Backflow testing notice transitioning
		eNotices portal is live
		Historical data in process of transferring
Online Offerings	Shared Services	Direct Debits
, v		 Process being analysed and optimised with a view to move online, enabling self-service options for customers
		ePathway
		Links added to increase usability of ePathway offerings

Organisational Services

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4. FINANCIAL POSITION

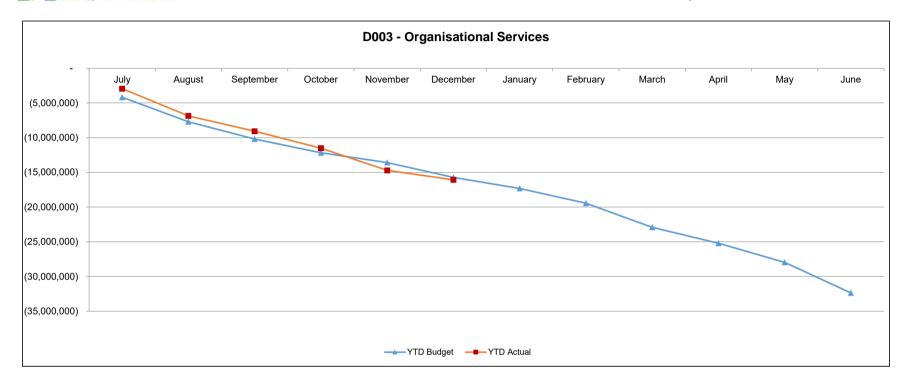
Operating Result for D003

For the period ending 20 December 2022

	Annual Original Budget	Annual Revised Budget	YTD Budget	YTD Actual	YTD Variance	Program Manager Comments
	\$000	\$000	\$000	\$000	\$000	
D003 - Organisational Services						
3.01 - Organisational Services Management						This is due to the inclusion of wages for the employees working under the DOS on the LTFF
	(1,605)	(1,514)	(311)	(336)	(24)	project.
3.02 - People & Culture	(3,224)	(3,334)	(1,602)	(1,533)	69	On track (4% variance)
3.03 - Financial Services	(3,780)	(3,702)	(1,296)	(1,245)	51	Ontrack variance due to saving in Staff benefits to be rectified in DBR
3.04 - Procurement & Plant						Decreased income for plant hire and fuel rebates. Plant maintenance spend not as high as
	4,578	4,510	2,076	1,485	(591)	anticipated to date.
						Small overspend associated with cloud hosting and software maintenance invoice timing. Expectation for this to lower with corrections associated with
3.05 - Information Services						movement to pre-payments for FY22/23
	(10.190)	(10,073)	(6.098)	(6,320)	(222)	(processed at eom) for service terms broken across FY's.
3.09 - Shared Services	(7,181)	(7,270)	(3,426)	(3,405)	(222)	Budget on track
	(1,101)	(1,210)	(0,120)	(0,100)	2.1	Variance caused by timing of expense recognition against the Belgravia Contract, Pool Management,
3.11 - Property Services	(10,714)	(10,840)	(5,329)	(4,281)	1,049	HVAC repairs and maintenance and cleaning expenses
3.17 - W4Q & Fed's COVID Funding	-	(31)	(0,020)	(4,201)	(24)	Variance to be rectified in DBR
3.18 - Works for Queensland Round 4						Works for QLD has been fully exhaused and expense will be moved to civil Ops budget as a
	(152)	(124)	260	(404)	(664)	journal during month of January
3.19 - Local Roads & Community Infrastructure Program F	-	-	-	-	-	N/A
Operating Surplus / (Deficit)	(32,268)	(32,378)	(15,731)	(16,068)	(335)	

Organisational Services

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SHARED SERVICES

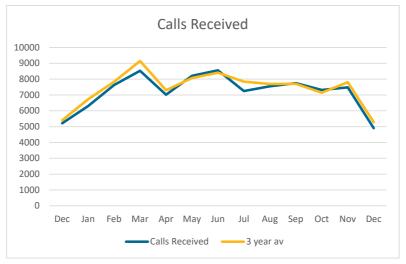
Overview of External Customer Services 5.1

KPI KPI Description (Red (Under KPI)	Green (Met KPI)	Blue (Exceed KPI)	Result
First Contact Resolution (FCR)	The percentage of external customer enquiries that are resolved at the first point of contact.	< 50%	50-60%	> 60%	52%
Abandoned Calls	The percentage of customers that abandon their call before being served.	> 6%	4.5-6%	< 4.5%	7%
Customer Satisfaction	A measure of customer satisfaction as reported by the end of call survey	< 80%	80-85%	> 85%	97%
Customer Request Completion*	Service requests resolved within corporate standard timeframes	< 80%	80-85%	> 85%	79%

Abandoned Calls: Historically it appeared that increased abandoned calls correlated with the number of call backs being requested, investigation has not supported this theory. On average customers are waiting just over 90 seconds before abandoning a call, investigation is underway to reduce average time to answer, currently just under 3 minutes on average.

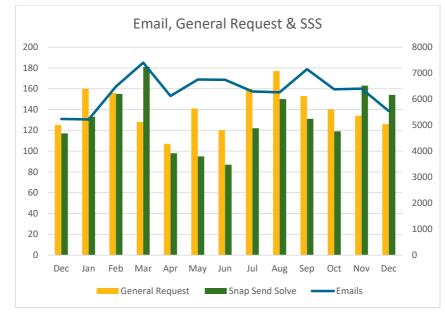
Customer Request Completion: Pathway is undergoing data cleansing because of an internal audit conducted late 2022. 76 of the 146 customer requests closed outside of timeframes were due to the data cleanse activities. These 76 requests were client compliments and attributed to the Shared Services stats due to the business improvement team closing them out. Without these the team closed 86% of customer requests on time.

KPI Graphs and Commentary



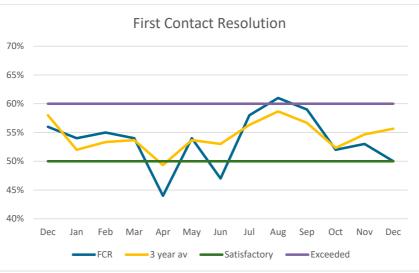
Calls Received: A total of 7,476 calls were received in November and 4,902 in December, averaging 366 and 245 calls per day for the reporting periods. Total calls received are in line with the 3-year average for the reporting period. Calls received for the same period in 2021 were 5,214 and 6,305 respective.





Emails and Online Services:

Emails and Online Services: A total of 6,405 emails were received in November and 5,539 in December, in line with the same period last year. General Requests have remained steady over the reporting periods 134 for November and 126 for December, Snap, Send, Solve submissions showing a slight increase with 163 submissions in November and 154 in December.

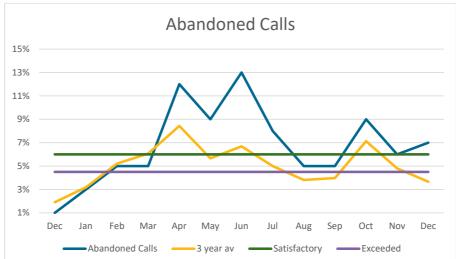


First Contact Resolution (FCR):

First Contact Resolution (FCR): In November, FCR showed that 53% of customer queries were resolved at first contact and 50% of resolved in December. This month's FCR was affected by complexity of enquiries related to rate notices and water billing, coupled with new starters and vacant positions.







Abandoned Calls: Abandoned Calls were 6% for November and 7% for December (382 and 281 respectively), whilst 5% of all callers (301 and 211 calls) took up the call back option across both months. The average time to answer a call was 2 minutes and 36 seconds for November and 2 minutes and 56 seconds for December.

Investigation is underway to decrease the time taken to answer calls.

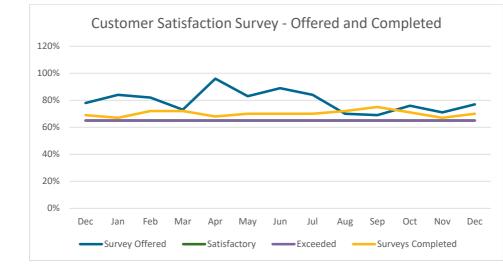
External Customer Satisfaction:



External Customer Satisfaction: The Customer Service Team achieved high customer satisfaction results this month, with 97% of completed surveys indicating that our external customers were satisfied with the service provided.

Customer Satisfaction Survey:

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Customer Satisfaction Survey: Of the 3,529 eligible calls 2,506 (71%) were offered surveys in November. Similarly in December of the 2,163 eligible calls, 1,163 were offered surveys. This resulted in 1,674 (67%) and 1,163 (70%) surveys being completed respectively.

Customer Request Completion:

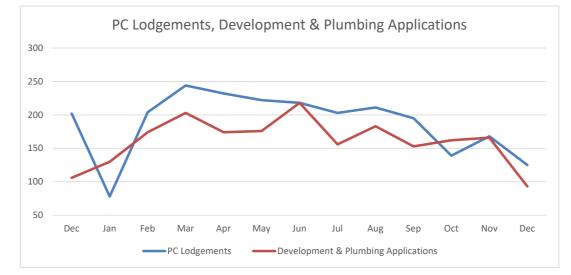
	Lodged	Resolved within SLA
MRC Total	2611	72%
SSC	487	70%

MRC Top 5 Pathway requests Lodged in November & December 2022	Volume	% of total requests
Replace wheelie bin	315	12.1%
Phone Message	217	8.3%
Water - Leak (Public Area)	124	4.7%
BINS - Damaged Wheelie Bins	98	3.8%
Roads - General	85	3.3%

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5.2 Development Services Business Support

PC Lodgments and Development/Plumbing Applications:



PC Lodgments and Development/Plumbing Applications: 168 building approvals were lodged by private certifiers (PC) in November, with a slight drop to 125 in December, together with 166 and 93 development/plumbing applications received for the respective months.

5.3 Employee Services

Staff Contingent:

November:

	CW	ccs	DS	ECI	OM & CEO	OS	TOTAL	Prev. Month
Casual	1	80	7	1	1	2	92	94
Contract	4	4	4	8	3	7	30	29
Job Share	0	6	0	1	0	3	10	11
Permanent Full Time	84	115	178	288	25	165	855	844
Permanent Part Time	3	27	6	5	1	34	76	82
Temporary Full Time	6	17	18	10	0	22	73	68
Temporary Part Time	0	5	1	1	0	8	15	17
TOTAL EMPLOYEES *	98	254	214	314	30	241	1151	1145
TOTAL ACTIVE VACANCIES **	8	12	11	20	1	10	62	82

* Total employees exclude Councillors, Mayor & Deputy Mayor

** Total active vacancies are defined as vacant positions which have been approved for and are undergoing recruitment

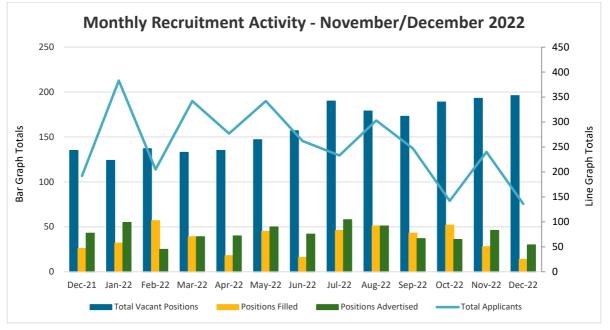
	Organisational	Services
Heles Devidences	Maximula and Deserve	

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December:								
	cw	CCS	DS	ECI	OM & CEO	OS	TOTAL	Prev. Month
Casual	1	76	7	1	1	0	86	92
Contract	4	4	3	8	2	7	28	30
Job Share	0	6	0	1	0	3	10	10
Permanent Full Time	81	115	175	292	25	163	851	855
Permanent Part Time	4	27	5	4	1	35	76	76
Temporary Full Time	6	17	17	7	0	20	67	73
Temporary Part Time	0	6	1	1	0	8	16	15
TOTAL EMPLOYEES *	96	251	208	314	29	236	1134	1151
TOTAL ACTIVE VACANCIES **	7	10	5	17	1	9	49	62

* Total employees exclude Councillors, Mayor & Deputy Mayor ** Total active vacancies are defined as vacant positions which have been approved for and are undergoing recruitment

Monthly Recruitment (November & December):

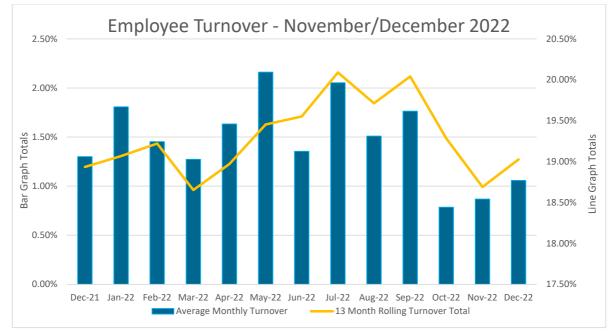


Monthly Recruitment:

For the month of November there were 193 total vacant positions, 46 positions were advertised resulting in 240 applicants and 28 positions filled.

For the month of December there were 196 total vacant positions, 30 positions were advertised resulting in 136 applicants and 14 positions filled.

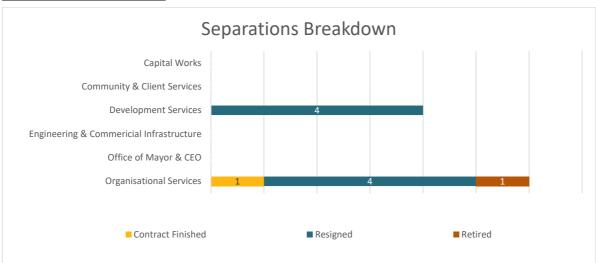




Staff Turnover (November/December):

Staff Turnover: 12 month rolling average turnover was 19.03%. The monthly turnover for November was 0.87% with the monthly turnover for December at 1.06%

<u>The HR Industry Benchmark Survey</u> conducted by the Australian Human Resource Institute (AHRI) in 2021 found the overall average employee turnover rate in Australia, across all sectors, is 17%. This is inline with findings for 2019 (also 17%) and up from 15% in 2020

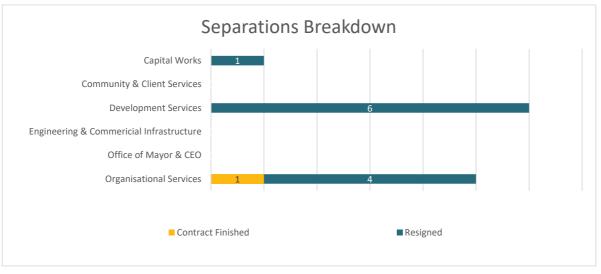


Staff Separations (November):

Staff Separations: For the month of November there were 10 separations as detailed in the graph above.

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Staff Separations (December):



Staff Separations: For the month of December there were 12 separations as detailed in the graph above.

6. INFORMATION SERVICES

6.1 IT Support

Internal Service Metrics:

КРІ	KPI Description	Red (Under KPI)	Green (Met KPI)	Blue (Exceed KPI)	Result
Incident Resolution	Percentage of incidents resolved within corporate standard timeframes	<80%	80-85%	>85%	79%
Service Request Resolution	Percentage of service requests resolved within corporate standard timeframes	<80%	80-85%	>85%	84%
Internal Customer Satisfaction Survey	IT email survey - % of customers whose experience met or exceeded expectations	<75%	75-85%	>85%	99%

Notes:

These are again encouraging results for Information Services, noting the change from September 2022 in actioning of Incidents with handling of "at rest" status classifications. Further comments as follows:

• Information Services continues to perform well to the changed way in which "at rest" status reporting contributes to the full incident lifecycle timeframes. This reporting adjustment was made to provide the

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opportunity for a more customer response-based approach to managing resolution timeframes. The under KPI result for incident resolution is aligned to the clearing of older backlog items during the quieter Christmas period.

- The survey request resolution and internal customer satisfaction survey results for November and December 2022 are again very satisfying especially with challenging resourcing period.
- Obtaining and retaining skilled resources within the Mackay region is a continuing challenge and one that we continue to explore further on techniques to attract and retain skilled people.
- Strategies are continuing to be explored to work in partnership with educational facilities and other key organisations recruiting IT skill sets in the region to build and foster an extended local resource pool. Information Services are actively participating in work experience appointments and assisting local educational facilities with training expertise. This is all to support the practice of ICT and Council in being a key employer for those emerging future colleagues.
- Succession planning and career path progression is of particular focus for our existing employees to ensure that we have retainment of staff where possible.

Information Services Satisfaction Survey – November & December 2022

	November & December 2022 Survey			
1	How would you rate the level of customer service received? (Timely updates, follow through, helpfulness, communication skills)	89%		
2	Was your request completed within a reasonable timeframe? (If not please state expectation in comments section please.)	89%		
3	Was your support request completed to your satisfaction?	87%		

November & December 2022 Survey Results	Below Expectations	Met Expectations	Exceeding Expectations	Not Assigned	Totals	
# of Responses	12	367	788	0	1167	* Not assigned excluded
Overall Rating	1%	31%	68%	N/A	99%	

Applications Availability:

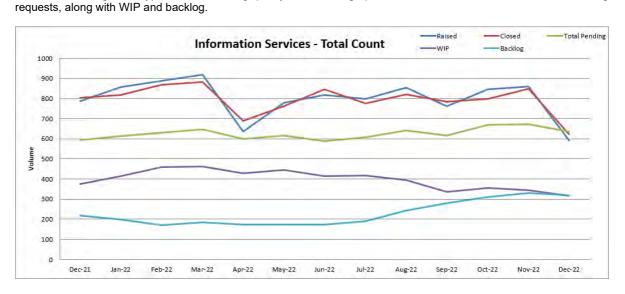
KPI	KPI Description	Red (Under KPI)	Green (Met KPI)	Blue (Exceed KPI)	Result
Tier 1 Systems	Refer to the table under 'KPI Commentary'	< 98%	98-99%	> 99%	100%
Tier 2 Systems	section below for detail	< 98%	98-99%	> 99%	100%
Tier 3 Systems	on which systems are included in each tier.	< 98%	98-99%	> 99%	100%

KPI Commentary:

Incident and Service Request Metrics: The volume of incident and service requests increased from 846 in October to 860 in November, however a significant decrease was seen in December to 592. This is normal for the quieter month of December, however of note last December was significantly higher due to the effort required to support the at time Parks restructure activities.

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Information Services continues to deliver significant infrastructure and application improvements (both functional and technical including security) whilst maintaining quality. The below graph identifies the Raised Vs Closed and Pending



Definitions:

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

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

6.2 Cyber Security

The update below is aligned to work streams conducted under the Cyber Security @ Council (CS@C) Governance and Controls plan.

Sustainable cultural and behavioural change

- o November / December 2022 as follows (inclusive employee and contractor):-
 - 17 new enrolments notified to conduct training.
 - 24 enrolments successfully completed training.
 - 14 enrolments awaiting completion of training.
- o Distribution of Cyber Security Bulletins November and December 2022.

Advancing Cyber Security – Industry Alignment

- o Continuation of plan as follows:-
 - Blocking of legacy authentication protocols.
 - Incorporation of additional corporate access and applications currently non-federated to federated.
 - Multi Factor Authentication implementation rollout throughout the organisation.
 - Implementation and operationalisation of Security Information and Event Management (SIEM) system.
 - Implementation and operationalisation of Vulnerability Assessment System (VAS).

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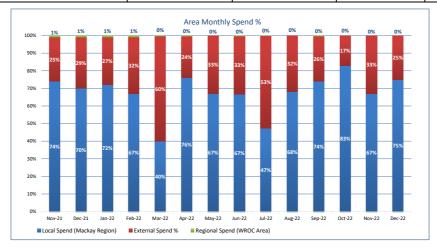
7. PROCUREMENT & PLANT

7.1 **Procurement Services**

Activity	November 2021	November 2022	December 2021	December 2022
Purchase Orders (PO) Raised	1440	1454	1196	1086
Line Items in POs	3419	3824	2939	2683
POs Received	1921	1680	1825	2433
Line Items in POs Received	7027	4848	7040	5311
Invoices Processed	3494	1837	3023	1420
	1	1		
Request for Quotes Issued	4	1	0	1
Request for Tenders Issued	1	6	5	3
Tenders Awarded	2	9	6	2
Quotes Awarded	6	1	5	2

Area	Monthly Amount November 2022	Monthly % November 2022	FYTD Amount	FYTD %
Local Spend (Mackay region)	10,332,432	67%	53,645,222	72%
Regional Spend (WROC area)	88,489	0%	290,028	0%
External Spend	5,157,968	33%	20,918,012	28%

Area	Monthly Amount December 2022	Monthly % December 2022	FYTD Amount	FYTD %
Local Spend (Mackay region)	\$11,460,732	75%	\$65,592,274	73%
Regional Spend (WROC area)	\$40,218	0%	\$330,246	0%
External Spend	\$3,799,704	25%	\$24,717,717	27%



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7.2 Fleet

Mackay REGIONAL COUNCIL

In November and December, the Fleet team took delivery of a number of items including large trucks, trailers, utilities, zero turn mowers, tri-axle tipping dog trailer and ATV's in addition to a number of items of small plant such as blowers, hedgers and trowel machine.







Organisational Services

Monthly Review > November & December 2022

8. PROPERTY SERVICES

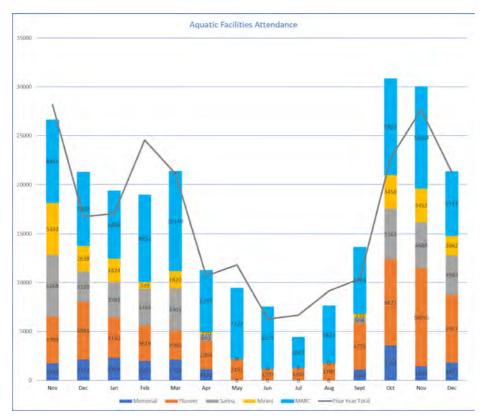
8.1 Overview of Property Services

November was a progressive month for PS with the review of contracts management from BDO. Belgravia are still challenged with staff shortages particularly at the Memorial pool, and our maintenance team are carrying large amounts of BMRs which they work through daily. Budget performance remains firm, with PO creation and invoice follow up still a priority with staff, to ensure variations in projected spend are manageable. PS took part in the Weather disaster desktop exercise which highlighted the need for our team to be prepared and maintain preventative maintenance of critical equipment needed during weather events, to keep MRC buildings powered and online.

Aquatic Facility Attendance Figures

Facility	November 2021	November 2022	December 2021	December 2022
Memorial Pool	1,763	1,421	2,152	1,817
Pioneer Pool	4,793	10,055	5,881	6,957
Mirani Pool	5,332	3,452	2,638	2,062
Sarina Pool	6,268	4,688	3,120	3,983
Mackay Athletic and Recreation Complex (MARC)	8,446	10,404	7,468	6,513

Aquatic Facilities Attendance November 2021 to December 2022 - Monthly Comparison



Organisational Services

Monthly Review > November & December 2022

Bluewater Lagoon Attendance Figures

Facility	November	November	December	December
	2021	2022	2021	2022
Bluewater Lagoon	7,653	28,973	33,306	39,650

Bluewater Lagoon Attendance – November 2021 to December 2022 – Monthly Comparison



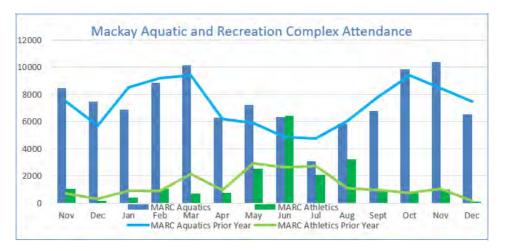
Note:

2021 data: Re-opened on 20 November 2021

MARC Attendance Figures

	November 2021	November 2022	December 2021	December 2022
MARC Aquatic Attendances	8,446	10,404	7,468	6,513
MARC Athletic Attendances	1,048	986	144	135
MARC Total Attendances (Aquatics and Athletics)	9,494	11,390	7,612	6,648

MARC Attendance – November 2021 to December 2022 Monthly Comparison



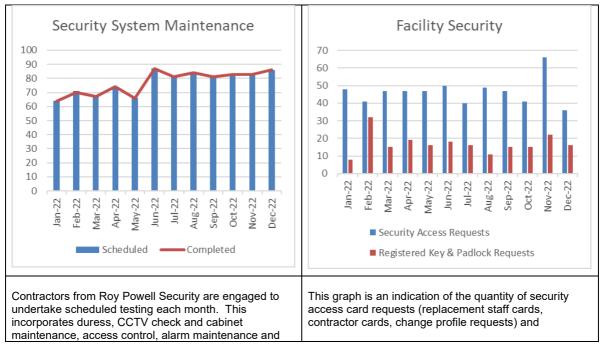
Organisational Services Monthly Review > November & December 2022

8.2 Building Maintenance

A total of 88 work orders were closed out within the Assetic portal during the month of November and December 2022. Of these, 88 were reactive building maintenance requests and were categorised into the Failure Cause Codes as detailed in the table below.

Assetic Actioned Building Maintenance Work Orders (November & December 2022)	Volume
Structure, Internal	2
Structure, External	1
Fitout & Fittings, Internal	18
Fitout & Fittings, External	9
Services & Equipment, Plumbing	11
Services & Equipment, Air Conditioning	11
Services & Equipment, Cleaning	3
Services & Equipment, Security	17
Services & Equipment, Electrical	11
Services & Equipment, Fire system	5

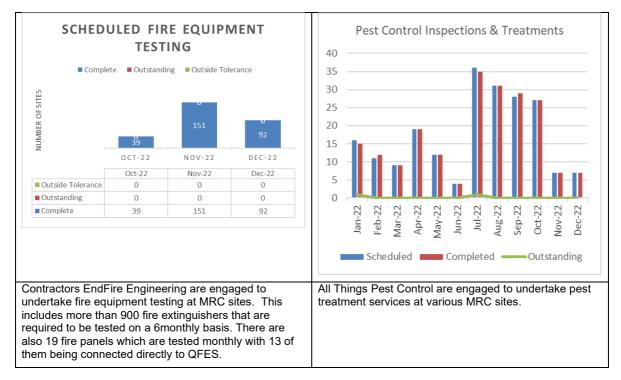
8.3 Security



Organisational Services

Image: Mackay REGIONAL COUNCIL Monthly Review > November & December 2022 electric gate testing at various sites under a set schedule. registered key and padlock requests that were actioned within the month of November and December 2022. A total of 169 tests were scheduled and completed for the months of November and December 2022. within the month of November and December 2022.

8.4 Scheduled Maintenance



8.5 Land & Tenure

Description:		
Leases	November 2021	December 2021
Lease Renewals	7	9
Lease Surrenders	1	0
New Leases	3	4
Lease Matters still being negotiated	9	2
New Lease Enquiries	5	3
Lease Inspections	5	0
General Lease Matters	17	21

Organisational Services

Monthly Review > November & December 2022

Lease Compliance	62 x insurance 2 x general matters	28 x insurance 1 x general
Council Reports	4	3
The Dome	1 x lease enquiry 7 x general matters	1 x lease enquiry 7 x general matters
Land Matters	November 2021	December 2021
Current negotiations for sale of freehold land	4	4
Enquiries to purchase freehold land	1	4
Fencing	0	3
Encroachments	2	4
Land Maintenance	1	1
Land & Road Use Committee	4x land 5 x road	1 x land 4 x road
Miscellaneous	17	14

9. PEOPLE AND CULTURE

9.1 Key Projects and Initiatives

Description	Comments
Workforce Capability	 Workforce Planning data and documents have been prepared and released to Program leaders to support recording of Workforce Plans in alignment to Program Plans and Budget for 2023-24 financial year. Workforce planning data provided includes statistical data on Program demographics (gender and age) and turnover, along with identification of skill shortage areas (national statistics and Mackay Regional Council hard to fill roles), and regional labour force and unemployment rates. Data-driven workforce planning takes Mackay Regional Council's internal workforce dynamics, and external economic and business drivers into account so that MRC leaders can proactively address potential future talent concerns and plan appropriate solution strategies. Additional testing has occurred in the migration of Position Descriptions (PD) to the new PD Library. Finalisation of back-end administrative process and workflows, and training support videos and documents will now be developed in response to the feedback in preparation for going live.
Volunteers	• Internal audit team currently completing a standard post-audit review of Volunteer Management at Mackay Regional Council. Any findings from this review, will drive projects and activities in the Volunteer Management area in 2023.

Organisational Services Monthly Review > November & December 2022

Description	Comments	
Water Industry Worker (WIW) Program	 Congratulations to all the participants in the Water Industry Worker cohorts for 2022. As all the alliance groups have completed their training, the Registered Training Organisation has been marking and awarding the Certificates to the students. Qldwater chaired a Water Skills Partnership meeting to advise members on the updates on the skills and training landscape and hear from members on their current wins and challenges with training in their sector. A tender process is underway for the delivery of the qualifications in Water Industry Operations. The Learning and Development Project Coordinator (LDPC) chaired a meeting with the participating councils to outline the program requirements for the incoming cohorts. November saw the last of the alliance cohorts complete their workforce training requirements in the water industry operations qualification. 	
Organisational Development	 Culture 2022 Annual Staff Awards have closed with a total of 89 Nominations across 7 categories. These awards are an opportunity for employees to nominate peers who have gone above & beyond, with a focus on commitment, leadership, continuous improvement, advocate for wellbeing, exceptional trainee, or apprentice and more. Further detail around nominations is outlined in the below 'employee recognition' section. 	
	Diversity, Inclusion and Belonging	
	 Toastmasters: The 2022 Annual Area 14 Toastmasters Conference and Speech Contests were hosted by Calen Canefields Club and held at Calen District State College Library on Saturday November 12, 2022. The theme was "Stepping Up" and step up they did! There were four speech contests: Table Topics and Evaluation that are not prepared speeches, and International and Humorous are 5-to-7-minute speeches. Savannah Vella won the Humorous Speech Contest representing Mackay Regional Council Club. Lee-Anne Willis participated in Table Topics contest, sharing a touching personal reflection to the random topic. Luke Cimpa gave an insightful and constructive evaluation, after watching and reviewing a test speech. Mackay Regional Council Club were awarded as winner of the travel trophy, as we had 7 out of 21 members attend on the day. The winners from Area 14 will now compete at the Northern Division Conference which will be held in Mackay on April 1, 2023. 	

Organisational Services Monthly Review > November & December 2022

Description	Comments
	White Ribbon:
	 In November, MRC recognised White Ribbon Day by lighting up the Sir Albert Abbott Administration building White. This year's focus is Change and ensuring that we are the ones who can make that change to end violence against women and children. The Mayor's Domestic & Family Violence Taskforce work with several local businesses and enterprises in their mission to eliminate and prevent this social risk in the Mackay Region. 2023 will see MRC benchmark itself in the White Ribbon Accreditation. This process allows us to review all current processes and systems, as well as how we are supporting our workforce to ensure inclusion, diversity, safe, welcoming and supportive workspaces. We provide EAP support and resources to link regional Domestic & Family violence professionals to our employees.
	 Health & Wellbeing November was Men's Health month, nationally run initiative Movember took place whereby moustaches were grown to raise awareness for men's health concerns such as prostate cancer, testicular cancer and men's suicide awareness and prevention.
	 Zest4Life hosted a Better than Coffee program which focused on improving sleep for overall wellbeing improvement.

Organisational Services

Monthly Review > November & December 2022

Description	Comments
	Leadership, Coaching and Mentoring
	 The 2022 Mackay Mentoring Program. Resource Industry Network (RIN) in partnership with MRC have already begun discussions for our next mentoring program, with registrations due to open to the public in February 2023. MRC is working to encourage more partnerships with local industry networking groups to join the program in 2023.
	 LGMA Rural Management Program The LGMA Rural Management Program has closed. This year MRC sent four (4) employees to participate & one (1) Mentor who guides them prior and provides a debrief post the challenge. This program encourages employees to collaborate and learn to work together to complete a simulation of different business-related tasks and activities that council would potentially experience. Sometimes the tasks or activities are outside an employee's current role, which allows them to develop and expand on their current skill sets and knowledge. It also provides a perfect opportunity to develop and strengthen your team skills. This includes communication and presentation skills, influencing and negotiation skills and managing resources and time. All within a fun and highly supportive environment. We are waiting eagerly to confirm results for finalists and winners, however, are so proud of our teams' efforts. Well done.

9.2 Organisational Development Metrics

EMPLOYEE RECOGNITION

From October through to December the corporate Employee Recognition Program is focused on Annual Staff Awards.

The Annual Staff Awards allows employees to recognise peers for going above and beyond in their roles to align to the MRC Values and organisational goals and objectives. The MRC values are the guiding principles that provide our organisation with purpose and direction. They support us in our decision making and how we conduct our work.

MRC celebrates employees through our Annual Staff Awards program, whereby we take the time to celebrate employees who show excellence, commitment, leadership, promote wellbeing and safety and support towards fellow employees. As well as this they are also focused on building MRC reputation and being an advocate for change and improvement.

Winner/s are selected by peer employees who make up the Culture Connectors Reference Group and our ELT (Executive Leadership Team).

The below table details nominations for Annual employee recognition. Winners were announced at our Annual Staff End of Year Function.

Organisational Services



Count of Nominations by Program



Service Excellence Award

29

Organisational Services

Monthly Review > November & December 2022

LEARNING & DEVELOPMENT

The following table summarises key learning and development data achieved across the organisation for the month.

Learning and Development Activities for November & December 2022	Total Number
Inductees The number of employees inducted in the month.	23
Trainees The number of trainees currently progressing through their traineeship.	8
Apprentices The number of apprentices currently progressing through their apprenticeship.	10
Active Accredited Training Contracts (existing Workers) The number of employees actively undertaking AQTF accredited professional development.	22
Active Education Assistance Employee Development and Further Study The number of current Education Assistance recipients	28
Active Leadership Development The number of employees currently progressing through leadership training via the Elev <u>8</u> Leadership Series	131
eLearning: MRC Compliance Modules Completed Number of compliance-based MRC eLearning modules completed in the month.	1025
eLearning: Professional Development Completed Number of self-paced professional development eLearning courses completed in the month.	62

9.3 Financial Compliance

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

9.4 Key Activities

Activity	Comments	Timeframe
Audit Committee	Audit Committee Met early December to discuss close out report from QAO. Updates were provided from Finance, Asset Management, Governance, capital works, TDIP and Economic Development. QAO also attended to table their final report.	×
December Budget Review	• Currently underway at time of writing report. DBR closes for Manager input and will be presented to council for adoption 1 st meeting in February.	~
Statutory Reporting	• 4 Statutory returns were completed by the department in November. All returns were completed and submitted on time.	V
Comprehensive Revaluation – Land, Buildings & Site Improvements	• Valuation firm JLL appointed to complete all work associated with this process. Site visits have been planned for early January.	V
Work in Progress (WIP)	• Remains a high priority for department in clearing last years backlog. Working with key stakeholders across MRC to resolve issue for future reporting periods.	×

🖋 On Target 🛛 💥 Below Target

11.6.2. STRATEGIC FINANCIAL REPORT - NOVEMBER 2022

Author Responsible Officer File Reference	Manager Financial Services (Justin Rule) Acting Director Organisational Services (Anthony Bigby) Strategic Financial Report				
Attachments	1.	November 2022 Strategic Financial Report [11.6.2.1 - 21 pages]			
Purpose					

To adopt Mackay Regional Council's (MRC) Strategic Financial Report for the month of November 2022.

Related Parties

Nil

Corporate Plan Linkage

Financial Strength

Ethical Decision-Making and Good Governance - We are committed to keeping our community informed about our activities and performance and employing robust governance policies and procedures to ensure legislative compliance and organisational integrity.

Background/Discussion

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

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

Consultation and Communication

Chief Executive Officer, Directors, Manager Financial Services.

Resource Implications

MRC is forecasting an operating surplus of \$0.6M for the 2022/23 financial year following adoption of the September budget review by Council on 9 November 2022. The actual operating result for November 2022 is a favourable variance of \$6.3M against YTD budget.

Risk Management Implications

Variances will be closely reviewed and considered in future budget processes where required.

Conclusion

For the period ending November 2022, MRC reported a favourable operating variance of \$6.3M against YTD budget. Revenue is reporting above current month forecast for the reporting period, due to a large supplementary levy rated during the period. All other revenue categories report slight variances to YTD budget. Operating expenditure is reporting slightly under YTD budget.

To date, \$37.3M has been expended in the delivery of Council Projects; \$36.4M capital expenditure and \$0.9M operational expenditure. Council projects includes accrued expenditure for works in progress and associated operational costs expended in the delivery of these works.

Officer's Recommendation

THAT the Strategic Financial Report for November 2022 be received.

Council Resolution ORD-2023-020

THAT the Strategic Financial Report for November 2022 be received.

Moved Cr May

Seconded Cr Jones

CARRIED UNANIMOUSLY



MACKAY REGIONAL COUNCIL

Executive summary

Council is forecasting an operating surplus of \$0.6M for the 2022/23 financial year following adoption of the September budget review by Council on 9 November 2022.

	Annual	Annual	YTD	YTD	YTD
	Original	Revised	Budget	Actual	Variance
	Budget	Budget			
	\$000	\$000	\$000	\$000	\$000
Total operating revenue	278,056	278,614	136,700	142,790	6,090
Total operating expenses	277,327	278,045	113,686	113,482	(204)
Operating surplus / (deficit)	729	569	23,014	29,308	6,294

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

For the month ended 30 November, a favourable operating variance of \$6.3M against YTD budget is reported.

Total operating revenue is reporting a favourable variance of \$6.1M against YTD budget. This variance is largely due to supplementary rates levied during the period. All other revenue lines are reporting minor variances to YTD budget. Operating expenses reports slightly below YTD budget with all expenditure lines reporting favourably at the reporting date, with exception of finance costs.

Income and expenditure trends continue to be reviewed, with budget closely monitored to ensure true variances are realised and adjusted through budgetary processes.

To date, \$37.3M has been expended on council projects and includes associated operational expenditure in the delivery of these projects, representing 32.8% of the annual revised budget. Ongoing risk in project delivery is still present with tightened local labour market conditions and elevated lead times for some critical components. Mackay Regional Council has a focus on the completion of those projects that commenced in the prior financial year that suffered delivery date slippage, while still ensuring critical planned works are not impacted in the new financial year.

Justin Rule Manager Financial Services

Anthony O Anthony Bigby

Acting Director Organisational Services

Figures provided are accurate as at the date of publication and are cumulative year to date. Amounts disclosed are rounded to the nearest thousand (\$000) unless otherwise stated. Consequently, rounded balances in the categories may not exactly add to the reported totals.

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Mackay REGIONAL COUNCIL			Strategic Financial Report > November 202			
1	Significant risks					
Risk	Likelihood	Consequence	Treatment	Financial impact		
Nil to	report					

2 Areas of concern for noting

Area/issue of Concern	Comment
COVID-19	Council continues to monitor its operations for financial impacts associated from COVID-19 changes in line with national cabinet directives.
Asset data cleansing	A significant body of work is currently being undertaken internally to validate, enhance and standardise data within Mackay Regional Council's financial asset classes. Financial impacts arising from this project will continued to be realised in future reporting periods when known.
Council projects expenditure	Product and service price increases are being observed due to tightened market conditions. This reflects resource shortages across local building and civil construction firms. Difficulties in sourcing some construction material and equipment due to supply chain issues are also noted. This is likely to negatively impact the capital program delivery and may create variances in future forecast expenditure.
Australian Inflation Rate	Australia's inflation rate forecast is noted for consideration in ongoing budget review processes, due to its direct impact on Council's expenditure.

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3 Budget analysis – Consolidated

3.1 Income Statement

Income Statement For the period ending 30 November 2022

	Annual	Annual	YTD	YTD	YTD
	Original	Revised	Budget	Actual	Variance
	Budget	Budget			
	\$000	\$000	\$000	\$000	\$000
Rates and charges	232,683	232,683	116,647	122,704	6,056
Fees and charges	19,555	19,558	10,105	9,442	(662)
Rental income	1,436	1,456	753	632	(121)
Interest income	1,992	2,397	1,220	1,883	663
Sales contracts and recoverable works	7,948	8,069	2,762	2,129	(632)
Other recurrent income	4,462	4,460	2,173	2,738	565
Grants, subsidies, contributions and donations	9,980	9,992	3,040	3,263	222
Total operating revenue	278,056	278,614	136,700	142,790	6,090
Employee benefits	94,563	94,040	36,570	36,362	(208)
Materials and services	98,742	99,983	42,010	41,960	(49)
Finance costs	4,520	4,520	1,094	1,160	66
Depreciation and amortisation	79,502	79,502	34,012	33,999	(13)
Total operating expenses	277,327	278,045	113,686	113,482	(204)
Operating surplus / (deficit)	729	569	23,014	29,308	6,294
Grants, subsidies, contributions and donations	40,512	32,911	8,520	11,031	2,511
Other capital revenue	0	0	0	11	11
Capital expenses	(2,740)	(2,740)	174	0	(174)
Total capital revenue and expenses	37,772	30,171	8,694	11,042	2,348
Net result	38,501	30,740	31,708	40,350	8,642

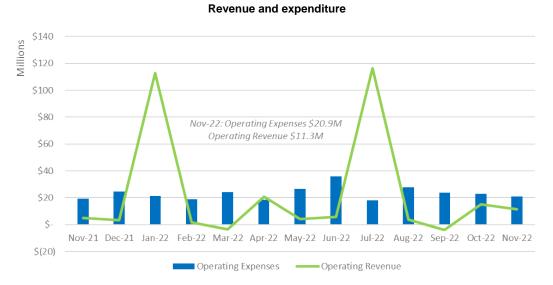
% YTD Variance from YTD Budget

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

YTD Variance unfavourable, more than 5% of YTD Budget

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Mackay REGIONAL COUNCIL



3.2 Revenue and expenditure

Revenue

Total operating revenue reports a favourable variance of \$6.1M against YTD budget for the month.

A large supplementary levy was rated during the period resulting in this notable positive variance within rates and charges of \$6.1M. Interest income, other recurrent income and grants, subsidies and contributions are also reporting favourable balances consistent with higher than forecast term deposit returns, along with MECC ticket sales and developer contributions respectively.

These favourable variances are offset by an unfavourable variance reported in fees and charges due to lower than anticipated waste disposal fees. Sales contracts and recoverable works and rental income also observed delays in the recognition of invoices and should align as the year progresses.

MRC will continue to closely monitor emerging trends as the year progresses with variances considered as part of upcoming budget review processes.

Expenses

Total operating expenses reports a favourable variance of \$0.2M against YTD budget for the month.

Employee benefits accounts for much of this variance reporting \$0.2M under YTD budget, noting ordinary time continues to display savings, offset by an increase in overtime and sick leave expense. MRC is operating in a marketplace with tightened labour market conditions causing a higher than anticipated vacancy rate, in conjunction with absence of some employees affected by illness including COVID-19.

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Variances are observed across all material and service categories; where notable underspends in consultants fees and electricity are offset by overspends in repairs and maintenance, contractors and MECC expenditure. Finance costs is reporting a small unfavourable variance of \$0.07M.

MRC will continue to closely monitor emerging trends as the year progresses with variances considered as part of upcoming budget review processes.

Capital revenue and expenses

Total capital revenue and expenses is reporting a favourable variance of \$2.3M against YTD budget resulting from the recognition of developer donated assets during the period.

3.3 Council projects expenditure

Mackay Regional Council is responsible for the provision of a diverse range of services to meet community needs and expectations. A significant number of these services are provided through infrastructure assets and other property, plant and equipment. Council manages the construction, upgrade and renewal of community assets as part of its capital works program.

	Annual Original	Annual Revised	YTD Budget	YTD Actual	YTD Variance
	Budget	Budget	Budget	Actual	Variance
	\$000	\$000	\$000	\$000	\$000
Capital expenditure ^	104,649	110,635	38,336	36,392	(1,945)
Operational expenditure	2,117	3,219	938	941	3
Total council projects expenditure	106,766	113,854	39,274	37,333	(1,942)

^ as depicted in the below graph

% YTD Variance from YTD Budget

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

Total council projects expenditure is currently tracking \$1.9M under YTD budget, with \$37.3M expended to date in the delivery of these projects, representing 32.8% of the annual revised budget including remediation expenditure.

Ongoing risk in project delivery is still present with tightened local labour market conditions and the elevated lead times of some critical components. Council has a focus on the completion of those projects that commenced in the prior financial year that suffered delivery date slippage while still ensuring critical planned works are not impacted in the new financial year.

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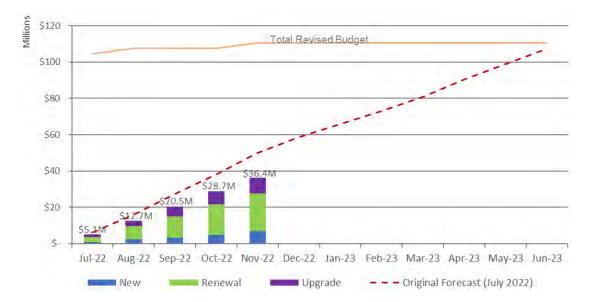


Project delivery has been reviewed and considered as part of the September budget review. The outcome of this review has been included within this report as part of the annual revised budget and detailed below.

Movement between original budget and an	nual revised Carryover	budget: Project Adjustments	New Works	Deferred Works	Total Budget Movement
	\$000	\$000	\$000	\$000	\$000
Budget adjustments adopted 24th August	14,076	10,637	-	(21,113)	3,600
Budget adjustments adopted 9th November	-	6,859	1,681	(5,051)	3,488
Total budget adjustments adopted	14,076	17,496	1,681	(26,164)	7,088

3.3.1 Capital expenditure

Capital expenditure is currently tracking \$1.9M under YTD budget and includes accrued expenditure for work completed during the month.



Cumulative capital expenditure

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4 Balance Sheet

4.1 Statement of financial position

For the period ending 30	November 2022	2	
	Annual	Annual	Actual
	Original	Revised	
	Budget	Budget	
	\$000	\$000	\$000
Current assets			
Cash and cash equivalents	117,698	134,488	110,165
Investments	0	0	70,000
Trade and other receivables	20,421	20,401	32,110
Contract Assets	3,500	3,500	1,962
Other assets	2,710	3,216	637
Inventories	2,745	2,988	3,039
Non-current assets classified as held for sale	79	79	79
Total current assets	147,153	164,672	217,992
Non-current assets	_		
Investments	5,102	5,277	5,277
Trade and other receivables	0	0	1,676
Property, plant and equipment	3,471,822	3,703,405	3,671,640
Right of use assets	741	1,262	1,270
Intangible assets	4,202	2,877	3,975
Total non-current assets	3,481,867	3,712,821	3,683,837
Total assets	3,629,020	3,877,493	3,901,829
Current liabilities	_		
Trade and other payables	10,002	10,094	13,314
Employee entitlements	11,572	12,226	22,309
Borrowings	14,049	14,048	10,083
Lease liabilities	25	66	40
Provisions	50,886	50,612	51,203
Contract Liabilities	3,500	3,500	4,361
Other liabilities	12,654	19,572	14,088
Total current liabilities	102,688	110,118	115,397

Statement of Financial Position

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Strategic Financial Report > November 2022

Non-current liabilities			
Employee entitlements	1,775	1,699	1,699
Borrowings	38,848	38,848	52,770
Lease liabilities	750	1,258	1,298
Provisions	14,971	13,269	13,268
Other liabilities	1,163	11,691	11,691
Total non-current liabilities	57,507	66,765	80,728
Total liabilities	160,195	176,883	196,124
Net community assets	3,468,825	3,700,610	3,705,705
Community equity			
Retained surplus	2,299,637	2,311,196	2,316,289
Asset revaluation surplus	1,169,188	1,389,416	1,389,416
Total community equity	3,468,825	3,700,612	3,705,705

^Arefer section 4.4 for breakdown

4.2 Cash and Investment Portfolio

4.2.1 Total Cash and Investment Portfolio

The total balance of Mackay Regional Council's cash at call and investments, at the end of the reporting period, is shown in the graph below. Please note, the balance of cash at call will vary from the reported balance of cash and cash equivalents on the statement of financial position due to unbanked cheques and other uncleared amounts.

Mackay Regional Council is currently holding (61%) of its investment portfolio balance with Queensland Treasury Corporation (QTC) in accordance with Council's Investment Policy. Cash held at call with QTC continues to be reviewed for yield and liquidity requirements. The market is monitored during the month for investment opportunities that will deliver comparable or better than what can be achieved via the QTC at call account.

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Closing investment portfolio balance

MACKAY REGIONAL COUNCIL's portfolio diversification

	Actual	Percentage of	Weighted Average
	\$000	Portfolio	Rate of Return
A1	35,000	19%	
A2	35,000	19%	
Total investments in term deposits	70,000	38%	3.04%
QTC	108,347	61%	
Other financial institution	2,556	1%	
Total cash at call	110,903	62%	3.52%
Total investment portfolio	180,903	100%	

Note: All investment categories referenced are in accordance with Mackay Regional Council's adopted investment policy. This is available for viewing via the Mackay Regional Council website.

4.2.2 Cash and cash equivalents

Mackay Regional Council's cash and cash equivalents are subject to internal and external restrictions that limit amounts available for discretionary or future use. At the end of the reporting period, approximately \$112M was maintained in various reserves.

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A significant amount of the reserve balances relates to funds received as contributions for future capital trunk infrastructure. Council regularly conducts reviews on reserve balances to confirm the validity of restrictions.

4.2.3 Investments

Mackay Regional Council maintains an investment portfolio diversified across various institutions and terms to maturity, which is reviewed regularly to maximise performance and minimise risk. Mackay Regional Council currently has \$70M invested with financial institutions other than QTC. Maturity of these investments is scheduled between December 2022 and July 2023.

The Mackay Regional Council portfolio return continues to exceed the benchmark of Ausbond Bank Bill Index. Financial indicators and data suggest an ongoing increase in interest rate yields are likely. MRC will continue to investigate investment opportunities to ensure favourable outcomes for the business.

Council's forecast interest income budget will continue to be monitored and adjustments made if required during future budget reviews.

		12 Month
	November	Comparative
MRC Portfolio	3.06%	1.44%
AusBond Bank Bill Index	0.53%	0.20%

4.3 Current Receivables

Revenue is recognised at the amounts due at the time of sale or service delivery. Mackay Regional Council's standard settlement terms for trade receivables are 30 days from invoice date.

	Actual	Actual %	
	\$000		
Trade and other receivables			
Rates and utility charges	21,250	66%	
Development contributions	6,601	21%	
Other debtors	4,259	13%	
Total	32,110	100%	

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4.3.1 Rates Receivables

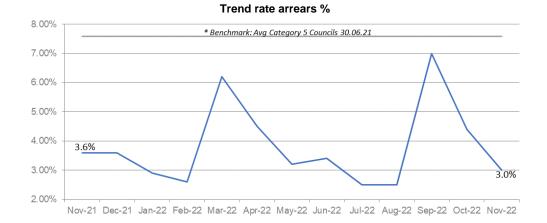
Rates and charges revenue represent ~84% of Mackay Regional Council's original operating revenue budget for the financial year.

Mackay Regional Council frequently reviews its collection process to ensure rates are collected efficiently and effectively, whilst being cognisant of individual circumstances. Collection action is continuing, both with our external collection agency and monitoring of in-house payment schedules. In-house collection methods include the use of SMS reminders for ratepayers. When arrears balances exceed three years aging, Council reviews parcels for inclusion in sale of land process.

	Total	Current year	1 year	2 years	> 3 years
	Overdue	2022/2023	2021/2022	2020/2021	
	\$000	\$000	\$000	\$000	\$000
Total rate arrears	7,076	3,824	1,839	686	727

	Issue date of notice	Due date for payment
Rates notice	15/08/2022	14/09/2022
Pensioner rates notice	15/08/2022	01/12/2022
Rates reminder notice	03/10/2022	17/10/2022

The rates arrears percentage at month end, is consistent with the previous reporting period, noting rates notices are issued twice a financial year. The current arrears balance is anticipated to decrease as collection action continues, noting pensioners have until December to make payment and receive discount.



* Each year the Department of State Development, Infrastructure, Local Government and Planning collects information from local governments about the key services they provide and publishes it in the Queensland local government comparative information report. The report includes a suite of efficiency, effectiveness and quality-of-service indicators covering key functional and financial areas of local government, including rates arrears performance indicators. The benchmark reported above represents the average rates arrears of like councils (category 5) for comparative years 30 June 2021 – 7.58%.

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4.4 Property, plant and equipment

	Annual	Annual Annual	
	Original	Revised	
	Budget	Budget	
	\$000	\$000	\$000
Opening balance as at 1 July	3,444,352	3,669,813	3,669,726
Opening balance adjustment	0	0	(4,506)
Net additions (including WIP) and contributed assets	107,995	114,044	40,861
Depreciation	(78,395)	(78,408)	(33,971)
Write off / disposed	(1,997)	(1,997)	(459)
Transfers to other asset classes	(133)	(47)	(11)
Property, plant and equipment closing balance	3,471,822	3,703,405	3,671,640

The bulk of Mackay Regional Council's assets are in the form of infrastructure, such as roads, drainage, water and sewerage and waste assets.

Significant parts of Mackay Regional Council's long-term financial forecast are focused on the construction, upgrade and renewal of these assets, with the associated capital expenditure recognised as work in progress (WIP) until projects are complete and assets are ready for their intended use.

Refer to section 3.3 Council Projects Expenditure for current year budget estimates.

Total WIP as at the end of November represents \$174.3M, inclusive of current year additions and accruals. Of this, \$68.2M relates to projects complete, with assets in use. Mackay Regional Council employs a 90-day target from project completion through to capitalisation of detailed assets within the corporate asset register.

Project Phase	Actual \$000
Business case	2,547
Design	21,920
Construction	81,581
Projects Complete	68,202
Total WIP	174,250

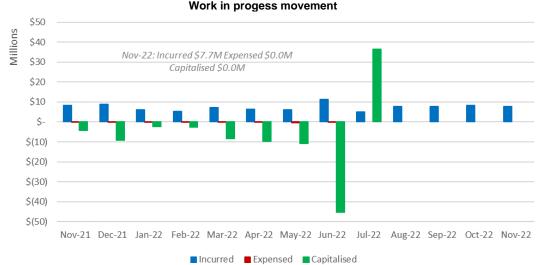
Total Projects	Aged			
Complete	> 90 days	> 60 days	> 30 days	< 30 days
\$000	\$000	\$000	\$000	\$000
68,202	41,251	11,677	3,674	11,601

During June, Mackay Regional Council performed an end of financial year accounting adjustment (that was subsequently reversed in the following reporting period) to ensure the value of all assets in use where capture in our end of financial year result. The large values associated with this adjustment are reflected in below graph.

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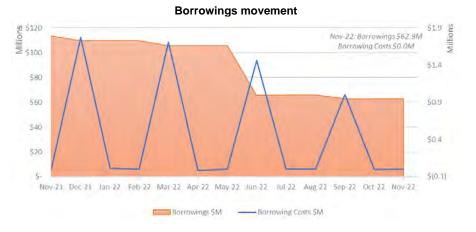


<u>Note</u>: **Incurred**; represents capital expenditure for the construction or acquisition of assets. These assets are incomplete and are non-depreciating. **Capitalised**; refers to the recognition of property, plant and equipment in Mackay Regional Council's asset register. **Expended**; relates to costs transferred from WIP that will not be capitalised, with expenditure recognised in the Income Statement.

4.5 <u>Borrowings</u>

Loan borrowings are an important funding source for local government. They reflect that the full cost of infrastructure should not be borne entirely by present-day ratepayers, instead future ratepayers who will benefit from the infrastructure should contribute. MRC notes the finalisation of a Sewerage loan within the past financial year, with a significant repayment made in June 2022.

Borrowing costs associated with the debt balance are recognised when the principal payments are made on a quarterly basis. At the end of November, Mackay Regional Council had \$62.9M in total loan borrowings outstanding. In line with the council debt policy, no new borrowings are forecast in the current financial year.



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5 Cash Flow

5.1 Statement of cash flows

Statement of Cash Flows For the period ending 30 November 2022

	Annual	Annual	Actual
	Original	Revised	
	Budget \$000	Budget \$000	\$000
Cash flows from operating activities	4000	4000	4000
Receipts from customers	265,823	269,608	118,610
Payments to suppliers and employees	(195,026)	(211,940)	(79,095)
Interest income	1,992	2,397	1,883
Non-capital grants, subsidies, contributions and donations	9,981	9,864	3,263
Borrowing costs	(3,640)	(3,641)	(993)
Net cash inflow from operating activities	79,130	66,288	43,668
Cash flows from investing activities	_		
Payments for property, plant and equipment	(103,996)	(110,033)	(36,373)
Payments for intangibles	0	(12)	0
Payments for investments	0	0	0
Other capital income	0	1,676	11
Other capital expenses	(2,000)	(2,000)	(17)
Proceeds from sale of property, plant and equipment	1,257	1,257	476
Capital grants, subsidies, contributions and donations	36,512	21,416	6,543
Net cash outflow from investing activities	(68,227)	(87,696)	(29,360)
Cash flows from financing activities	_		
Repayment of borrowings	(13,168)	(13,167)	(3,209)
Repayments made on leases (principal only)	(41)	(41)	(37)
New cash outflow form financing activities	(13,209)	(13,208)	(3,246)
Net increase / (decrease) in cash and cash equivalents	(2,306)	(34,616)	11,061
Cash and cash equivalents at beginning of the period	120,004	169,104	99,104
Cash and cash equivalents at beginning of the period	117,698	134,488	110,165
vasit and vasit equivalents at end of the period	117,090	134,400	110,105

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6 Financial analysis

6.1 Key performance indicators

					Amended	
Ratio	Description	Target	FY2021	FY2022	Budget FY2023	November FY2023
Operating surplus ratio (%)	Extent to which operating revenues covers operating expenses (excludes capital items)	0% - 10%	2.2%	0.2%	0.2%	20.5%
Interest coverage ratio (%)	Extent to which operating revenues cover net interest expense	0% - 5%	2.4%	3.4%	0.8%	(0.5%)
Net financial liabilities ratio (%)	Extent to which net financial liabilities can be serviced by operating revenues	< 60%	6.1%	4.3%	4.4%	(15.3%)
Current ratio	Extent to which current as sets cover current liabilities	Between 1 and 4	1.8	1.5	1.5	1.9
Asset sustainability ratio (%)	Extent to which the infrastructure assets are being replaced/renewed	> 90%	82.2%	65.4%	84.1%	60.9%
Capital expenditure ratio (times)	Extent to which capital expenditure exceeds depreciation.	> 1.1 times	1.2	1.3	1.5	1.1
ratio (%) Capital expenditure	being replaced/renewed Extent to which capital expenditure exceeds					

The year to date results are indicative of business timing in the delivery of the annual budget and are anticipated to return to budget levels by the end of the financial year following finalisation of year end processes.

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

The key performance indicator trends are observed in the following graphs. Historical financial years are represented on the axis using actual (a) results, with revised budget forecasts (f) applied in future financial periods.

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Operating surplus ratio %

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

Interest coverage ratio %

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

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

Net financial liabilities ratio %

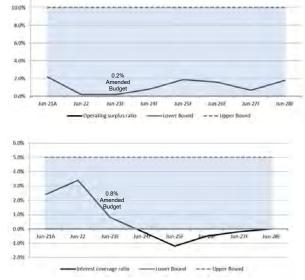
This ratio measures Council's ability to fund its net financial liabilities from recurrent revenue.

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

Current ratio

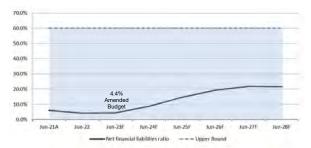
The current ratio is a good indicator of Council's liquidity and ability to meet short term obligations.

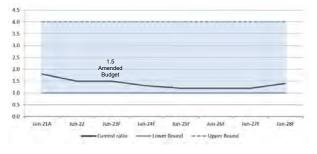
If the current ratio is too high over a sustained period, this may indicate that council may not be efficiently using its current assets or its short-term financing facilities and may also indicate problems in working capital management.



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12.0%





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Asset sustainability ratio %

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

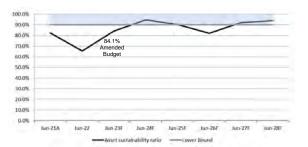
Mackay Regional Council is confident that although it does not reach the set target in the first few years of Councils' Long Term Financial Forecast, it does contribute to sustainable asset replacement over the long term.

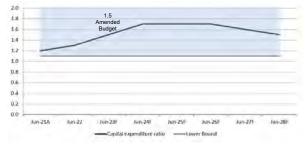
This ratio is also reflective of the relative new age of Mackay Regional Council's asset base following a period of high growth and a sustained period of NDRRA repairs. This means the requirement to spend significant funds on renewals at this stage is relatively low but will be monitored to ensure future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

Capital expenditure ratio (times)

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

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





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7 Budget analysis - Commercial businesses

7.1 Mackay Water Services

Income Statement For the period ending 30 November 2022

	Annual	Annual	YTD	YTD	YTD
	Original	Revised	Budget	Actual	Variance
	Budget	Budget			
	\$000	\$000	\$000	\$000	\$000
Operating revenue	100,670	100,680	50,167	49,879	(288)
Operating expenses	40,587	40,509	17,335	16,233	(1,102)
Earnings before interest, depreciation, dividend and tax	60,083	60,171	32,832	33,646	814
Finance costs	1,459	1,459	373	371	(2)
Depreciation	28,417	28,417	12,654	12,781	127
Earnings before dividend and tax	30,207	30,295	19,805	20,494	689
Dividend and tax	25,266	25,266	10,528	10,528	0
Operating surplus / (deficit)	4,941	5,029	9,277	9,966	689
Total capital revenue and expenses	3,350	3,350	500	1,510	1,010
Net result	8,291	8,379	9,777	11,476	1,699

% YTD Variance from YTD Budget

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

Mackay Water Services is reporting an operating surplus of \$10.0M for the month of November, which is a \$0.7M favourable variance against YTD budget.

Operating revenue is \$0.3M under YTD budget at period end. This is primarily seen in rates, levies and charges and fees and charges which should align as the year progresses. All other revenue categories are reporting close to or slightly favourable to YTD budget.

Total expenses (operating expenses, finance costs and depreciation) are reporting a favourable variance of \$1.0M against YTD budget at period end. Materials and services accounts for much of the variance, which is largely attributable to delays in recognition of forecast expenditure. Employee benefits is also reporting below YTD budget with depreciation reporting slightly above YTD budget.

Total capital revenue and expenses is reporting a favourable variance against YTD budget due to recognition of developer donated assets during the period.

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7.2 Mackay Waste Services

Income Statement For the period ending 30 November 2022

	Annual	Annual	YTD	YTD	YTD
	Original	Revised	Budget	Actual	Variance
	Budget	Budget			
	\$000	\$000	\$000	\$000	\$000
Operating revenue	30,943	31,022	14,977	14,545	(432)
Operating expenses	19,861	19,908	5,781	5,619	(162)
Earnings before interest, depreciation, dividend and tax	11,082	11,114	9,196	8,926	(270)
Finance costs	816	816	158	169	11
Depreciation	2,435	2,435	896	785	(111)
Earnings before dividend and tax	7,831	7,863	8,142	7,972	(170)
Dividend and tax	4,887	4,887	2,036	2,036	0
Operating surplus / (deficit)	2,944	2,976	6,106	5,936	(170)
Total capital revenue and expenses	(100)	190	(42)	0	42
Net result	2,844	3,166	6,064	5,936	(128)

% YTD Variance from YTD Budget

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

Mackay Waste Services is reporting an operating surplus of \$5.9M for the month of November, which is a \$0.2M unfavourable variance against YTD budget.

Operating revenue is \$0.4M under YTD budget at period end. All revenue categories are reporting below YTD budget with exception of interest income.

Total expenses (operating expenses, finance costs and depreciation) is reporting a favourable variance of \$0.3M against YTD budget at period end. All expense categories are reporting below YTD with exception of finance costs.

Total capital revenue and expenses has seen no activity, which is to be expected.

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11.6.3. STRATEGIC FINANCIAL REPORT - DECEMBER 2022

Author Responsible Officer File Reference	Manager Financial Services (Justin Rule) Acting Director Organisational Services (Anthony Bigby) Strategic Financial Report	
Attachments	. December 2022 Strate	egic Financial Report [11.6.3.1 - 21 pages]
Purpose		

To adopt Mackay Regional Council's (MRC) Strategic Financial Report for the month of December 2022.

Related Parties

Nil.

Corporate Plan Linkage

Financial Strength

Ethical Decision-Making and Good Governance - We are committed to keeping our community informed about our activities and performance and employing robust governance policies and procedures to ensure legislative compliance and organisational integrity.

Background/Discussion

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

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

Consultation and Communication

Chief Executive Officer, Directors, Manager Financial Services.

Resource Implications

MRC is forecasting an operating surplus of \$0.6M for the 2022/23 financial year. The actual operating result for December 2022 is a favourable variance of \$7.1M against YTD budget.

Risk Management Implications

Variances will be closely reviewed and considered in future budget processes if required.

Conclusion

For the period ending December 2022, MRC reported a favourable operating variance of \$7.1M against YTD budget. Revenue is reporting above current month forecast for the reporting period, due to a large supplementary levy rated during the last period. All other revenue categories report variances to YTD budget. Operating expenditure is reporting under YTD budget, primarily in materials and services. All other expenditure categories are reporting above YTD budget.

To date, \$43.4M has been expended in the delivery of Council Projects; \$42.2M capital expenditure and \$1.2M operational expenditure. Council projects includes accrued expenditure for works in progress and associated operational costs expended in the delivery of these works.

Officer's Recommendation

THAT the Strategic Financial Report for December 2022 be received.

Council Resolution ORD-2023-021

THAT the Strategic Financial Report for December 2022 be received.

Moved Cr Jones

Seconded Cr Mann

CARRIED UNANIMOUSLY



MACKAY REGIONAL COUNCIL

Executive summary

Council is forecasting an operating surplus of \$0.6M for the 2022/23 financial year.

	Annual Original	Annual Revised	YTD Budget	YTD Actual	YTD Variance
	Budget \$000	Budget \$000	\$000	\$000	\$000
Total operating revenue	278,056	278,614	138,131	144,483	6,352
Total operating expenses Operating surplus / (deficit)	277,327 729	278,045 569	136,235	135,481 9.002	(754) 7,105

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

For the month ended 20 December, a favourable operating variance of \$7.1M against YTD budget is reported.

Total operating revenue is reporting a favourable variance of \$6.4M against YTD budget. This variance is largely due to a large supplementary rate levied during the last period. All other revenue lines are reporting variances to YTD budget. Operating expenditure is reporting below YTD budget, primarily in materials and services. All other expenditure lines reported unfavourably at the reporting date.

Income and expenditure trends continue to be reviewed, with budget closely monitored to ensure true variances are realised and adjusted through budgetary processes.

To date, \$43.4M has been expended on council projects and includes associated operational expenditure in the delivery of these projects, representing 38.1% of the annual revised budget. Ongoing risk in project delivery is still present with tightened local labour market conditions and elevated lead times for some critical components. Mackay Regional Council has a focus on the completion of those projects that commenced in the prior financial year that suffered delivery date slippage, while still ensuring critical planned works are not impacted in the new financial year.

Justin Rule Manager Financial Services

Anthony D Anthony Bigby

Acting Director Organisational Services

Figures provided are accurate as at the date of publication and are cumulative year to date. Amounts disclosed are rounded to the nearest thousand (\$000) unless otherwise stated. Consequently, rounded balances in the categories may not exactly add to the reported totals.

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Mackay REGIONAL COUNCIL			Strategic Financia	I Report > December 2022
1	Significant risks			
Risk	Likelihood	Consequence	Treatment	Financial impact
Nil to	report			

2 Areas of concern for noting

Area/issue of Concern	Comment
COVID-19	Council continues to monitor its operations for financial impacts associated from COVID-19 changes in line with national cabinet directives.
Asset data cleansing	A significant body of work is currently being undertaken internally to validate, enhance and standardise data within Mackay Regional Council's financial asset classes. Financial impacts arising from this project will continued to be realised in future reporting periods when known.
Council projects expenditure	Product and service price increases are being observed due to tightened market conditions. This reflects resource shortages across local building and civil construction firms. Difficulties in sourcing some construction material and equipment due to supply chain issues are also noted. This is likely to negatively impact the capital program delivery and may create variances in future forecast expenditure.
Australian Inflation Rate	Australia's inflation rate forecast is noted for consideration in ongoing budget review processes, due to its direct impact on Council's expenditure.

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3 Budget analysis – Consolidated

3.1 Income Statement

Income Statement For the period ending 20 December 2022

	Annual Original	Annual Revised	YTD Budget	YTD Actual	YTD Variance
	Budget	Budget			
	\$000	\$000	\$000	\$000	\$000
Rates and charges	232,683	232,683	114,943	122,127	7,185
Fees and charges	19,555	19,558	11,329	10,217	(1,112)
Rental income	1,436	1,456	862	706	(156)
Interest income	1,992	2,397	1,468	2,432	963
Sales contracts and recoverable works	7,948	8,069	3,382	2,600	(781)
Other recurrent income	4,462	4,460	2,791	2,869	78
Grants, subsidies, contributions and donations	9,980	9,992	3,356	3,532	176
Total operating revenue	278,056	278,614	138,131	144,483	6,352
Employee benefits	94,563	94,040	43,328	44,004	676
Materials and services	98,742	99,983	50,275	48,607	(1,669)
Finance costs	4,520	4,520	2,113	2,137	24
Depreciation and amortisation	79,502	79,502	40,518	40,734	215
Total operating expenses	277,327	278,045	136,235	135,481	(754)
Operating surplus / (deficit)	729	569	1,896	9,002	7,105
Grants, subsidies, contributions and donations	40,512	32,911	11,409	13,146	1,737
Other capital revenue	0	0	0	11	11
Capital expenses	(2,740)	(2,740)	354	221	(133)
Total capital revenue and expenses	37,772	30,171	11,763	13,378	1,615
Net result	38,501	30,740	13,659	22,380	8,720

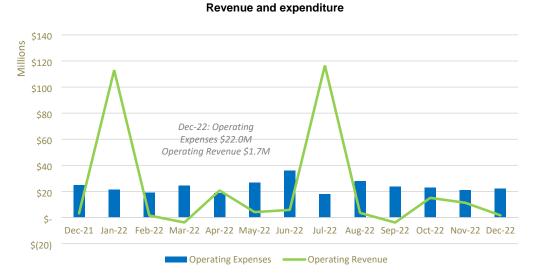
% YTD Variance from YTD Budget

YID Variance	favourable of bi	udget

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

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Mackay REGIONAL COUNCIL



3.2 <u>Revenue and expenditure</u>

<u>Revenue</u>

Total operating revenue reports a favourable variance of \$6.4M against YTD budget for the month.

A large supplementary levy was rated during the last period resulting in this notable positive variance within rates and charges of \$7.2M. Interest income, other recurrent income and grants, subsidies and contributions are also reporting favourable balances consistent with higher than forecast term deposit returns, along with MECC ticket sales and developer contributions respectively.

These favourable variances are offset by an unfavourable variance reported in fees and charges due to lower than anticipated waste disposal fees. Sales contracts and recoverable works and rental income also observed delays in the recognition of invoices and should align as the year progresses.

MRC will continue to closely monitor emerging trends as the year progresses with variances considered as part of upcoming budget review processes.

Expenses

Total operating expenses reports a favourable variance of \$0.7M against YTD budget for the month.

Materials and services accounts for much of the variance \$1.7M, with variances observed across all material and service categories; where notable underspends in consultants fees, electricity and contract payments are offset by overspends in repairs and maintenance and MECC expenditure.

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Employee benefits is reporting \$0.7M over YTD budget, noting ordinary time continues to display savings, offset by an increase in overtime and sick leave expense. MRC is operating in a marketplace with tightened labour market conditions causing a higher than anticipated vacancy rate, in conjunction with absence of some employees affected by illness including COVID-19. A Cost-of-Living Allowance was also paid during the period to current employees.

Finance costs and depreciation is also reporting small unfavourable variance.

MRC will continue to closely monitor emerging trends as the year progresses with variances considered as part of upcoming budget review processes.

Capital revenue and expenses

Total capital revenue and expenses is reporting a favourable variance of \$1.6M against YTD budget resulting from the recognition of developer donated assets.

3.3 <u>Council projects expenditure</u>

Mackay Regional Council is responsible for the provision of a diverse range of services to meet community needs and expectations. A significant number of these services are provided through infrastructure assets and other property, plant and equipment. Council manages the construction, upgrade and renewal of community assets as part of its capital works program.

	Annual	Annual	YTD	YTD	YTD
	Original	Revised	Budget	Actual	Variance
	Budget	Budget			
	\$000	\$000	\$000	\$000	\$000
Capital expenditure ^	104,649	110,635	44,713	42,191	(2,521)
Operational expenditure	2,117	3,219	1,031	1,160	129
Total council projects expenditure	106,766	113,854	45,744	43,351	(2,392)

^ as depicted in the below graph

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

Total council projects expenditure is currently tracking \$2.4M under YTD budget, with \$43.4M expended to date in the delivery of these projects, representing 38.1% of the annual revised budget including remediation expenditure.

Ongoing risk in project delivery is still present with tightened local labour market conditions and the elevated lead times of some critical components. Council has a focus on the completion of those projects that

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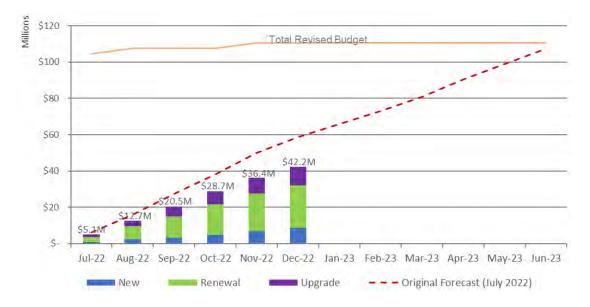
commenced in the prior financial year that suffered delivery date slippage while still ensuring critical planned works are not impacted in the new financial year.

Council projects adjusted through prior month budget review processes are summarised below.

Movement between original budget and	annual revised Carryover	l budget: Project Adjustments	New Works	Deferred Works	Total Budget Movement
	\$000	\$000	\$000	\$000	\$000
Budget adjustments adopted 24th August	14,076	10,637	-	(21,113)	3,600
Budget adjustments adopted 9th November	-	6,859	1,681	(5,051)	3,488
Total budget adjustments adopted	14,076	17,496	1,681	(26,164)	7,088

3.3.1 Capital expenditure

Capital expenditure is currently tracking \$2.5M under YTD budget and includes accrued expenditure for work completed during the month.



Cumulative capital expenditure

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4 Balance Sheet

4.1 Statement of financial position

Statement of Finance For the period ending 20		7 2	
Tor the period ending 20	Annual	Annual	Actual
	Original Budget	Revised	
		Budget Budget	Budget
	\$000	\$000	\$000
Current assets	_		
Cash and cash equivalents	117,698	134,488	94,307
Investments	0	0	70,000
Trade and other receivables	20,421	20,401	27,320
Contract Assets	3,500	3,500	1,962
Other assets	2,710	3,216	836
Inventories	2,745	2,988	2,795
Non-current assets classified as held for sale	79	79	79
Total current assets	147,153	164,672	197,298
Non-current assets	_		
Investments	5,102	5,277	5,277
Trade and other receivables	0	0	1,676
Property, plant and equipment	3,471,822	3,703,405	3,671,162
Right of use assets	741	1,262	1,263
Intangible assets	4,202	2,877	3,975
Total non-current assets	3,481,867	3,712,821	3,683,353
Total assets	3,629,020	3,877,493	3,880,650
Current liabilities	_		
Trade and other payables	10,002	10,094	12,491
Employee entitlements	11,572	12,226	22,309
Borrowings	14,049	14,048	6,828
Lease liabilities	25	66	40
Provisions	50,886	50,612	51,203
Contract Liabilities	3,500	3,500	8,176
Other liabilities	12,654	19,572	11,174
Total current liabilities	102,688	110,118	112,219

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Non-current liabilities			
Employee entitlements	1,775	1,699	1,699
Borrowings	38,848	38,848	52,770
Lease liabilities	750	1,258	1,298
Provisions	14,971	13,269	13,268
Other liabilities	1,163	11,691	11,691
Total non-current liabilities	57,507	66,765	80,728
Total liabilities	160,195	176,883	192,947
Net community assets	3,468,825	3,700,610	3,687,704
Community equity			
Retained surplus	2,299,637	2,311,196	2,298,288
Asset revaluation surplus	1,169,188	1,389,416	1,389,416
Total community equity	3,468,825	3,700,612	3,687,704

[^]refer section 4.4 for breakdown

4.2 Cash and Investment Portfolio

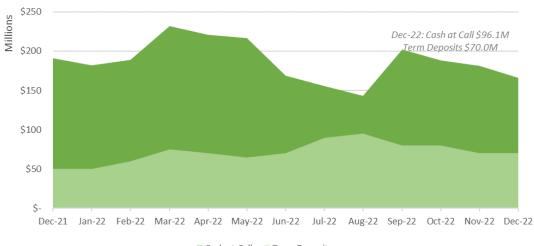
4.2.1 Total Cash and Investment Portfolio

The total balance of Mackay Regional Council's cash at call and investments, at the end of the reporting period, is shown in the graph below. Please note, the balance of cash at call will vary from the reported balance of cash and cash equivalents on the statement of financial position due to unbanked cheques and other uncleared amounts.

Mackay Regional Council is currently holding (56%) of its investment portfolio balance with Queensland Treasury Corporation (QTC) in accordance with Council's Investment Policy. Cash held at call with QTC continues to be reviewed for yield and liquidity requirements. The market is monitored during the month for investment opportunities that will deliver comparable or better than what can be achieved via the QTC at call account.

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Closing investment portfolio balance

Cash at Call Term Deposits

MACKAY REGIONAL COUNCIL's portfolio diversification

	Actual	Percentage of	Weighted Average
	\$000	Portfolio	Rate of Return
A1	35,000	21%	
A2	35,000	21%	
Total investments in term deposits	70,000	42%	3.04%
QTC	93,453	56%	
Other financial institution	2,641	2%	
Total cash at call	96,095	58%	3.50%
Total investment portfolio	166,095	100%	

Note: All investment categories referenced are in accordance with Mackay Regional Council's adopted investment policy. This is available for viewing via the Mackay Regional Council website.

4.2.2 Cash and cash equivalents

Mackay Regional Council's cash and cash equivalents are subject to internal and external restrictions that limit amounts available for discretionary or future use. At the end of the reporting period, approximately \$112M was maintained in various reserves.

A significant amount of the reserve balances relates to funds received as contributions for future capital trunk infrastructure. Council regularly conducts reviews on reserve balances to confirm the validity of restrictions.

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4.2.3 Investments

Mackay Regional Council maintains an investment portfolio diversified across various institutions and terms to maturity, which is reviewed regularly to maximise performance and minimise risk. Mackay Regional Council currently has \$70M invested with financial institutions other than QTC. Maturity of these investments is scheduled between 21st December 2022 and July 2023.

The Mackay Regional Council portfolio return continues to exceed the benchmark of Ausbond Bank Bill Index. Financial indicators and data suggest an ongoing increase in interest rate yields are likely. MRC will continue to investigate investment opportunities to ensure favourable outcomes for the business.

Council's forecast interest income budget will continue to be monitored and adjustments made if required during future budget reviews.

		12 Month
	December	Comparative
MRC Portfolio	3.05%	1.64%
AusBond Bank Bill Index	0.54%	0.24%

4.3 Current Receivables

Revenue is recognised at the amounts due at the time of sale or service delivery. Mackay Regional Council's standard settlement terms for trade receivables are 30 days from invoice date.

	Actual	Actual %	
	\$000		
Trade and other receivables			
Rates and utility charges	14,916	55%	
Development contributions	6,601	24%	
Other debtors	5,802	21%	
Total	27,320	100%	

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4.3.1 Rates Receivables

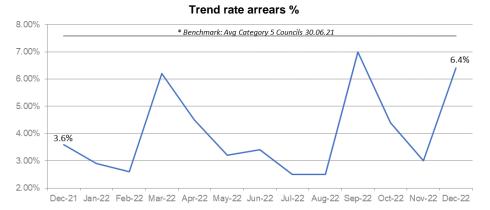
Rates and charges revenue represent ~84% of Mackay Regional Council's original operating revenue budget for the financial year.

Mackay Regional Council frequently reviews its collection process to ensure rates are collected efficiently and effectively, whilst being cognisant of individual circumstances. Collection action is continuing, both with our external collection agency and monitoring of in-house payment schedules. In-house collection methods include the use of SMS reminders for ratepayers. When arrears balances exceed three years aging, Council reviews parcels for inclusion in sale of land process.

	Total	Current year	1 year	2 years	> 3 years
	Overdue	2022/2023	2021/2022	2020/2021	
	\$000	\$000	\$000	\$000	\$000
Total rate arrears	14,916	7,478	3,330	2,031	2,077

	Issue date of notice	Due date for payment
Rates notice	15/08/2022	14/09/2022
Pensioner rates notice	15/08/2022	01/12/2022
Rates reminder notice	03/10/2022	17/10/2022

The rates arrears percentage at month end has notably increased due to the large supplementary rate levied last month totalling \$7.1M which is now overdue. This levy has been disputed by the landholder; MRC is currently investigating this disputed levy. The remaining current arrears balance is anticipated to decrease as collection action continues, noting pensioners had until December to make payment and receive discount.



* Each year the Department of State Development, Infrastructure, Local Government and Planning collects information from local governments about the key services they provide and publishes it in the Queensland local government comparative information report. The report includes a suite of efficiency, effectiveness and quality-of-service indicators covering key functional and financial areas of local government, including rates arrears performance indicators. The benchmark reported above represents the average rates arrears of like councils (category 5) for comparative years 30 June 2021 – 7.58%.

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4.4 Property, plant and equipment

	Annual	Annual	Actual	
	Original	Revised		
	Budget	Budget		
	\$000	\$000	\$000	
Opening balance as at 1 July	3,444,352	3,669,813	3,669,726	
Opening balance adjustment	0	0	(4,513)	
Net additions (including WIP) and contributed assets	107,995	114,044	47,141	
Depreciation	(78,395)	(78,408)	(40,699)	
Write off / disposed	(1,997)	(1,997)	(459)	
Transfers to other asset classes	(133)	(47)	(34)	
Property, plant and equipment closing balance	3,471,822	3,703,405	3,671,162	

The bulk of Mackay Regional Council's assets are in the form of infrastructure, such as roads, drainage, water and sewerage and waste assets.

Significant parts of Mackay Regional Council's long-term financial forecast are focused on the construction, upgrade and renewal of these assets, with the associated capital expenditure recognised as work in progress (WIP) until projects are complete and assets are ready for their intended use.

Refer to section 3.3 Council Projects Expenditure for current year budget estimates.

Total WIP as at the end of December represents \$179.1M, inclusive of current year additions and accruals. Of this, \$67.2M relates to projects complete, with assets in use. Mackay Regional Council employs a 90-day target from project completion through to capitalisation of detailed assets within the corporate asset register.

Project Phase	Actual \$000
Business case	2,715
Design	22,865
Construction	86,301
Projects Complete	67,239
Total WIP	179,119

Total Projects	Aged				
Complete	> 90 days	> 60 days > 30 days < 30 days			
	\$000	\$000	\$000	\$000	
67,239	45,186	10,200	5,184	6,669	

During June, Mackay Regional Council performed an end of financial year accounting adjustment (that was subsequently reversed in the following reporting period) to ensure the value of all assets in use where capture in our end of financial year result. The large values associated with this adjustment are reflected in below graph.

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\$10 Ś-\$(10) \$(20) \$(30) \$(40) \$(50)

Mackay REGIONAL COUNCIL



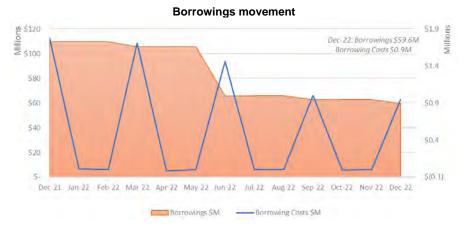


Dec-21 Jan-22 Feb-22 Mar-22 Apr-22 May-22 Jun-22 Jul-22 Aug-22 Sep-22 Oct-22 Nov-22 Dec-22

4.5 Borrowings

Loan borrowings are an important funding source for local government. They reflect that the full cost of infrastructure should not be borne entirely by present-day ratepayers, instead future ratepayers who will benefit from the infrastructure should contribute. MRC notes the finalisation of a Sewerage loan within the past financial year, with a significant repayment made in June 2022.

Borrowing costs associated with the debt balance are recognised when the principal payments are made on a quarterly basis. At the end of December, Mackay Regional Council had \$59.6M in total loan borrowings outstanding. In line with the council debt policy, no new borrowings are forecast in the current financial year.



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5 Cash Flow

5.1 Statement of cash flows

Statement of Cash Flows For the period ending 20 December 2022

	Annual Original	Annual Revised	Actual
	Budget \$000	Budget \$000	\$000
Cash flows from operating activities	\$000	\$000	φυυυ
Receipts from customers	265,823	269,608	125,175
Payments to suppliers and employees	(195,026)	(211,940)	(94,189)
Interest income	1,992	2,397	2,432
Non-capital grants, subsidies, contributions and donations	9,981	9,864	3,532
Borrowing costs	(3,640)	(3,641)	(1,940)
Net cash inflow from operating activities	79,130	66,288	35,010
	_		
Cash flows from investing activities	_		
Payments for property, plant and equipment	(103,996)	(110,033)	(42,173)
Payments for intangibles	0	(12)	0
Payments for investments	0	0	0
Other capital income	0	1,676	11
Other capital expenses	(2,000)	(2,000)	(16)
Proceeds from sale of property, plant and equipment	1,257	1,257	696
Capital grants, subsidies, contributions and donations	36,512	21,416	8,177
Net cash outflow from investing activities	(68,227)	(87,696)	(33,305)
Cash flows from financing activities			
Repayment of borrowings	(13,168)	(13,167)	(6,464)
Repayments made on leases (principal only)	(41)	(41)	(39)
New cash outflow form financing activities	(13,209)	(13,208)	(6,503)
Net increase / (decrease) in cash and cash equivalents	(2,306)	(34,616)	(4,798)
Cash and cash equivalents at beginning of the period	120,004	169,104	99,104
Cash and cash equivalents at beginning of the period	117,698	134.488	99,104
and on the period	117,000	104,400	34,307

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6 Financial analysis

6.1 Key performance indicators

				Amended	
Description	Target	FY2021	FY2022	Budget FY2023	December FY2023
Extent to which operating revenues covers operating expenses (excludes capital items)	0% - 10%	2.2%	0.2%	0.2%	6.2%
Extent to which operating revenues cover net interest expense	0% - 5%	2.4%	3.4%	0.8%	(0.2%)
Extent to which net financial liabilities can be serviced by operating revenues	< 60%	6.1%	4.3%	4.4%	(3.0%)
Extent to which current assets cover current liabilities	Between 1 and 4	1.8	1.5	1.5	1.8
Extent to which the infrastructure assets are being replaced/renewed	> 90%	82.2%	65.4%	84.1%	56.9%
Extent to which capital expenditure exceeds depreciation.	>1.1 times	1.2	1.3	1.5	1.1
	Extent to which operating revenues covers operating expenses (excludes capital items) Extent to which operating revenues cover net interest expense Extent to which net financial liabilities can be serviced by operating revenues Extent to which current assets cover current liabilities Extent to which the infrastructure assets are being replaced/renewed Extent to which capital expenditure exceeds	Extent to which operating revenues covers operating expenses (excludes capital items) 0% - 10% Extent to which operating revenues cover net interest expense 0% - 5% Extent to which net financial liabilities can be serviced by operating revenues 0% - 5% Extent to which net financial liabilities can be serviced by operating revenues <60%	Extent to which operating revenues covers operating expenses (excludes capital items) 0% - 10% 2.2% Extent to which operating revenues cover net interest expense 0% - 5% 2.4% Extent to which net financial liabilities can be serviced by operating revenues <60%	Extent to which operating revenues covers operating expenses (excludes capital items) 0% - 10% 2.2% 0.2% Extent to which operating revenues cover net interest expense 0% - 5% 2.4% 3.4% Extent to which net financial liabilities can be serviced by operating revenues <60%	DescriptionTargetFY2021FY2022Budget FY2023Extent to which operating revenues covers operating expenses (excludes capital items)0% - 10%2.2%0.2%0.2%Extent to which operating revenues cover net interest expense0% - 5%2.4%3.4%0.8%Extent to which net financial liabilities can be serviced by operating revenues<60%

The year to date results are indicative of business timing in the delivery of the annual budget and are anticipated to return to budget levels by the end of the financial year following finalisation of year end processes.

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

The key performance indicator trends are observed in the following graphs. Historical financial years are represented on the axis using actual (a) results, with revised budget forecasts (f) applied in future financial periods.

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Operating surplus ratio %

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

Interest coverage ratio %

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

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

Net financial liabilities ratio %

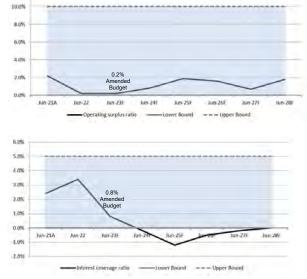
This ratio measures Council's ability to fund its net financial liabilities from recurrent revenue.

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

Current ratio

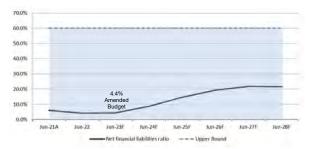
The current ratio is a good indicator of Council's liquidity and ability to meet short term obligations.

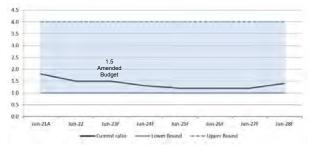
If the current ratio is too high over a sustained period, this may indicate that council may not be efficiently using its current assets or its short-term financing facilities and may also indicate problems in working capital management.



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12.0%





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Asset sustainability ratio %

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

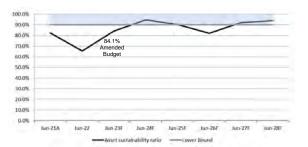
Mackay Regional Council is confident that although it does not reach the set target in the first few years of Councils' Long Term Financial Forecast, it does contribute to sustainable asset replacement over the long term.

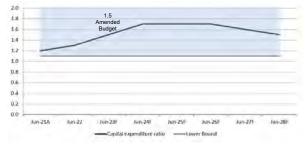
This ratio is also reflective of the relative new age of Mackay Regional Council's asset base following a period of high growth and a sustained period of NDRRA repairs. This means the requirement to spend significant funds on renewals at this stage is relatively low but will be monitored to ensure future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

Capital expenditure ratio (times)

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

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





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7 Budget analysis - Commercial businesses

7.1 Mackay Water Services

Annual YTD YTD YTD Annual Original Revised Budget Actual Variance Budget Budget \$000 \$000 \$000 \$000 \$000 Operating revenue 100,670 100,681 49,952 49,752 (200) Operating expenses 40,587 40,510 20,286 18,823 (1,463) Earnings before interest, depreciation, dividend and tax 60,083 60,171 29,666 30,929 1,263 Finance costs 1,459 1,459 727 717 (10) Depreciation 28,417 15,332 28,417 15,161 171 Earnings before dividend and tax 30.295 14.880 1,102 30.207 13,778 Dividend and tax 25,266 25,266 12,633 12,633 0 Operating surplus / (deficit) 4,941 5,029 1,145 2,247 1,102 Total capital revenue and expenses 3,350 3,350 1,910 2,120 210 Net result 8,291 8,379 3,055 4,367 1,312

Income Statement For the period ending 20 December 2022

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

Mackay Water Services is reporting an operating surplus of \$2.2M for the month of December, which is a \$1.1M favourable variance against YTD budget.

Operating revenue is \$0.2M under YTD budget at period end. This is primarily seen in fees and charges (\$0.5M) offset by interest income (\$0.4M). All other revenue categories are reporting close to or slightly favourable to YTD budget.

Total expenses (operating expenses, finance costs and depreciation) are reporting a favourable variance of \$1.3M against YTD budget at period end. Materials and services accounts for much of the variance, which is largely attributable to delays in recognition of forecast expenditure. Employee benefits and depreciation is reporting slightly above YTD budget.

Total capital revenue and expenses is reporting a favourable variance against YTD budget due to a delay in recognition of non-current asset disposals.

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7.2 Mackay Waste Services

	Annual	Annual	YTD Budget	YTD Actual	YTD Variance
	Original	Revised			
	Budget	Budget			
	\$000	\$000	\$000	\$000	\$000
Operating revenue	30,943	31,023	15,583	15,083	(500)
Operating expenses	19,861	19,909	7,800	7,753	(47)
Earnings before interest, depreciation, dividend and tax	11,082	11,114	7,783	7,330	(453)
Finance costs	816	816	304	319	15
Depreciation	2,435	2,435	974	942	(32)
Earnings before dividend and tax	7,831	7,863	6,505	6,069	(436)
Dividend and tax	4,887	4,887	2,443	2,443	0
Operating surplus / (deficit)	2,944	2,976	4,062	3,626	(436)
Total capital revenue and expenses	(100)	190	(50)	0	50
Net result	2,844	3,166	4,012	3,626	(386)

Income Statement For the period ending 20 December 2022

% YTD Variance from YTD Budget

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

Mackay Waste Services is reporting an operating surplus of \$3.6M for the month of December, which is a \$0.4M unfavourable variance against YTD budget.

Operating revenue is \$0.5M under YTD budget at period end. All revenue categories are reporting below YTD budget with exception of interest income.

Total expenses (operating expenses, finance costs and depreciation) is reporting a favourable variance of \$0.1M against YTD budget at period end. All expense categories are reporting below YTD with exception of finance costs.

Total capital revenue and expenses has seen no activity, which is to be expected.

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11.6.4. LEASE RENEWAL - DOWS CREEK HALL COMMITTEE INC

Author	Land and Property Officer (Jacinta Pollock Bonnett)
Responsible Officer File Number	Acting Director Organisational Services (Anthony Bigby) Current Securities Lease 283 16 Bourkes Road DOWS CREEK QLD 4754
Attachments	1. Dows Creek Hall Committee Robke [11.6.4.1 - 1 page]

Purpose

To consider a lease renewal for Dows Creek Hall Committee Inc. at 16 Bourkes Road, Dows Creek known as Lot 140 on SP257950.

Related Parties

Dows Creek Hall Committee Inc.

Darryl & Grenda Robke

Corporate Plan Linkage

Live and Visit

Community Participation and Active Lifestyles - Our region is vibrant and culturally rich, home to a wide variety of events, experiences and attractions.

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 Dows Creek Community Hall was originally built and managed by the local Queensland Country Women's Association in 1932 and is now managed and maintained by the Dows Creek Hall Committee Inc. (DCHC) and they have held a lease over this premises since 2012.

DCHC hold entertainment events for the locals such as dancing, live music, meetings and associated activities.

In 2015 a sub-lease was established between DCHC to Darryl & Grenda Robke for an area of 283sqm for sugar cane farming purposes. The sub-lease was required due to a realignment of Bourkes Road where a portion of the Trustee land was divided by the road and contained sugar cane crops. Following the approval of the lease with DCHC, the sub-lease will also be required to be renewed and will be subject to the approval of the Department of Resources.

According to Section 236 (1) (b) (ii) of the Local Government Regulation 2012, "a local government may dispose of a valuable non-current asset other than by tender or auction if – the valuable non-current asset is disposed of to a community organisation."

Therefore, Council is not required to tender this before renewing the lease on the property.

Consultation and Communication

Representatives of DCHC, Legal Counsel, Manager Property Services, Supervisor Land Operations, Land and Property Officer, and Commercial Lease and Property Officer.

Resource Implications

All costs incurred in respect to the preparation and lodgement of the lease documentation will be borne by the Lessee.

The lease to DCHC will be a standard 'Trustee' lease inclusive of rental in accordance with the Community Leasing Policy and other like conditions.

Risk Management Implications

Should the lease not be approved, the community and the region will not benefit from the opportunities that arise from this committee.

Conclusion

That approving a new lease to Dows Creek Hall Committee Inc, who have shown a long-term commitment to the land, its infrastructure and the local community is the most advantageous outcome for Council and the Community.

Officer's Recommendation

THAT Council -

- A. Resolves that an exemption applies under Section 236 (1) (b) (ii) of the Local Government Regulation 2012, "a local government may dispose of a valuable non-current asset other than by tender or auction if the valuable non-current asset is disposed of to a community organisation."
- B. AND THAT Council approves a new trustee lease for Dows Creek Hall Committee on Lot 140 on SP257950, 16 Bourkes Road, Dows Creek for a period of ten (10) years with such lease to commence on 01/03/2023.

Council Resolution ORD-2023-022

THAT Council -

- A. Resolves that an exemption applies under Section 236 (1) (b) (ii) of the Local Government Regulation 2012, "a local government may dispose of a valuable non-current asset other than by tender or auction if the valuable non-current asset is disposed of to a community organisation."
- B. AND THAT Council approves a new trustee lease for Dows Creek Hall Committee on Lot 140 on SP257950, 16 Bourkes Road, Dows Creek for a period of ten (10) years with such lease to commence on 01/03/2023.

Moved Cr Jones

Seconded Cr Mann

CARRIED UNANIMOUSLY



11.6.5. CONTRACTUAL ARRANGEMENT TENDERING EXEMPTION - INFORMATION AND COMMUNICATION TECHNOLOGY SPECIALISED AND SOLE SUPPLIER ARRANGEMENTS

Author Responsible Officer

File Reference

Manager Procurement & Plant (Kylie Kavanagh) Acting Director Organisational Services (Anthony Bigby) Procurement

Attachments

Nil

Purpose

The purpose of this report is to seek a Council resolution that the nominated information and communications technology suppliers are deemed as specialised or sole suppliers in accordance with Section 235 (b) of the *Local Government Regulation 2012* for Small, Medium and Large - Sized Contractual Arrangement:

 b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders; or...

Related Parties

The parties relating to this report are as follows:

- 12D Solutions Pty Ltd
- ACMA (Aust Communications & Media Authority)
- Acon
- Advam
- Akcelik & Associated Pty LTd
- AMFA
- Apple Developer Enterprise Program
- Argsoft Sales & Support Pty Ltd
- Art of Mentoring
- Arts Hub Australia
- Ass of Australian convention Bureaux inc
- Assurex Escrow Pty Ltd
- Aussie Telecom Pty Ltd
- Australian library & Information Assn
- Australian Network for Plant Conservation
- Australian Regional Tourism
- Australian Water Association
- Avdata Australia
- AvePoint AU Pty Ltd
- Axon Public Safety Australia P/L
- Azility
- Bai Communication (Broadcast Australia Pty Ltd)
- Bang the Table Pty Ltd
- Before You Dig Australia Ltd
- Benchmark Estimate
- Bentley Systems International
- BMT Eastern Australia Pty Ltd
- Botanic Gardens Aust & NZ Inc
- Bruel & Kjaer
- C.R. Kennedy

- CAD Planners Pty Ltd
- Caravan Parks Association of QLD
- Caseware Australia
- Chemwatch
- Civil Survey Solutions
- Cohera-Tech Pty Ltd
- Community Info Support Service
- Cottonwood Software
- Council Direct
- CPA Australia
- CQ Point of Sale & PC Systems
- CVT Global Pty Ltd
- Datacom Systems Pty Ltd
- Devart
- Digital Education Services
- Diversity Council Australia
- Docker, Inc.
- Domainname.gov.au
- Economic Development Australia Limited
- EHS Data Limited
- Encodian Solutions Ltd
- Encyclopedia Brittanica
- Enhansoft
- Environ data Weather Station Specialists
- Environmental health Australia (NSW) INC
- ESRI Australia
- Euclideon
- eWater Innovations
- FloodPlain Management Australia
- Forward Learning
- Friend of the Libraries
- Frontier Software
- Gartner
- GeoData Australia Pty Limited
- Glass's Information Services
- GoDaddy
- Google Play Store
- Grant Ready Pty Ltd
- GW3 (Greater Whitsunday Alliance Ltd)
- Happy Talk Media Pty Ltd
- Harbour Software
- Housing Industry Association Ltd
- IAP2
- Ibis Information Systems
- Infor Global Solutions
- Infor PS User Forum Inc
- Innovyze
- Insight Technology Solutions, Insight Enterprise Australia
- Institute of Public Works Engineering
- International Council Local Environmental
- InvarionRapid Plan Pty Ltd

- INX Software Pty Ltd
- IPWEA National
- Jam Software
- JetBrains
- Joann (Creative bug)
- Kaon Security
- Kaon Security
- KnowBe4
- LAWMAC North Queensland (Local Authority Waste Management Action Committee)
- Lex Australia Ltd
- LG Assist ANZ
- Library Ideas
- LightLab International
- Live Performance Australia
- LivePro Australia
- Local Government Association of QLD
- Local Government Managers Australia QLD
- Locus Global
- Logicalis Australia Pty Ltd
- Ltech Australia
- Mackay & Whitsunday Locksmith
- Mackay Communications
- Mackay IT Network
- Mandalay Technologies
- Master Electricians Australia
- Master Plumbers Association of QLD
- Melbourne IT
- Message4U Pty Ltd
- MicroWay Pty Ltd
- Mincad Systems Pty Ltd
- Monkey3Media
- Mosquito and Arbovirus Research
- Muhimbi
- MyCommerce
- Nata-National Ass. Of Test Authorities
- National Library of Australia
- Natspec
- Navigo
- Nintex
- Nixon Communications
- Nixon Controls Pty Ltd
- North QLD Sports Foundation
- Nursery & Garden Industry Queensland
- Octief Pty Ltd
- Octief Pty Ltd
- Onemusic Australia
- OO-Soft
- Our Community Pty Ltd
- Outpost Central Pty Ltd
- Parks & Leisure Australia
- Patch My PC

- Paul Hirning
- Peak Services
- Performing Art Connections Aust (PAC)
- Phonographic Performance Company of Aust
- Pitt & Sherry
- Planning Institute of Australia
- Pluralsight
- Promapp / Nintex Pty Ltd
- ProQuest
- Pukunui Technology
- Queensland Master Builders
- Queensland Tourism Industry Council
- RACQ
- Radio Frequency Barcode Systems Pty Ltd
- REMPLAN
- Resource Industry Network
- SAI Global Australia Pty Ltd
- Sanzap Pty Ltd
- Scandit
- Schneider Electric
- SeatAdvisor Australia
- Securepay
- Seek Limited
- Sensei Project Solutions
- Shopify
- Skillsoft Asia Pacific Pty Ltd
- SMEC Australia
- Social Coil PTY LTD (UWORKING JXT)
- Sponsorship News Pty Ltd Prickly Pair Media Pty Ltd
- Springshare LLC
- SQL Tools
- Stage Queensland Incorporated
- Standards Australia
- SuperChoice Services Pty Ltd
- Surebridge
- TeamViewer
- Technology One Limited
- Telstra Corporation Ltd Transferring to Telstra Limited (1/01/23)
- The Institute of Plumbing Inspectors QLD
- Thermo Fisher
- Timeless Technologies Pty Ltd
- Toastmasters International
- Towers Business Operating Trust (Amplitel)
- Transoft Solutions (Aust) Pty Ltd
- Transparent Language Inc.
- UDIA (QLD)
- Ultimate Positioning Group
- Ungerboeck Systems International Pty Ltd
- Uniqco International Pty Ltd
- Venue Management Association
- Vernon Systems

- Waste Management Assoc of Australia
- Water Industry Operators Association
- Water Services Assov of Australia
- Whitsunday ROC Limited
- Worley Parsons Services Pty Ltd
- WS_FTP ipswitch
- Zoho Corporation
- Zoo Business Media

Corporate Plan Linkage

Financial Strength

Ethical Decision-Making and Good Governance - We are committed to keeping our community informed about our activities and performance and employing robust governance policies and procedures to ensure legislative compliance and organisational integrity.

Background/Discussion

In previous years Council has procured specialist software that can only be maintained and supported by suppliers who have supplied this software, these would also include subscriptions for various memberships.

An annual review of the suppliers has been completed and summarised below. Approving these software suppliers as specialist or sole suppliers will permit the suppliers to be re-engaged to continue the provision of the required services on expiry of their existing agreed terms until such time as the mentioned software, subscriptions/memberships have been deemed as no longer suiting Mackay Regional Council's business needs.

Supplier	Description/Justification
12D Solutions Pty Ltd	12D Civil Works Modelling Software
ACMA (Aust Communications & Media Authority)	Australian Communications and Media Authority - Yearly license renewal, ACMA License, renewal notice # 502438140, Council site to Brewers Road, Sarina
Acon	Pride in Diversity Membership
Advam	Advam Payment Gateway
Akcelik & Associated Pty LTd	Traffic Management Software
AMFA	Advocacy, Informacy, Guidance/Consultancy, Training/Conferences/Workshops
Apple Developer Enterprise Program	Apple Developer Program
Argsoft Sales & Support Pty Ltd	ICT Infrastructure monitoring software
Art of Mentoring	Art of Mentoring platform subscription annual renewal - Subscription required to fulfill MRC's strategic leadership development objectives. This membership forms part of MRC's partnership alliance with Resource Industry Network.
Arts Hub Australia	Arts Hub Membership is connected to the governing bodies of the performing arts industries, provide us access to current resources, networking and news integral to managing a performing arts venue.

Ass of Australian convention Bureaux inc	Associate Membership of AACB, The Association of Australian Convention Bureaux (AACB) is the peak Australian Business events network that drives economic prosperity for Australia. The Association brings together Australia's most influential city and regional bureaus, dedicated to marketing The Mackay Region as a premier business events destination to domestic and international markets.
Assurex Escrow Pty Ltd	Escrow services - Licensing - IT - maintenance & support
Aussie Telecom Pty Ltd	Public Computer known state Software
Australian library & Information Assn	Member Number 032638.ALIA Institutional Membership is available to all library, information organisations and corporations that serve the library and information community in Australia (national professional body for libraries)
Australian Network for Plant Conservation	Re-new of membership for research purpose at the Mackay Botanic Gardens - provides a forum for the exchange of research, information and ideas with others active in Aust. plant conservation
Australian Regional Tourism	ART provides statistical and survey data relating to regional tourism as it impacts on regional economic development, it summarises grant funding for regional tourism projects that local government can apply for in terms of economic development, it offers networking opportunities, it advocates for regional tourism legislation and funding to state and federal government, it collates regional tourism articles and ministerial statements, and offers professional development opportunities
Australian Water Association	Individual Membership - Committee member of the AWA Industrial Water & Trade Waste Specialists Network
Avdata Australia	Data Management Fee - OEM Supplier
AvePoint AU Pty Ltd	Backup Software for SharePoint
Axon Public Safety Australia P/L	Axon body cameras - software & hosting
Azility	Energy Management Software (Local Buy Contract Expires 30/04/2022)
Bai Communication (Broadcast Australia Pty Ltd)	Mt Blackwood - license fee
Bang the Table Pty Ltd	Connecting Mackay subscription Engagement HQ Licence, EngagementIQ Subscription - Core, Project Finder - Custom (digital platform that host our Connecting Mackay website - This project hub is all about sharing your thoughts, staying informed and connecting with your community. Connecting Mackay offers an excellent way to get involved and stay up-to-date on council projects, initiatives and activities.)
Before You Dig Australia Ltd	Infrastructure Location - Referrals & membership fee
Before You Dig Australia Ltd Benchmark Estimate	Infrastructure Location - Referrals & membership fee Benchmark Estimating Software
	Infrastructure Location - Referrals & membership fee Benchmark Estimating Software Water GEM and Water CAD Software

Botanic Gardens Aust & NZ Inc	Membership Renewal - links more than 130 + botanic gardens. BGANZ is a 'not for profit' peak industry body formed to build and maintain links with relevant national and international bodies, to benefit members
Bruel & Kjaer	Software we use to interpret the readings from our sound level meter
C.R. Kennedy	Leica Cyclone REGISTER 360 is a mapping program of which C.R. Kennedy are the authorised seller & Annual SmartNetAus Subscriptions
CAD Planners Pty Ltd	MECC Floor Planning Software
Caravan Parks Association of QLD	Associate Tourism Member Annual Fees
Caseware Australia	CaseWare IDEA
Chemwatch	Safety, SmartSuite Mobile Application
Civil Survey Solutions	AutoDesk AutoCAD Software
Cohera-Tech Pty Ltd	People Counter subscription fee at the Bluewater Lagoon (track attendances used in reporting including the monthly Organisational Services report)
Community Info Support Service	My Community Directory
Cottonwood Software	Specialist Campground Management Software
Council Direct	2022 Subscription
CPA Australia	CPA Membership Renewal - Certified Practising Accountant
CQ Point of Sale & PC Systems	SwiftPOS Licence, software upgrades, maintenance
CVT Global Pty Ltd	Telephone Call Accounting Software
Datacom Systems Pty Ltd	Firewalls
Devart	SQL Tool/Reporting
Digital Education Services	Annual subscriptions for a number of digital platforms which are available for customer use via 24-7 Online Library
Diversity Council Australia	Organisation Tier 3 Membership Subscription to DCA - Subscription required to fulfill MRC's strategic Diversity & inclusion objectives.
Docker, Inc.	Docker is a PaaS (Platform as a Service) solution that allows Mackay Regional Council Developers to use containers when developing custom built/coded solutions. Containers are small environments with allocated computer resources, that allow for developers to develop applications, test applications, and deploy applications across the business environment.
Domainname.gov.au	myh20.qld.gov.au Domain Name
Economic Development Australia Limited	EDA Corporate Membership - Annual membership for all MRC staff and Councillors to provide access to EDA newsletters, free webinars and membership prices on events and L&D opportunities.
EHS Data Limited	Monitor Pro (MP5) - Maintenance Period

Encodian Solutions Ltd	Information Services is sourcing a Solution to use with Power Automate (Power Automate Microsoft Power Platform), to extract data from SharePoint Online Forms and export this data into a PDF Format. As you may know we have Smart Forms on Bruce which do a similar concept, the Form is completed then exported as a PDF for adding to ECM. The current solution we have for Bruce does not work with SharePoint Online, hence a new product is required. We will be utilising an Annual Enterprise subscription so our Data remains within Australia.
Encyclopedia Brittanica	Online Encyclopedia Subscription
Enhansoft	ICT Management (SCCM)
Environ data Weather Station Specialists	Weather and Environmental Conditions
Environmental health Australia (NSW) INC	I'M ALERT Food Safety Subscription - online food safety training package. This enables MRC to have the training available on our website for free, for businesses and the public
ESRI Australia	GIS System software
Euclideon	Design/Survey Team Data Management
eWater Innovations	Stormwater Improvement Design - MUSIC HL Annual Maintenance
FloodPlain Management Australia	Floodplain Management Australia - Floodplain Management Australia is the peak national body for flood risk practitioners in Australia. FMA promotes wise management of development on floodplains and community awareness of flood-related issues, helping to reduce the risks of flooding to life and property. FMA represents the interests of Members at local, state and federal government levels. FMA provides professional development and information sharing opportunities for its members.
Forward Learning	Annual Subscription - Annual subscription for World Book eBooks
Friend of the Libraries	Membership renewal - Annual professional membership to National Friends of the Libraries body
Frontier Software	CHRIS21
Frontier Software	CHRIS21
Gartner	Annual Gartner ICT Industry Reports (Government Contract Exp 31/05/22)
GeoData Australia Pty Limited	GeoCadastre Software - Survey Office
Glass's Information Services	Internet Auto Edge & Internet AE RV Forecaster
GoDaddy	Domain names & SSL certificates
Google Play Store	Developer license
Grant Ready Pty Ltd	Grant Management
GW3 (Greater Whitsunday Alliance Ltd)	One year subscription contribution to the Grant Guru grant finding portal managed by GW3 on behalf of Councils: Greater Whitsunday Grant Finder Service.
Happy Talk Media Pty Ltd	2022 Subscription
Harbour Software	Council Minutes document creation

Housing Industry Association LtdAnnual membership - Housing Industry Association Limited (HIA), The HIA key stakeholder and building industry representative Mackay Region. MRC receives information on items this industry and participate in professional developm other initiatives that support the industry	
	in the affecting
IAP2IAP2 Australasian Membership, IAP2 are specialist p of engagement training. The training is required for th Community Engagement team.	
Ibis Information Systems Rate Modelling System	
Infor Global Solutions Pathway Subscription	
Infor PS User Forum Inc Annual Membership for Pathway/IPS User Group	
Innovyze Infoworks - Sewer Edition	
Insight Technology Solutions, Insight	
Enterprise Australia Microsoft Enterprise Agreement	
Institute of Public Works Engineering IPWEAQ Technical Subscription - provides access to valuable Engineering Library, Conference discounts, updated Standards and Specifications and industry r	details of
International Council Local Environmental International Council Local En	onmental ership y and
InvarionRapid Plan Pty Ltd Traffic Planning Solution	
INX Software Pty Ltd InControl	
IPWEA National IPWEA Fleet subscription. This give Council access and guidance in support of Fleet Management within	
Jam Software Treesize Professional	
JetBrains ReSharper - Programming Code Analysis	
Joann (Creative bug) Annual subscription for online craft database not offer through any other vendor	ered
Kaon Security IS Policy and Standards Suite	
Kaon Security IS Policy and Standards Suite	
KnowBe4 Cyber Security Training - Annual Subscription	
LAWMAC North Queensland (Local Authority	
LAWMAC North Queensland (Local Authority Waste Management Action Committee) Annual Membership	
LAWMAC North Queensland (Local Authority	
LAWMAC North Queensland (Local Authority Waste Management Action Committee) Annual Membership	ally,
LAWMAC North Queensland (Local Authority Waste Management Action Committee) Annual Membership Lex Australia Ltd Legal Office Software LG Assist ANZ This advertising package allows MRC to advertise in government specific candidate pool that is searching specifically for local government opportunities. Typic these candidates have local government experience often a requisite capability for some MRC roles Library Ideas Annual Freegal Music Streaming Subscription / Vox (Audio Books)	ally, which is
LAWMAC North Queensland (Local Authority Waste Management Action Committee)Annual MembershipLex Australia LtdLegal Office SoftwareLG Assist ANZThis advertising package allows MRC to advertise in government specific candidate pool that is searching specifically for local government opportunities. Typic these candidates have local government experience often a requisite capability for some MRC rolesLibrary IdeasAnnual Freegal Music Streaming Subscription / Vox (Audio Books)LightLab InternationalStage Lighting Software	ally, which is
LAWMAC North Queensland (Local Authority Waste Management Action Committee)Annual MembershipLex Australia LtdLegal Office SoftwareLG Assist ANZThis advertising package allows MRC to advertise in government specific candidate pool that is searching specifically for local government opportunities. Typic these candidates have local government experience often a requisite capability for some MRC rolesLibrary IdeasAnnual Freegal Music Streaming Subscription / Vox (Audio Books)	ally, which is

Local Government Association of QLD	LGAQ Annual Membership Subscription - this membership includes on-line services, delegation service, advice to Councillors and conference fee
Local Government Managers Australia QLD	Renewal of Member Subscription of LGMA - Annual subscription for a corporate membership
Locus Global	FME Desktop data conversion and integration software
Logicalis Australia Pty Ltd	1E Nightwatchman
Ltech Australia	LIMS1 Water Lab Software
Mackay & Whitsunday Locksmith	Security Key Management Software - Promaster key manager 8, including support & maintenance
Mackay Communications	Microwave Link Rental - Middlecreek Dam
Mackay IT Network	Professional Membership in Local ICT Group
Mandalay Technologies	Waste Management Software (Local Buy Contract Expires 19/03/2022
Master Electricians Australia	Annual Membership Renewal - electrical safety system provider subscription that is utilised by Parks and Water Electricians and is specified for use by all MRC electrical contractors. & Safety Management System
Master Plumbers Association of QLD	Associate Council - Membership Renewal, The plumbing inspection department require the membership to keep up to date with notifications to the plumbing industry and reduced fees for some specific training such as backflow prevention.
Melbourne IT	Domain name - mackayregionalbotanicgardens.com.au
Message4U Pty Ltd	SMS gateway for bulk sending
MicroWay Pty Ltd	E-Learning needs Apps
Mincad Systems Pty Ltd	Circly - mechanistic pavement design and analysis
Monkey3Media	Zappar Platform Licence - 12 Months, virtual reality app that we use for the 5th Lane artwork
Mosquito and Arbovirus Research	Mackay Regional Council Membership enables the Vector Control Program to keep up with the current mosquito control activities, methods, technology and mosquito borne arbovirus research and data
Muhimbi	PDF Converter for SharePoint
MyCommerce	Backup Software for computers in CCTV vans
Nata-National Ass. Of Test Authorities	2022 Subscription?
National Library of Australia	2022 Subscription? Mackay Regional Council Libraries (customer number 900699) Commencement Date: 1 July 2022 MRC Contact: Tayla Phelan 07 4961 9301
Natspec	NATSPEC Subscription - Membership provides access to NATSPEC and Auspec specifications used for day labour and contract project delivery as well as Development based project delivery
Navigo	OrgPlus Software
Nintex	Workflow in SharePoint
Nixon Communications	P2P Annual Maintenance - Botanic Gardens & Black Mountain site rental
Nixon Controls Pty Ltd	Annual Rental Communications Tower Black Mountain Mackay

North QLD Sports Foundation	MRC Contribution - annual membership - The North Qld Sports Foundation (NQSF) is a not for profit organisation with a formal board on which representative Councillors sit. Several of the North Queensland Regional Councils are members of the NQSF. The NQSF works with councils to enhance lifestyle for communities within the regions through joint funding (and/or grant funded) sports based programs.
Nursery & Garden Industry Queensland	Required for Mackay Natural Environment Centre Nursery accreditation (Nursery Industry Accreditation Scheme Australia (NIASA)).
Octief Pty Ltd	Asbestos Management Monthly Fees
Octief Pty Ltd	Asbestos Management Monthly Fees
Onemusic Australia	APRA Music licence for all of Council - Single Corporate Subscription - This licence covers all of Council for playing music at venues and events.
OO-Soft	Service Fee for Ecomp
Our Community Pty Ltd	Renewal of Annual Subscription - Smarty Grants platform, which is used for all grant programs
Outpost Central Pty Ltd	Subscriptions for Middle Creek Dam and the WASP logger - Related to a legislative requirement to monitor dam levels.
Parks & Leisure Australia	Annual Subscription - provides Sport and Recreation Team Members access to specialised information and discounted courses/activities
Patch My PC	Computer Patch Management Software
Paul Hirning	DeltaS Main Roads Cost Recovery Software
Peak Services	HR Assist Platform membership renewal
Performing Art Connections Aust (PAC)	MECC - PAC Membership is connected to the governing bodies of the performing arts industries, provide us access to current resources, networking and news integral to managing a performing arts venue.
Phonographic Performance Company of Aust	Mackay Regional Council Libraries - License Number #0425189. Annual licence fee to support the broadcasting of music and movies within the public library space
Pitt & Sherry	Asset Assyst Renewal
Planning Institute of Australia	Subscription - corporate membership to PIA as we regularly access professional development provided by this body for our planners.
Pluralsight	Online Training Portal for ICT topics
Promapp / Nintex Pty Ltd	Process Mapping Software
ProQuest	Subscription for Syndetics Unbound Base package that integrates with Aurora
Pukunui Technology	Moddle Hosting
Queensland Master Builders	Subscription to Master Builders in order to improve the working relationship between MRC and Master Builders, regular meetings takes place - providing information about happenings in the region

Queensland Tourism Industry Council	Tourism Yearly Membership - Annual membership for MRC and Sarina Sugar Shed. It is a requirement of entry into Queensland Tourism Awards and also provides access to industry information and L&D opportunities.
RACQ	
Radio Frequency Barcode Systems Pty Ltd	RACQ Fleet Membership.This is for all Fleet under 3.5 tonne.
	Warehouse Barcode Systems Online Tools and resources for economic development
REMPLAN	practitioners - Local Buy Contract Expires 30/04/2022
Resource Industry Network	Annual membership for Mackay Regional Council to demonstrate support for industry sector, receive updates (newsletters etc) and membership rates for attendance at events. Longstanding membership.
SAI Global Australia Pty Ltd	SAI Global Subscription - required to access Standards across Council
Sanzap Pty Ltd	Solus App - enables Library catalogue on Mobiles
Scandit	Scandit keyboard wedge license fees - 15 x licenses
Schneider Electric	Clear SCADA and Wonderware SCADA Software
SeatAdvisor Australia	Seat Advisor Monthly Ticket sales for month & or yearly (MECC & SSS)
Securepay	Monthly web payments for ticketing & online shopping (payment handling for Seat Advisor & Shopify)
Seek Limited	Recruitment Advertising - Seek continues to be Australia's primary recruitment advertising platform. Subscription required to fulfill MRC's strategic recruitment objectives
Sensei Project Solutions	Project, Portfolio & Work Management solution.
Shopify	Online shopping platform for selling products
Skillsoft Asia Pacific Pty Ltd	Learning Management System
SMEC Australia	Pavement Management System
Social Coil PTY LTD (UWORKING JXT)	Mackay Region Job Link Talent Community annual subscription
Sponsorship News Pty Ltd - Prickly Pair Media Pty Ltd	Associate Membership of AACB, The Association of Australian Convention Bureaux (AACB) is the peak Australian Business events network that drives economic prosperity for Australia. The Association brings together Australia's most influential city and regional bureaus, dedicated to marketing The Mackay Region as a premier business events destination to domestic and international markets.
Springshare LLC	LibStaffer - Subscription for rostering software for Libraries/Artspace
SQL Tools	SQL Diagnostic Manager
Stage Queensland Incorporated	Stage QLD memberships is connected to the governing bodies of the performing arts industries, provide us access to current resources, networking and news integral to managing a performing arts venue.
Standards Australia	
	Subscription

Surebridge	
-	ICT Infrastructure and Software Annual Maintenance
TeamViewer	Remote Computer Sessions to support users
Technology One Limited	Finance 1 and ECM
Telstra Corporation Ltd Transferring to Telstra Limited (1/01/23)	Telephony and Data Maintenance and Support
The Institute of Plumbing Inspectors QLD	Corporate 5 Membership. Plumbing inspections department require the membership to keep up with the changes to regulations and proposed changes to legislation
Thermo Fisher	Comprehensive Support Plan for 3 x Items purchased from Thermo Fisher (serial #: 15120145, 15120483 & 15121939). An all-inclusive support plan that is designed for customers with sustained operations and delivers an essential blend of hardware and software support that will help you optimise productivity. Your organisation will benefit from the technical expertise across our service division in addition to a tailored, straightforward fixed price agreement for the maintenance and calibration of your equipment.
Timeless Technologies Pty Ltd	GFI Faxmaker extension for Exchange Server
Toastmasters International	Club memberships bi annually in March & September
Towers Business Operating Trust (Amplitel)	Rental space of Mt Blackwood repeater site
Transoft Solutions (Aust) Pty Ltd	ParkCAD and Auto TURN Software
Transparent Language Inc.	Transparent Language Online for libraries & KidSpeak included (Annual subscription for language platform which is available to customers via our 24-7 Online Library)
UDIA (QLD)	Corporate Membership Renewal (Mackay Regional Council) - allows us to receive information on issues affecting this industry and participate in professional development and other initiatives that support the industry. MRC also have a joint working committee with the UDIA that allows MRC to share information and work on initiatives to assist the development industry and Council to work better together.
Ultimate Positioning Group	Trimble Software for surveying
Ungerboeck Systems International Pty Ltd	EBMS Software yearly support and/or updates
Uniqco International Pty Ltd	Fleet Management Service Fee Annual Subscription. Fleet system that Council uses to Manage its fleet
Venue Management Association	MECC - VMA Andrew & Jemma Yearly Membership is connected to the governing bodies of the performing arts industries, provide users access to current resources, networking and news integral to managing a performing arts venue.
Vernon Systems	Collection Management System (Artspace) - annual support
Waste Management Assoc of Australia	WMRR membership subscription

Water Industry Operators Association	WIOA Membership - Water Treatment - Subscription required to fulfill MRC's strategic Water Industry Worker Project objectives. This membership forms part of MRC's partnership alliance with Water Industry Alliance and regional Councils WIW Project.
Water Services Assov of Australia	Annual Membership - Director of ECI authority.
Whitsunday ROC Limited	Contribution/Membership towards Greater Whitsunday Council of Mayors Operations
Worley Parsons Services Pty Ltd	WaterRIDE Software
WS_FTP ipswitch	FTP Software for secure file transfer
Zoho Corporation	ICT Support System
Zoo Business Media	On hold messages for phones. Annual charges, no further quotes provided or sourced to date.

Perpetual contractual arrangements with these specialised software and subscription/membership suppliers are necessary to ensure the existing corporate software applications and subscription/membership are up to date, correctly licensed, supported and maintained for the life of the software/membership.

Consultation and Communication

Consultation has been held with ICT, Governance and Safety, Director Organisational Services and Procurement and Plant to ensure the process to engage the suppliers as noted above, identifies Council's current systems' requirements while adhering to relevant legislation requirements.

Resource Implications

Council's relevant programs manage the ongoing financial component for each of the system providers. These costs have been included in the relevant programs' 2022 / 2023 Financial Year's operational budget.

Risk Management Implications

The recommended suppliers are required to provide all relevant insurance and compliances prior to executing contracts and Council staff will ensure that relevant insurances are maintained through the life of the contract. This includes:

- Product Liability \$20,000,000.00
- Public Liability \$20,000,000.00
- Professional Indemnity As required
- Workcover As required by law

All conditions of contracts shall be reviewed by appropriate Council staff members to ensure there are sufficient remedies and warranties to Council, based on the risk profile of the services being provided.

Conclusion

Due to the specialised and customised nature of the nominated software, subscription, and membership suppliers, and to maintain system continuity, it is recommended that under s235(b) of *the Local Government Regulations* Council resolve that due to the specialised nature of the services that it is impractical and

disadvantageous for Council to invite tenders and therefore can engage directly with the existing suppliers for the extension of existing services without first inviting tenders.

Officer's Recommendation

THAT pursuant to *s235(b) Local Government Regulations*, Council resolves that because of the specialist nature and customised software, it would be impractical and disadvantageous for Council to invite quotes or tenders for supply by suppliers other than the original suppliers, being the following nominated suppliers.

- 12D Solutions Pty Ltd
- ACMA (Aust Communications & Media Authority)
- Acon
- Advam
- Akcelik & Associated Pty LTd
- AMFA
- Apple Developer Enterprise Program
- Argsoft Sales & Support Pty Ltd
- Art of Mentoring
- Arts Hub Australia
- Ass of Australian convention Bureaux inc
- Assurex Escrow Pty Ltd
- Aussie Telecom Pty Ltd
- Australian library & Information Assn
- Australian Network for Plant Conservation
- Australian Regional Tourism
- Australian Water Association
- Avdata Australia
- AvePoint AU Pty Ltd
- Axon Public Safety Australia P/L
- Azility
- Bai Communication (Broadcast Australia Pty Ltd)
- Bang the Table Pty Ltd
- Before You Dig Australia Ltd
- Benchmark Estimate
- Bentley Systems International
- BMT Eastern Australia Pty Ltd
- Botanic Gardens Aust & NZ Inc
- Bruel & Kjaer
- C.R. Kennedy
- CAD Planners Pty Ltd
- Caravan Parks Association of QLD
- Caseware Australia
- Chemwatch
- Civil Survey Solutions
- Cohera-Tech Pty Ltd
- Community Info Support Service
- Cottonwood Software
- Council Direct
- CPA Australia
- CQ Point of Sale & PC Systems
- CVT Global Pty Ltd

- Datacom Systems Pty Ltd
- Devart
- Digital Education Services
- Diversity Council Australia
- Docker, Inc.
- Domainname.gov.au
- Economic Development Australia Limited
- EHS Data Limited
- Encodian Solutions Ltd
- Encyclopedia Brittanica
- Enhansoft
- Environ data Weather Station Specialists
- Environmental health Australia (NSW) INC
- ESRI Australia
- Euclideon
- eWater Innovations
- FloodPlain Management Australia
- Forward Learning
- Friend of the Libraries
- Frontier Software
- Gartner
- GeoData Australia Pty Limited
- Glass's Information Services
- GoDaddy
- Google Play Store
- Grant Ready Pty Ltd
- GW3 (Greater Whitsunday Alliance Ltd)
- Happy Talk Media Pty Ltd
- Harbour Software
- Housing Industry Association Ltd
- IAP2
- Ibis Information Systems
- Infor Global Solutions
- Infor PS User Forum Inc
- Innovyze
- Insight Technology Solutions, Insight Enterprise Australia
- Institute of Public Works Engineering
- International Council Local Environmental
- InvarionRapid Plan Pty Ltd
- INX Software Pty Ltd
- IPWEA National
- Jam Software
- JetBrains
- Joann (Creative bug)
- Kaon Security
- Kaon Security
- KnowBe4
- LAWMAC North Queensland (Local Authority Waste Management Action Committee)
- Lex Australia Ltd
- LG Assist ANZ
- Library Ideas

- LightLab International
- Live Performance Australia
- LivePro Australia
- Local Government Association of QLD
- Local Government Managers Australia QLD
- Locus Global
- Logicalis Australia Pty Ltd
- Ltech Australia
- Mackay & Whitsunday Locksmith
- Mackay Communications
- Mackay IT Network
- Mandalay Technologies
- Master Electricians Australia
- Master Plumbers Association of QLD
- Melbourne IT
- Message4U Pty Ltd
- MicroWay Pty Ltd
- Mincad Systems Pty Ltd
- Monkey3Media
- Mosquito and Arbovirus Research
- Muhimbi
- MyCommerce
- Nata-National Ass. Of Test Authorities
- National Library of Australia
- Natspec
- Navigo
- Nintex
- Nixon Communications
- Nixon Controls Pty Ltd
- North QLD Sports Foundation
- Nursery & Garden Industry Queensland
- Octief Pty Ltd
- Octief Pty Ltd
- Onemusic Australia
- OO-Soft
- Our Community Pty Ltd
- Outpost Central Pty Ltd
- Parks & Leisure Australia
- Patch My PC
- Paul Hirning
- Peak Services
- Performing Art Connections Aust (PAC)
- Phonographic Performance Company of Aust
- Pitt & Sherry
- Planning Institute of Australia
- Pluralsight
- Promapp / Nintex Pty Ltd
- ProQuest
- Pukunui Technology
- Queensland Master Builders
- Queensland Tourism Industry Council

- RACQ
- Radio Frequency Barcode Systems Pty Ltd
- REMPLAN
- Resource Industry Network
- SAI Global Australia Pty Ltd
- Sanzap Pty Ltd
- Scandit
- Schneider Electric
- SeatAdvisor Australia
- Securepay
- Seek Limited
- Sensei Project Solutions
- Shopify
- Skillsoft Asia Pacific Pty Ltd
- SMEC Australia
- Social Coil PTY LTD (UWORKING JXT)
- Sponsorship News Pty Ltd Prickly Pair Media Pty Ltd
- Springshare LLC
- SQL Tools
- Stage Queensland Incorporated
- Standards Australia
- SuperChoice Services Pty Ltd
- Surebridge
- TeamViewer
- Technology One Limited
- Telstra Corporation Ltd Transferring to Telstra Limited (1/01/23)
- The Institute of Plumbing Inspectors QLD
- Thermo Fisher
- Timeless Technologies Pty Ltd
- Toastmasters International
- Towers Business Operating Trust (Amplitel)
- Transoft Solutions (Aust) Pty Ltd
- Transparent Language Inc.
- UDIA (QLD)
- Ultimate Positioning Group
- Ungerboeck Systems International Pty Ltd
- Uniqco International Pty Ltd
- Venue Management Association
- Vernon Systems
- Waste Management Assoc of Australia
- Water Industry Operators Association
- Water Services Assov of Australia
- Whitsunday ROC Limited
- Worley Parsons Services Pty Ltd
- WS_FTP ipswitch
- Zoho Corporation
- Zoo Business Media

FURTHER THAT the nominated list of current specialist ICT suppliers is reviewed and resolved annually by Council.

Council Resolution ORD-2023-023

THAT pursuant to *s235(b)* Local Government Regulations, Council resolves that because of the specialist nature and customised software, it would be impractical and disadvantageous for Council to invite quotes or tenders for supply by suppliers other than the original suppliers, being the following nominated suppliers.

- 12D Solutions Pty Ltd
- ACMA (Aust Communications & Media Authority)
- Acon
- Advam
- Akcelik & Associated Pty LTd
- AMFA
- Apple Developer Enterprise Program
- Argsoft Sales & Support Pty Ltd
- Art of Mentoring
- Arts Hub Australia
- Ass of Australian convention Bureaux inc
- Assurex Escrow Pty Ltd
- Aussie Telecom Pty Ltd
- Australian library & Information Assn
- Australian Network for Plant Conservation
- Australian Regional Tourism
- Australian Water Association
- Avdata Australia
- AvePoint AU Pty Ltd
- Axon Public Safety Australia P/L
- Azility
- Bai Communication (Broadcast Australia Pty Ltd)
- Bang the Table Pty Ltd
- Before You Dig Australia Ltd
- Benchmark Estimate
- Bentley Systems International
- BMT Eastern Australia Pty Ltd
- Botanic Gardens Aust & NZ Inc
- Bruel & Kjaer
- C.R. Kennedy
- CAD Planners Pty Ltd
- Caravan Parks Association of QLD
- Caseware Australia
- Chemwatch
- Civil Survey Solutions
- Cohera-Tech Pty Ltd
- Community Info Support Service
- Cottonwood Software
- Council Direct
- CPA Australia
- CQ Point of Sale & PC Systems
- CVT Global Pty Ltd
- Datacom Systems Pty Ltd

- Devart
- Digital Education Services
- Diversity Council Australia
- Docker, Inc.
- Domainname.gov.au
- Economic Development Australia Limited
- EHS Data Limited
- Encodian Solutions Ltd
- Encyclopedia Brittanica
- Enhansoft
- Environ data Weather Station Specialists
- Environmental health Australia (NSW) INC
- ESRI Australia
- Euclideon
- eWater Innovations
- FloodPlain Management Australia
- Forward Learning
- Friend of the Libraries
- Frontier Software
- Gartner
- GeoData Australia Pty Limited
- Glass's Information Services
- GoDaddy
- Google Play Store
- Grant Ready Pty Ltd
- GW3 (Greater Whitsunday Alliance Ltd)
- Happy Talk Media Pty Ltd
- Harbour Software
- Housing Industry Association Ltd
- IAP2
- Ibis Information Systems
- Infor Global Solutions
- Infor PS User Forum Inc
- Innovyze
- Insight Technology Solutions, Insight Enterprise Australia
- Institute of Public Works Engineering
- International Council Local Environmental
- InvarionRapid Plan Pty Ltd
- INX Software Pty Ltd
- IPWEA National
- Jam Software
- JetBrains
- Joann (Creative bug)
- Kaon Security
- Kaon Security
- KnowBe4
- LAWMAC North Queensland (Local Authority Waste Management Action Committee)
- Lex Australia Ltd
- LG Assist ANZ
- Library Ideas
- LightLab International

- Live Performance Australia
- LivePro Australia
- Local Government Association of QLD
- Local Government Managers Australia QLD
- Locus Global
- Logicalis Australia Pty Ltd
- Ltech Australia
- Mackay & Whitsunday Locksmith
- Mackay Communications
- Mackay IT Network
- Mandalay Technologies
- Master Electricians Australia
- Master Plumbers Association of QLD
- Melbourne IT
- Message4U Pty Ltd
- MicroWay Pty Ltd
- Mincad Systems Pty Ltd
- Monkey3Media
- Mosquito and Arbovirus Research
- Muhimbi
- MyCommerce
- Nata-National Ass. Of Test Authorities
- National Library of Australia
- Natspec
- Navigo
- Nintex
- Nixon Communications
- Nixon Controls Pty Ltd
- North QLD Sports Foundation
- Nursery & Garden Industry Queensland
- Octief Pty Ltd
- Octief Pty Ltd
- Onemusic Australia
- OO-Soft
- Our Community Pty Ltd
- Outpost Central Pty Ltd
- Parks & Leisure Australia
- Patch My PC
- Paul Hirning
- Peak Services
- Performing Art Connections Aust (PAC)
- Phonographic Performance Company of Aust
- Pitt & Sherry
- Planning Institute of Australia
- Pluralsight
- Promapp / Nintex Pty Ltd
- ProQuest
- Pukunui Technology
- Queensland Master Builders
- Queensland Tourism Industry Council
- RACQ

- Radio Frequency Barcode Systems Pty Ltd
- REMPLAN
- Resource Industry Network
- SAI Global Australia Pty Ltd
- Sanzap Pty Ltd
- Scandit
- Schneider Electric
- SeatAdvisor Australia
- Securepay
- Seek Limited
- Sensei Project Solutions
- Shopify
- Skillsoft Asia Pacific Pty Ltd
- SMEC Australia
- Social Coil PTY LTD (UWORKING JXT)
- Sponsorship News Pty Ltd Prickly Pair Media Pty Ltd
- Springshare LLC
- SQL Tools
- Stage Queensland Incorporated
- Standards Australia
- SuperChoice Services Pty Ltd
- Surebridge
- TeamViewer
- Technology One Limited
- Telstra Corporation Ltd Transferring to Telstra Limited (1/01/23)
- The Institute of Plumbing Inspectors QLD
- Thermo Fisher
- Timeless Technologies Pty Ltd
- Toastmasters International
- Towers Business Operating Trust (Amplitel)
- Transoft Solutions (Aust) Pty Ltd
- Transparent Language Inc.
- UDIA (QLD)
- Ultimate Positioning Group
- Ungerboeck Systems International Pty Ltd
- Uniqco International Pty Ltd
- Venue Management Association
- Vernon Systems
- Waste Management Assoc of Australia
- Water Industry Operators Association
- Water Services Assov of Australia
- Whitsunday ROC Limited
- Worley Parsons Services Pty Ltd
- WS_FTP ipswitch
- Zoho Corporation
- Zoo Business Media

FURTHER THAT the nominated list of current specialist ICT suppliers is reviewed and resolved annually by Council.

Moved Cr Mann

Seconded Cr Hassan

CARRIED UNANIMOUSLY

11.6.6. BUDGET REVIEW - DECEMBER 2022/23

Author	Manager Financial Services (Justin Rule)
Responsible Officer	Acting Director Organisational Services (Anthony Bigby)
File Reference	Budget Review
Attachments	 Statement of Income and Expenses - DBR 2022 [11.6.6.1 - 1 page] Statement of Financial Position - DBR 2022 [11.6.6.2 - 1 page] Statement of Changes in Equity - DBR 2022 [11.6.6.3 - 1 page] Statement of Cashflow - DBR 2022 [11.6.6.4 - 1 page] Key Financial Sustainability Metrics - DBR 2022 [11.6.6.5 - 1 page] Capital Summary - DBR 2022 [11.6.6.6 - 1 page] Project Movement List - DBR 2022 [11.6.6.7 - 1 page]

Purpose

To present the 2022/2023 second quarter Budget Review.

Related Parties

Nil

Corporate Plan Linkage

Financial Strength

Ethical Decision-Making and Good Governance - We are committed to keeping our community informed about our activities and performance and employing robust governance policies and procedures to ensure legislative compliance and organisational integrity.

Background/Discussion

In accordance with section 170(3) of the *Local Government Regulation 2012*, Council may by resolution, amend the budget for a financial year at any time before the end of the financial year.

Following completion of the second quarter of the financial year, it is timely to review the budget, for any known variations at this time, to better reflect the forecasted closing position for the 2022/23 financial year.

The revised budget proposed for adoption with this report is summarised as follows:

Operational

<u>Revenue</u>

Category	Description	Amount	Comments							
Net rates and utility charges	Rate, levies and charges	(\$210,380)	Additional supplementary valuations not originally budgeted for (less disputed amount).							
Net rates and utility charges	Discount	\$21,038	Additional supplementary valuations not originally budgeted for (less disputed amount) which results in additional discounts.							
Fees and charges	Application Fees	(\$167,000)	Additional income expected for Development Applications due to increased number of applications lodged.							

Total operating reve	nue adjustments	(\$2,771,071)	
Operational Income in Capital Projects	Various	(\$102,915)	Net operational movement across multiple capital projects.
Other recurrent income	Commission earned	(\$37,879)	Income received for the Food & Wine Day that was not budget for.
Other recurrent income	Other recurrent revenue	(\$82,514)	Expected additional income expected for future shows at MECC, which is offset by the cessation of the NQ Port Maintenance agreement resulting in a reduction of budgeted income.
Other recurrent income	Inventory Sales	(\$144,156)	Expected increased sales in Inventory as a direct result of increased visitors to the Sugar Shed.
donations Interest Received	Interest Received on Investments	(\$1,870,000)	Increase in anticipated income from investments.
Recurrent grants, subsidies, contributions, and	Donations	\$10,636	Reduction in donations compared to budget for the completed Festival of Arts Event.
Recurrent grants, subsidies, contributions, and donations	Non-Government Grants and Subsidies	(\$7,247)	Successful application for Declared Plants grant \$20K, offset by unsuccessful application of Festival of Arts grant \$12K.
Recurrent grants, subsidies, contributions and donations	Contributions	(\$150,000)	Additional contributions collected as a result of DA Audits being undertaken.
Recurrent grants, subsidies, contributions and donations	Government Grants and Subsidies	(\$185,054)	Increased income for Apprentices and Trainees due to the changes in revenue recognition \$108K. New funding for the Sarina Neighbourhood Centre and Sarina Neighbourhood Centre Emergency \$80K.
Fees and charges	Venues, events and cultural fees	\$241,330	Budgeted removed. No shows scheduled this financial year.
Fees and charges	Fines and Penalties	\$50,000	Reduction in income due to offline period while new parking enforcement technology was installed.
Fees and charges	Other fees and charges	(\$136,930)	Additional income expected for the following business units: Sugar Shed \$80K due to increase in ticket sales, Development Applications \$24K as a result of increased number of applications, Development Engineering \$20K due to increased survey plans lodged and Development Compliance Governance \$10K.

Overall total revenue is forecasted to favourably increase by \$2.77M, with various adjustments to rates and utility charges, fees & charges, grants & subsidies, interest received, and other recurrent income.

It should be noted that adjustments to rates and utility charges, grants & subsidies and some fees and charges for events has a corresponding increase or decrease in expenses.

Expenses

Category	Description	Amount	Comments
Employee Benefits	Wages and salaries	(\$2,263,944)	Reduction due to staff vacancies across the whole of Council and the difficulty of recruitment in the current climate.
Materials and services	Consultants and services	\$1,157,775	Made up from the following: \$275K to support additional Elev8 training requirements, \$98k to conduct the Middle Creek Dam Risk Assessment, \$80K Mountain Bike Strategy, \$80K to complete the Australian Liveability Census (partially offset by wages savings), \$80K for External Recruitment due to the higher use of external advertising due to difficulties in recruitment, \$77K required for additional leachate transportation, \$75K Festival of Arts Event expenditure greater than budgeted (event tidy up), and various other smaller adjustments.
Materials and services	Contractors	\$757,480	\$220K required to engage contractors for mowing services due to staff vacancies, \$200K Sealed Road Maintenance for unbudgeted items including mowing and spraying, \$100K to begin works on Footpath Defects identified with Shepherd Camera Survey, \$81K for minor emergent works as identified through the financial year from TDIP and Councillor commitments, \$65K for the People and Culture team who have engaged external labour to cover vacancies, and other minor adjustments.
Materials and services	Repairs and Maintenance	\$468,589	Additional budgets requested for the following repairs and maintenance: \$100K for ongoing reactive maintenance at the Aquatic Centre, \$85K additional required for Sealed Roads heavy patching program, \$80K at the Dome Building for reactive maintenance required, \$76k at Bakers Creek due to failed screen repairs, and \$60K for lighting and maintenance works at the MECC building.

Materials and	Community	\$224,943	\$250K additional ticket income to be
services	Community entertainment and facilities	\$ 224,943	\$250K additional ticket income to be distributed to clients, slightly offset but the Festival of Arts Event expenditure less than budgeted.
Materials and services	Public utilities and electricity	\$64,892	Based on updated usage of water purchasing costing provided an additional \$64K will be required to meet current demands.
Materials and services	Other Materials and Services	\$58,294	Sarina Sugar Shed are budgeting an additional \$50K to reflect the additional COGS expense in line with anticipated increase in sales, an additional \$32K is being requested by Community Programs for the Children's Tour to Matsuura trip departing in June 2023. This is offset by Festival of Arts Event expenditure which was less than budgeted.
Materials and services	Advertising and marketing	\$50,680	Additional advertising requirements due to difficulties in recruitment.
Materials and services	Registrations and subscriptions	\$22,925	QWD Membership component not previously budgeted for - 50% Water, 50% Sewer \$18K.
Materials and services	Waste levy refund	\$2,621	Small budget adjustment to meet actuals.
Materials and services	Rates, fees and charges	\$1,087	Festival of Arts Event expenditure greater than budgeted.
Materials and services	Communications and IT	(\$5,916)	Festival of Arts Event expenditure less than budgeted.
Materials and services	Grants, subsidies, contributions and donations	(\$21,500)	\$15K for Invest Mackay Conference Attraction Program transferred to internal expenditure as the service will now be provided internally and \$7K Implementation of the Economic Development Strategy transferred to services expenditure.
Materials and services	Security	(\$38,890)	There are no Stadium Entrepreneurial Shows scheduled for the year, removal of budget \$24K and Festival of Arts Event expenditure less than budgeted \$18K.
Materials and services	Insurance	(\$42,147)	\$28K unbudgeted reimbursement received and a reduction in Workers Compensation Insurance due to vacancies \$22k.
Materials and services	Equipment and hire	(\$45,678)	Festival of Arts Event expenditure less than budgeted (event tidy up) \$67K savings. Additionally, there are no Stadium Entrepreneurial Shows scheduled for the year, removal of budget \$55K.These savings are offset by increased in budget of \$34K at Middle Creek Dam due to changes in regulations requiring increased mowing and slashing, \$20K for Wine & Food Day (event tidy up) and \$20K to meet additional Elev8 requirements.

Depreciation	Depreciation and Amortisation	\$2,056,297	Adjustments to depreciation and amortisation based on expected movements throughout the financial year.
Operational Expenses in Capital Projects	Various	(\$87,329)	Net operational movement across multiple capital projects.
Total operating expe adjustments	enditure	\$2,360,179	

Operating expenditure is forecasted to increase overall by \$2.36M. The majority of the expenditure is associated with increases in contractors and utilities which is offset by decreased employee benefits costs due to staff vacancies.

	Original Budget \$'000	Current Amended Budget \$'000	December Budget Review Adjustment \$'000	Amended Budget \$'000
Operating Revenue	(278,056)	(278,614)	(2,771)	(281,385)
Operating Expense	277,327	278,045	2,360	280,405
Operating (Surplus)/Deficit	(729)	(569)	(411)	(980)

As a result of the above movements in revenue and expenses, MRC's forecasted operating surplus will increase to \$980K (a surplus increase from the September Budget Review by \$411K).

Capital Projects

• See detailed project listing attached

Project	Capital Expenditure Amount	Operational Expenditure Amount	Capital Income Amount	Operational Income Amount
New Project Adjustments	\$282,253	\$0	\$0	\$0
Existing Project Adjustments	\$15,691,888	\$29,169	(\$2,369,631)	(\$102,915)
Existing Project Savings/Cancel	(\$1,232,549)	(\$4,998)	\$5,000	\$0
Existing Projects Deferred	(\$10,645,506)	(\$111,500)	\$1,786,351	\$0
TOTAL	\$4,096,087	(\$87,329)	(\$578,280)	(\$102,915)

Capital projects expenditure is forecast to increase overall by \$4M. This is made up of savings and deferrals of \$12M offset by additional capital project expenditure \$16M. It should be noted that \$10.8M of expenditure is being deferred to next financial year in line with expected delivery timeframes.

Overall capital revenue is increasing by \$681k, this is as a result of net grant income adjustments from existing and deferral projects and proceeds from the disposal of assets.

	Original Budget \$'000	Current Amended Budget \$'000	Dec Budget Review Adjustment \$'000	Amended Budget \$'000
Capital project budget	\$106,766	\$113,854	\$4,009	\$117,863
- Capital Expenditure	\$104,649	\$110,636	\$4,096	\$114,732
- Operational Expenditure	\$2,117	\$3,218	(\$87)	\$3,131
Capital Funding budget	(\$23,261)	(\$22,807)	(\$329)	(\$23,136)
- Capital funding	(\$22,912)	(\$22,411)	(\$226)	(\$22,637)
- Operational funding	(\$349)	(\$396)	(\$103)	(\$499)

In summary, known changes to the program of works have been identified and adjusted as detailed above.

Ongoing review of the capital program will continue throughout the year and changes identified will be reported to Council for approval.

Consultation and Communication

The requirements of the capital program are constantly monitored during the financial year, including detailed monthly reporting to Management and Councillors.

Identified changes which require budget amendments will be reviewed by the Executive Leadership Team and presented regularly to Council for approval.

Resource Implications

The revised capital project expenditure program for 2022/23 has increased overall by \$4M to \$117.9M.

The operating surplus has increased to \$980K. This will continue to be monitored during the year and adjusted if required in future budget reviews.

Risk Management Implications

The budget needs to reflect expected costs of delivery, therefore changes to budgets associated with changes in delivery timing and changes in costs need to be addressed as soon as possible.

This budget review brings to account known variations to the original budget adopted on 22 June 2022 and adjustments throughout the year.

Conclusion

The December 2022 budget review amendments will be included in the current approved budget and become the current amended budget.

The amended budget will be reflected in the February monthly Strategic Financial Report.

The Long-Term Financial Forecast has been updated based on the changes identified in this report and the effect on future forecasts.

Council's current forecasted operating surplus is \$980K for the 2022/23 financial year. Costs and revenue will continue to be monitored.

Capital expenditure delivery is progressing and will continue to be monitored. Known adjustments have been made to the budget to reflect any changes to estimates, current construction market and delivery timing. Capital delivery remains a focus of Council.

Officer's Recommendation

THAT the changes identified in the December Budget Review be adopted and become the approved amended budget.

Council Resolution ORD-2023-024

THAT the changes identified in the December Budget Review be adopted and become the approved amended budget.

Moved Cr May

Seconded Cr Hassan

CARRIED UNANIMOUSLY

MACKAY REGIONAL COUNCIL STATEMENT OF INCOME AND EXPENSES For the year ending 30 June 2023 (including long term forecast until 2031/32)

	Budget					Forward Estima	te			
	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000
Operating revenue										
Rates and charges	254,491	262,144	269,497	276,671	284,483	291,452	,	305,912	, -	- ,
Discounts	(19,190)	(19,787)	(20,332)	(20,891)	(21,413)	(21,948)		· · · /	(23,636)	
Remissions	(2,428)	(2,500)	(2,569)	(2,640)	(2,706)	(2,773)			(2,987)	
Net Rates and charges	232,873	239,857	246,596	253,140	260,364	266,731	273,255	- ,	, .	293,804
Fees and charges	19,570	20,142	20,706	21,244	21,775	22,320	22,878			
Rental income	1,456	1,479	1,520	1,560	1,599	1,639			1,765	
Sales - contracts and recoverable works	8,069	8,186	8,415	8,634	8,850	9,071	9,298	9,531	9,769	10,013
Grants and subsidies	10,426	7,946	8,179	8,402	8,621	8,846	9,077	9,313	9,555	9,804
Interest earned	4,267	3,929	5,891	4,283	4,017	4,012	4,102	4,193	4,252	4,440
Other operating revenue	4,724	4,595	4,724	4,847	4,968	5,092	5,220	5,350	5,484	5,621
Total operating revenue	\$ 281,385	\$ 286,134	\$ 296,031	\$ 302,110	\$ 310,194	\$ 317,711	\$ 325,510	\$ 333,498	\$ 341,648	\$ 350.128
	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,								,	
Operating expenses										
Employee costs	91,776	97,157	99,823	102,805	105,876	109,039				
Materials and services	102,550	102,237	105,190	108,707	113,214	116,621	- ,	, -	125,741	- / -
Finance costs	4,520	3,318	2,429	2,780	3,277	3,958		4,820	5,330	
Depreciation	81,559	82,015	84,709	85,529	87,030	85,121	86,235	87,441	88,557	90,007
Total operating expenses	280,405	\$ 284,727	\$ 292,151	\$ 299,821	\$ 309,397	\$ 314,739	\$ 323,837	\$ 331,161	\$ 340,434	\$ 349,814
Operating result	\$ 980	\$ 1,407	\$ 3,880	\$ 2,289	\$ 797	\$ 2,972	\$ 1,673	\$ 2,337	\$ 1,214	\$ 314
Capital revenue										
Grants and subsidies	22,637	28,146	22,045	27,300	28,654	28,500	29,434	25,900	27,000	23,000
Contributions from developers	6,500	5,000	4,000	4,000	4,000	4,000				
Donated assets	4.000	4.000	4,000	4,000	4,000	4,000			4.000	
Other capital income	-	-	-	-	-	-	-	-	-	-
-					A A A A A A A A A A					
Total capital revenue	\$ 33,137	\$ 37,146	\$ 30,045	\$ 35,300	\$ 36,654	\$ 36,500	\$ 37,434	\$ 33,900	\$ 35,000	\$ 31,000
Capital expenses										
Loss on disposal or sale of assets	740	863	803	867	937	938	934	823	631	667
Revaluation decrement and loss on impairment	-	-	-	-	-	-	-	-	-	-
Other capital expenses	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Total capital expenses	2,740	\$ 2,863	\$ 2,803	\$ 2,867	\$ 2,937	\$ 2,938	\$ 2,934	\$ 2,823	\$ 2,631	\$ 2,667
Net result	\$ 31,377	\$ 35,690	\$ 31,122	\$ 34,722	\$ 34,514	\$ 36,534	\$ 36,173	\$ 33,414	\$ 33,583	\$ \$ 28,647

MACKAY REGIONAL COUNCIL STATEMENT OF FINANCIAL POSITION For the year ending 30 June 2023 (including long term forecast until 2031/32)

	Budget					 F	orv	ward Estimat	e				
	2022/23 \$000		2023/24 \$000	2024/25 \$000	2025/26 \$000	2026/27 \$000		2027/28 \$000	2028/29 \$000		2029/30 \$000	2030/31 \$000	2031/32 \$000
Current assets													
Cash, cash equivalents and investments	133,5	38	105,019	87,146	73,212	74,103		75,693	76,586		78,585	81,255	83,921
Trade and other receivables	20,4	58	20,819	21,463	22,031	22,649		23,142	23,775		24,360	24,958	25,502
Contract assets	3,5	00	3,500	3,500	3,500	3,500		3,500	3,500		3,500	3,500	3,500
Other assets	3,2	16	3,216	3,216	3,216	3,216		3,216	3,216		3,216	3,216	3,216
Inventories	2,9	38	2,988	2,988	2,988	2,988		2,988	2,988		2,988	2,988	2,988
Non-current assets held for sale		79	79	79	79	79		79	79		79	79	79
Total current assets	\$ 163,7	39 3	\$ 135,621	\$ 118,392	\$ 105,026	\$ 106,535	\$	108,618	\$ 110,144	\$	112,728	\$ 115,996	\$ 119,206
Non-Current Assets													
Investments	5,2	77	5,277	5,277	5,277	5,277		5,277	5,277		5,277	5,277	5,277
Trade and other receivables		-	-	-	-	-		-	-		-	-	-
Property, plant and equipment	3,704,24	18	3,753,255	3,802,995	3,853,744	3,897,683		3,935,661	3,971,965		4,007,207	4,050,322	4,084,328
Intangible assets	3,5	51	3,187	2,832	2,437	2,041		1,646	1,261		886	510	135
Right of use assets	1,2		1,169	1,103	1,036	969		903	836		769	703	636
Total non-current assets	\$ 3,714,3	22 5	\$ 3,762,888	\$ 3,812,207	\$ 3,862,494	\$ 3,905,970	\$	3,943,487	\$ 3,979,339	\$	4,014,139	\$ 4,056,812	\$ 4,090,376
Total assets	\$ 3,878,1	11	\$ 3,898,509	\$ 3,930,599	\$ 3,967,520	\$ 4,012,505	\$	4,052,105	\$ 4,089,483	\$	4,126,867	\$ 4,172,808	\$ 4,209,582
Current liabilities													
Contract liabilities	3,5	00	3,500	3,500	3,500	3,500		3,500	3,500		3,500	3,500	3,500
Lease liabilities	(56	66	66	66	66		66	66		66	66	66
Trade and other payables	10,2	51	10,285	10,607	10,955	11,385		11,694	12,105		12,331	12,704	12,976
Borrowings	14,04	48	11,009	8,095	6,230	7,168		5,836	4,186		4,815	5,761	6,485
Provisions	62,6	52	61,425	56,116	48,502	44,930		37,785	32,919		27,127	20,656	20,536
Other liabilities	19,5	72	19,572	19,572	19,572	19,572		19,572	19,572		19,572	19,572	19,572
Total current liabilities	\$ 110,0	99 9	\$ 105,857	\$ 97,956	\$ 88,825	\$ 86,621	\$	78,453	\$ 72,348	\$	67,411	\$ 62,259	\$ 63,135
Non-current liabilities													
Lease liabilities	1,2	58	1,217	1,176	1,136	1,095		1,055	1,014		973	933	892
Borrowings	38,8		27,839	36,746	48,118	60,953		72,119	79,635		88,822	107,064	114,581
Provisions	14,9		14,968	14,968	14,968	14,849		14,955	14,791		14,550	13,858	13,632
Other liabilities	11,6		11,691	11,691	11,691	11,691		11,691	11,691		11,691	11,691	11,691
Total non-current liabilities	\$ 66,7	65 9	55,715	\$ 64,581	\$ 75,913	\$ 88,588	\$	99,820	\$ 107,131	\$	116,036	\$ 133,546	\$ 140,796
Total liabilities	\$ 176,8	64	\$ 161,572	\$ 162,537	\$ 164,738	\$ 175,209	\$	178,273	\$ 179,479	\$	183,447	\$ 195,805	\$ 203,931
Net community assets	\$ 3,701,2	47	\$ 3,736,937	\$ 3,768,062	\$ 3,802,782	\$ 3,837,296	\$	3,873,832	\$ 3,910,004	\$	3,943,420	\$ 3,977,003	\$ 4,005,651
Community equity													
Retained surplus	2,311,8	33	2,347,524	2,378,646	2,413,367	2,447,881		2,484,415	2,520,588	1	2,554,002	2,587,585	2,616,232
Asset revaluation reserve	1,389,4		1,389,416	1,389,416	1,389,416	1,389,416		1,389,416	1,389,416		1,389,416	1,389,416	1,389,416
Total community assets	\$ 3,701,2	19	\$ 3,736,940	\$ 3,768,062	\$ 3,802,783	\$ 3,837,297	\$	3,873,831	\$ 3,910,004	\$	3,943,418	\$ 3,977,001	\$ 4,005,648

MACKAY REGIONAL COUNCIL STATEMENT OF CHANGES IN EQUITY For the year ending 30 June 2023 (including long term forecast until 2031/32)

	Budget				I	Forward Estimat	te	Forward Estimate									
	2022/23 \$000	2023/24 \$000	2024/25 \$000	2025/26 \$000	2026/27 \$000	2027/28 \$000	2028/29 \$000	2029/30 \$000	2030/31 \$000	2031/32 \$000							
Detained Complex																	
Retained Surplus	0 000 450		0.047.500	0.070.040	0.440.007	0.447.004	0 101 115	0 500 500	0.554.000	0 507 505							
Opening balance	2,280,456	2,311,833	2,347,523	2,378,646	2,413,367	2,447,881	2,484,415	2,520,588	2,554,002	2,587,585							
Adjustment to opening balance	-	-	-	-	-	-	-	-	-	-							
Net result for the period	31,377	35,690	31,122	34,722	34,514	36,534	36,173	33,414	33,583	28,647							
Closing balance	\$ 2,311,833	\$ 2,347,523	\$ 2,378,646	\$ 2,413,367	\$ 2,447,881	\$ 2,484,415	\$ 2,520,588	\$ 2,554,002	\$ 2,587,585	\$ 2,616,232							
Asset Revaluation Reserve																	
Opening balance	1,389,416	1,389,416	1,389,416	1,389,416	1,389,416	1,389,416	1,389,416	1,389,416	1,389,416	1,389,416							
Adjustment to opening balance	-	-	-	-	-	-	-	-	-	-							
Asset revaluation adjustments	-	-	-	-	-	-	-	-	-	-							
Closing balance	\$ 1,389,416	\$ 1,389,416	\$ 1,389,416	\$ 1,389,416	\$ 1,389,416	\$ 1,389,416	\$ 1,389,416	\$ 1,389,416	\$ 1,389,416	\$ 1,389,416							
Total																	
Opening balance	3,669,872	3,701,249	3,736,939	3,768,062	3,802,783	3,837,297	3,873,831	3,910,004	3,943,418	3,977,001							
Adjustment to opening balance	-	-	-	-	-	-	-	-	-	-							
Net result for the period	31,377	35,690	31,122	34,722	34,514	36,534	36,173	33,414	33,583	28,647							
Asset revaluation adjustments	-	-	-	-	-	-	-	-	-	-							
TOTAL COMMUNITY EQUITY	\$ 3,701,249	\$ 3,736,939	\$ 3,768,062	\$ 3,802,783	\$ 3,837,297	\$ 3,873,831	\$ 3,910,004	\$ 3,943,418	\$ 3,977,001	\$ 4,005,648							

MACKAY REGIONAL COUNCIL STATEMENT OF CASH FLOW For the year ending 30 June 2023 (including long term forecast until 2031/32)

		Budget								I	For	ward Estimate	e							
		2022/23		2023/24		2024/25		2025/26		2026/27		2027/28		2028/29		2029/30		2030/31		2031/32
		\$000	-	\$000		\$000		\$000	-	\$000	-	\$000		\$000		\$000		\$000		\$000
On the firmum formation and the data of																				
Cash flows from operating activities:		270.003		273.756		004 007		288.873		296.955		204 275		311.716		319.425		327.261		225 257
Receipts from customers				-,		281,337		/				304,375		- , -				- , -		335,357
Payments to suppliers and employees	•	(212,263)	<u>^</u>	(201,156)	•	(210,575)	^	(219,365)	^	(222,953)	_	(233,006)	*	(238,412)	<u>^</u>	(245,356)	*	(254,000)	^	(254,237)
	\$	57,740	\$	72,600	\$	70,762	\$	69,508	\$	74,002	\$	71,369	\$	73,304	\$	74,069	\$	73,261	\$	81,120
Interest received		4.267		3,929		5.891		4.283		4.017		4.012		4.102		4.193		4,252		4.440
Non capital grants and contributions		10,303		8,100		8,161		8.385		8,605		8.831		9.058		9,296		9,537		9,787
Borrowing Costs		(3,641)		(2,761)		(1,856)		(2,192)		(2,675)		(3,341)		(3,808)		(4,171)		(4,665)		(5,644)
Donowing Costs		(0,041)		(2,701)		(1,000)		(2,132)		(2,013)		(0,041)		(0,000)		(4,171)		(4,000)		(3,044)
Net cash inflow (outflow) from operating activities	\$	68,669	\$	81,868	\$	82,958	\$	79,984	\$	83,949	\$	80,871	\$	82,656	\$	83,387	\$	82,385	\$	89,703
Cash flow from investing activities:																				
Payments for property, plant and equipment		(113,943)		(129,535)		(132,646)		(133,944)		(129,648)		(121,012)		(120,698)		(121,082)		(130,428)		(122,038)
Payments for intangible assets		(12)		-		-		-		-		-		-		-		-		-
Net movement in loans and advances		1,676		-		-		-		-		-		-		-		-		-
Proceeds from sale of property plant and equipment		1,609		2,091		1,817		1,260		2,205		1,437		1,676		2,019		2,566		1,801
Grants, subsidies, contributions and donations		21,643		33,146		26,045		31,300		32,654		32,500		33,434		29,900		31,000		27,000
Other investing activities		(2,000)		(2,000)		(2,000)		(2,000)		(2,000)		(2,000)		(2,000)		(2,000)		(2,000)		(2,000)
Net cash inflow (outflow) from investing activities	\$	(91,027)	\$	(96,298)	\$	(106,784)	\$	(103,384)	\$	(96,789)	\$	(89,075)	\$	(87,588)	\$	(91,163)	\$	(98,862)	\$	(95,237)
······································	+	(* :,*=: /		(**,=**)	Ŧ	(100,101)	-	(100,001)	Ť	(;)	Ŧ	(,)	Ŧ	(,)	Ŧ	(01,100)	Ŧ	(**,**=)	*	(,)
Cash flow from financing activities:																				
Proceeds from borrowings		-		-		17,000		17,600		20,000		17,000		11,700		14,000		24,000		14,000
Repayment of borrowings		(13,167)		(14,048)		(11,006)		(8,093)		(6,228)		(7,165)		(5,834)		(4,184)		(4,812)		(5,759)
Principal lease repayments		(41)		(41)		(41)		(41)		(41)		(41)		(41)		(41)		(41)		(41)
Net cash inflow (outflow) from financing activities	\$	(13,208)	\$	(14,089)	\$	5,953	\$	9,466	\$	13,731	\$	9,794	\$	5,825	\$	9,775	\$	19,147	\$	8,200
Net increase (decrease) in cash held	\$	(35,566)	\$	(28,519)	\$	(17,873)	\$	(13,934)	\$	891	\$	1,590	\$	893	\$	1,999	\$	2,670	\$	2,666
	Ľ	(11)		(), -)		· /· ·/		(<i>a</i> ,			Ľ	,				,		,		,
Cash at beginning of reporting period		169,104		133,538		105,019		87,146		73,212		74,103		75,693		76,586		78,585		81,255
Cash at end of reporting period	\$	133,538	\$	105,019	\$	87,146	\$	73,212	\$	74,103	\$	75,693	\$	76,586	\$	78,585	\$	81,255	\$	83,921

MACKAY REGIONAL COUNCIL KEY FINANCIAL SUSTAINABILITY METRICS For the year ending 30 June 2023 (including long term forecast until 2031/32)

		Budget	Forward Estimate										
	Target	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32		
Operating surplus ratio Operating result (excluding capital items) as a percentage of operating revenue	0% - 10%	0.3%	0.5%	1.3%	0.8%	0.3%	0.9%	0.5%	0.7%	0.4%	0.1%		
Current ratio Current assets / current liabilities	Between 1 and 4	1.5	1.3	1.2	1.2	1.2	1.4	1.5	1.7	1.9	1.9		
Interest coverage ratio Net interest expense / operating revenue	0% - 5%	0.1%	-0.2%	-1.2%	-0.5%	-0.2%	0.0%	0.1%	0.2%	0.3%	0.5%		
Net financial liabilities ratio (Total liabilities - current assets) / total operating revenue (excluding capital items)	< 60%	4.6%	9.1%	14.9%	19.8%	22.1%	21.9%	21.3%	21.2%	23.4%	24.2%		
Asset sustainability ratio Capital expenditure on renewals / depreciation expense	> 90%	78.1%	92.6%	87.5%	79.5%	90.9%	91.3%	86.1%	84.5%	85.5%	74.4%		
Capital expenditure ratio Capital expenditure / depreciation	> 1.1 times	1.5	1.6	1.6	1.6	1.5	1.5	1.4	1.4	1.5	1.4		

MACKAY REGIONAL COUNCIL CAPITAL WORKS PROGRAM For the year ending 30 June 2023 (including long term forecast until 2031/32)

	Budget				For	ward Estimate				
	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000
Buildings and Facilities	7,570	21,589	28,428	24,772	8,560	7,062	6,902	5,898	5,930	5,470
Renewal	2,618	12,131	7,594	4,756	5,408	3,687	3,827	3,823	3,855	3,470
Upgrade	309	5,212	535	216	152	75	75	75	75	-
New	4,643	4,247	20,299	19,800	3,000	3,300	3,000	2,000	2,000	2,000
Parks, Gardens, Coastal & Foreshores, Waste	16,226	23,566	19,032	11,262	6,841	14,324	11,052	4,365	2,886	3,257
Renewal	4,665	3,646	3,934	4,596	3,229	11,525	9,171	2,990	2,662	2,062
Upgrade	6,953	1,803	3,379	771	1,019	1,813	157	4	171	134
New	4,608	18,118	11,718	5,895	2,593	985	1,724	1,371	53	1,061
Intangible	12	-	-	-	-	-	-	-	-	-
Renewal	-	-	-	-	-	-	-	-	-	-
Upgrade	-	-	-	-	-	-	-	-	-	-
New	12	-	-	-	-	-	-	-	-	-
Land	200	1,168	-	25	100	3,441	3,441	-	-	-
Renewal	-	-	-	-	-	-	-	-	-	-
Upgrade	-	-	-	-	-	-	-	-	-	-
New	200	1,168	-	25	100	3,441	3,441	-	-	-
Plant & Equipment	12,974	8,490	7,470	6,769	9,050	11,071	7,316	9,188	10,271	10,381
Renewal	11,111	8,145	7,222	6,631	8,877	11,033	7,278	9,150	10,234	10,381
Upgrade	498	31	19	19	154	19	19	19	19	-
New	1,365	314	229	119	19	19	19	19	19	-
Roads, Drainage & Network	50,189	52,113	48,482	59,794	53,633	57,594	54,765	61,184	68,929	57,967
Renewal	26,602	31,191	34,377	31,474	31,551	27,176	30,389	32,832	33,093	29,733
Upgrade	13,097	9,097	9,135	15,662	12,415	11,078	12,141	13,776	19,710	16,024
New	10,490	11,825	4,970	12,658	9,666	19,341	12,235	14,576	16,126	12,209
Sewerage	11,352	8,197	10,745	11,005	19,445	11,526	9,518	10,777	17,882	33,388
Renewal	7,462	7,169	7,389	8,100	9,033	8,395	7,558	8,554	11,569	10,549
Upgrade	2,269	604	2,376	1,818	6,495	2,890	1,035	1,660	4,958	6,891
New	1,620	425	980	1,088	3,918	241	925	563	1,355	15,948
Water	15,433	14,412	18,490	20,317	32,020	15,995	27,705	29,670	24,530	11,575
Renewal	10,890	13,362	13,208	12,070	20,635	15,495	15,948	16,570	14,610	11,275
Upgrade	1,699	696	2,863	3,265	4,100	175	5,561	2,450	1,525	75
New	2,844	355	2,420	4,983	7,285	325	6,196	10,650	8,395	225
Quarry and Landfill Remediaiton	776	1,227	5,309	7,614	3,691	7,038	5,030	6,032	7,163	346
Renewal	711	1,227	5,309	7,614	3,691	7,038	5,030	6,032	7,163	346
Upgrade	65	-	-	-	-	-	-	-	-	-
New	-	-	-	-	-	-	-	-	-	-
	-									
	\$ 114,732	\$ 130,762 \$	5 137,955 \$	141,557 \$	133,340 \$	128,051	125,729	5 127,115 \$	\$ 137,591 \$	122,384

ORDINARY MEETING - 25 JANUARY 2023

Project Movement List (CAPEX, OPEX)

324	Project Description	Budget Adjustments	Project No.	Project Description	Existing Projects Budget Adjustments Project No	. Project Description	Deferred Projects Budget Adjustments Project No.	Project Description	Saving Cancella
	Germanotta - Remediation	189,257		W4Q4 Seaforth Esplanade - Masterplan implementation	2,300,000 53978	Mackay Bus Station – Bus Set down	- 1,058,351 51538	Milton St / Archibald St Intersection Upgrade	- 15
415	Pleystowe Connection Rd, John Cook Bridge Rehab, BRDG12290		10390	Plant & Equipment - Replacement Program	2,015,600 54451	Oak St, Andergrove - drainage restoration works	- 986,753 90286	Tenancy 13 & 14 Dome Roof Water Damage	- 8
325	Robke - Remediation		54465	Pioneer River levee construction - Rivers Edge to Heaths Rd	1,404,897 92115	Riverside - 8 River St Improvements	- 935,216 57320	Nebia-Coningsby Rd - Rehabiliation - Chn 0-1573	- 6
156	Paget Depot - CR7 VX 500 Compressor Install		10506	Mountain Biking	1,200,000 51729	Pioneer St Rehabilitation - Holts to Railway	- 728,000 70238	Keelan St SRM - Renewal	- 1
155	Sarina Depot-PA Gate Relocation		90368	Northern Beaches Community Hub - Civil Works	840,000 57283	South Mackay Levee	- 350,000 90130	Libraries - Refurbishment and Upgrade	-
	Paget Transfer Station - 6m Boom Gate		62099	Kelsey Creek Water Treatment Facility	683,000 62051	Shakespeare St WM Sydney to Brisbane St & Caryle to Prospect	- 350,000 62048	Sydney St WMR - River St to Shakespeare St	-
384	MECC - Stove Replacement	5,118	51685	Griffins Rd CUL363400 Culvert Rehabilitation	400,000 51802	Carranya Road Habana, Culvert Replacement	- 206,000 63427	Alfred St Mackay WMR	
			74035	MSWRF - Asset Renewal Expenditure Program FY 22/23	380,000 51685	Griffins Rd CUL363400 Culvert Rehabilitation	- 200,000 90592	Blue Water Lagoon - Roof Renewal	-
		282,253		LRCIF3 Webberley St shared Path Paradise to Nebo Rd	298,654 51696	Water Sensitive urban Designs Renewals	- 200,000 90583	MECC - North Foyer lighting renewal	-
				Kay Court, Mt. Pleasant WM Upgrade	270,000 62073	Palmer St (Evans Ave to Harbour Rd) WMR, North Mackay	- 200,000 90647	RRF Master Planning & Conceptual Design	-
	# of Projects	7		Marwood Sunnyside Shoulder Widening Stage 1	250,000 63406	Evans Ave North Mackay Water Main Renewal, Canberra St to Ha	- 200,000	Various Projects less than \$40,000 - 65 projects	-
				Endpoint Device FY22/23	240,830 51694	Devereux Creek Road Bridge, Guardrail Renewal	- 195,207		
				Investigator St, Andergrove - Drainage	210,000 51736	Bus Shelter Sugarshed Rd Asset ID 10989	- 193,483		- 1,
			60413	Griffin St, Mackay WMR	200,000 53258	Oak St Andergrove Pavement Restoration SWD Rehab	- 154,437		
				Mirani Liquid Stream Upgrade	200,000 22234	Sarina Youth Centre Expansion	- 150,000	# of Projects	
			74042	SPS - Telemetry Regional Upgrades FY 22/23	177,191 63404	Sarina WN - Alligator Creek Bridge Crossing WM	- 150,000		
			60352	Water Valves & Hydrants	157,016 74045	CSPS New Pump PSMA14	- 150,000		
			51716	Heaths Rd footpath Windmill Crossing Reflection St Mt Pleasa	155,071 70243	Hamilton St SRM - Renewal	- 145,000		
			51709	Yakapari Seaforth Stage 2&3 Culverts for Creek Crossings exc	145,000 57230	Clive Rogers Bridge REHAB Ch8790-BRDG12327	- 136,000		
			51778	Goldsmith Evan St Roundabout Safety Improvents	140,273 51683	Midge Point Rd CUL267226 Culvert Rehabilitation	- 135,690		
			22316	Art Space Facility Upgrade	130,000 62108	WMR Goldsmith St - East Gordon to Shakespeare St	- 135,000		
			51679	Victoria St - 187 Victoria RIGHT , Footpath	124,462 51684	Geeberga Buthurra Rd 31543 Culvert Rehabilitation	- 126,586		
			56072	Reed St, Rural View - Extension to McCready Creek Bridge	120,000 74035	MSWRF - Asset Renewal Expenditure Program FY 22/23	- 120,000		
			51678	Victoria St - CH 269 to 351 RIGHT, Footpath	117,110 51687	Kunapipi Rd CUL267243 Culvert Rehabilitation	- 117,282		
			70248	MSWRF - Asset Renewal Expenditure Program - FY 21/22	112,000 57203	Maplethorp Bridge EMERGENT Ch305-BRDG12288	- 106,168		
				Gordon St - CH677 to 785 LEFT Footpath	111,812 51752	Omega Bridge EMERGENT Ch1375-BRDG12285	- 103,076		
			90581	Koumala Landfill Remediation	100,000 22347	Regional Garden Path Renewals Various Locations FY22/23	- 100,000		
			51711	Glenella Rd Crossing Sth Roundabout with Hill End Rd & Sween	95,605 74040	Rising Main PSMA10 to PSMA14 / New pumps at PSMA14	- 100,000		
			10395	Mirani Council Services/Precinct Project	95,000 51676	Newmans Road (Ash's) Bridge Rehabilitation	- 97,512		
			62084	Mackay CBD Water Network Flow & Pressure Monitoring	87,452 90516	Admin Building Level 2 - Staff Accommodation	- 94,783		
			73038	STP-Regional Annual Upgrades \ Improvements	79,000 53192	Figtree Bridge EMERGENT Ch4360-BRDG12282	- 92,587		
			22013	Mackay Animal Pound New Facility	70,000 53406	Greenmount Homestead, Restoration of Homestead and Outbuildi	- 90,000		
			56251	Sydney St and Alfred St Intersection Upgrade	70,000 70242	Basset St SPS	- 90,000		
			20942	Seaforth Camping Grounds Waste Water Treatment Plant	62,365 57224	MacDonald Ck Bridge REHAB Ch1810-BRDG12343	- 84,000		
			60004	Water Service Replacements Unplanned	62,224 74047	Sew Pump Station Refurbishment \ Renewals FY 23/24	- 83,627		
			60425	WPS-Booster Station Upgrades\Improvements FY 22/23	60,000 57207	Cathay Ck Bridge EMERGENT Ch 970-BRDG12347	- 83,000		
				Grendon Street Landfill Remediation	60,000 92112	Bluewater Quay Improvements Mackay Waterfront	- 80,000		
			10484	Renewable Energy Project	51,733 57199	McGregor Crk Bridge EMERGENT Ch590-BDRG12319	- 77,830		
			60349	Retic - Meter Replacement Program Unplanned	50,000 51674	Kowari Road -Cattle Creek Bridge Rehabilitation	- 76,353		
			62031	WTP Annual Upgrades / Improvements	50,000 62053	Shoal Point Reservoir Upgrade	- 75,000		
			62040	Minor Emergent Works (Water) - Header	50,000 62055	Nebo Road WTP - High Lift Pump Station Renewal	- 75,000		
			90571	Leachate Evaporation Plant	50,000 90720	Carparks & Roadways FY 22/23	- 70,000		
			90573	Closed Landfill, Rehabilitation Project	50,000 57232	Crediton Ck Bridge REHAB Ch3610-BRDG12348	- 63,000		
			29107	LRCIF3 Griffin St Park, Play Equip & Furniture Renewal	49,852 57202	Balberra Bridge EMERGENT Ch2365-BRDG12266	- 61,817		
				Raw Water Bores - Renewal Prog, Regional FY22/23	43,220 57201	Alligator Ck Bridge EMERGENT Ch1980-BRDG12334	- 61,786		
				Broad St Park Amenities - Scheduled Works FY 22/23	40,866 90721	Footpaths - Header community Facilities FY 22/23	- 60,000		
				Finch Hatton Disinfection Facility-Upgrade to Chlorine Gas	40,035 57209	Pup Creek Bridge EMERGENT Ch 450-BRDG12330	- 57,549		
				Mirani Transfer WPS, Incl New Shed Construction	40,000 57210	Bustard Creek Bridge EMERGENT Ch2090-BRDG12311	- 54,137		
			62067	Raw Water Bores - Renewal Prog, Regional FY21/22	40,000 57206	Clive Rogers Bridge EMERGENT Ch8790-BRDG12327	- 52,957		
			63201	Water Service Replacements Planned	40,000 57235	Walsh Avenue Seaforth CUL362015	- 52,658		
				Various Projects less than \$40,000 - 147 projects	1,900,790 57208	Crediton Ck Bridge EMERGENT Ch3610-BRDG12348	- 52,329		
					51671	Cattle Creek (Higham) Bridge Rehabilitation	- 51,872		
					15,721,057 60407	Commercial - Meter Replacement Planned FY 22/23	- 50,000		
					60408	Retic - Meter Replacement Planned FY 22/23	- 50,000		
				# of Projects	197 62054	Nebo Road WTP - Bore Water Relift Renewal	- 50,000		
					53193	Greens Bridge EMERGENT Ch5880-BRDG12281	- 48,874		
					51637	Walker-Finn Rd Bridge, Pinnacle, Bridge Rehabilitation	- 47,259		
					57197	Barron Creek Bridge EMERGENT Ch14755-BRDG12277	- 46.911		
					40311	Eton Pit (Old) - Remediation	- 45.000		
					57204	Zamia Ck Bridge EMERGENT Ch675-BRDG12227	- 42,695		
					57215	Cathay Creek Rd Brdg - Broken River REHAB	- 42,000		
					53195	Pigtree Bridge EMERGENT Ch5465-BRDG12283	- 40,729		
					64020	WATER - Mackay WN & SN - SCADA Telemetry Radio Upgrade	- 40,725		
					34020	Various Projects less than \$40,000 - 98 projects	- 783,491		
					L	Transas regions lass mail 440,000 - 30 projects			
							- 10,757,006		
						# of Projects			

12. RECEIPT OF PETITIONS

Nil

13. TENDERS 13.1. MRC 2023-027 54465 PIONEER RIVER LEVEE - VALETTA GARDENS TO KAY COURT

Author Responsible Officer File Number	Manager Major Projects (Michael Zimmerle) Director Capital Works (Jim Carless) MRC 2023-027 Pioneer River Levee Construction – Valetta Gardens to Kay Court
Attachments	Nil

Purpose

To present to Mackay Regional Council (Council) for approval MRC 2023-027 54465 Pioneer River Levee Construction – Valetta Gardens to Kay Court.

Related Parties

- Pentacon Pty Ltd
- Vassallo Constructions Pty Ltd

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

Council issued a Request for Tender (RFT) to provide for MRC 2023-027 54465 Pioneer River Levee Construction – Valetta Gardens to Kay Court, seeking submissions for the construction of reinforced concrete blockwork levee and earth levee together with the associated works such as construction of concrete pipe culverts, other drainage works, rock and gabion bank protection work, pavement works etc. along the bank of Fursden Creek discharging into Pioneer River extending from Valetta Gardens to Kay Court in Mount Pleasant.

The Pioneer River catchment extends from the Connors Range to the west, to the city of Mackay to the east, and is bounded by the Leila Creek and Murray Creek catchments in the north, and Bakers Creek and Isaac River catchments to the south. It includes the major tributaries of Cattle Creek, Teemburra Creek, Blacks Creek, Stockyard Creek, Macgregor Creek, Fursden Creek, Janes Creek and Gooseponds Creek. The total catchment area of the Pioneer River (excluding the Bakers Creek catchment) is approximately 1,560 km².

An earth levee was constructed along the northern bank of the Pioneer River, as part of the Valetta Gardens and Rivers Edge subdivision developments, leaving a 'missing link' of approximately 800m in length, between the subdivision and the Ron Camm Bridge.

This Project is being partly funded by the Federal Government's Preparing Australian Communities - Local Stream Grant.

Tenders were invited on 7 October 2022, via Council's website, and on the Queensland Government's Procurement Transformation QTenders website.

The following submissions were received by the closing time of 10:00am, Tuesday 6 December 2022:

Tenderer	Location
Pentacon Pty Ltd	Mackay, Queensland
Vassallo Constructions Pty Ltd	Mackay, Queensland

An initial compliance check was conducted on 14 December 2022 to identify submissions that were nonconforming with the requirements of the RFT. This included compliance with contractual requirements and provision of requested information.

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

During the evaluation, submissions were assessed against the nominated qualitative criteria. Specific criteria were weighted according to their importance as perceived and agreed by the evaluation panel. Relative weightings were published within the RFT.

The weighting attributed to each qualitative criteria was:

Criterion	Weighting %
Value for Money	40%
Tenderer's Resources and Personnel	15%
Relevant Experience	15%
Demonstrated Understanding	30%

Final prices submitted, excluding GST:

Tenderer	Price (Ex GST)
Vassallo Constructions Pty Ltd	\$6,132,534.62
Pentacon Pty Ltd	\$7,434,933.43

The qualitative criteria assessment was carried out by the evaluation panel on 14 December 2022 with the evaluation panel scoring the tenders according to the evaluation matrix.

Tender Information Requests (TIR) were issued to Vassallo Constructions Pty Ltd, including but not limited to:

- Obtaining further information / clarifications in relation to submitted qualitative criteria;
- Updated project timeline; and
- Negotiate and finalise statement of departures.

The responses were received within the requested timeframe, with the responses being reviewed by the evaluation panel. The final evaluation was completed 22 December 2022.

As per Council's purchasing policy, the evaluation panel applied the local preference price percentage offering the local supplier/s a price advantage. On this occasion the outcome was not altered.

The evaluation panel completed a thorough review of Vassallo Constructions Pty Ltd's submission and additional information obtained and have assessed that Vassallo Constructions Pty Ltd have the expertise to deliver the works as required and provide the best value for money to Council.

Vassallo Constructions Pty Ltd, having managed projects located through the Mackay region have a proven track record to deliver projects budgeted up to \$100 million, while also committing to looking locally first when employing people for these projects.

The evaluation of the tender was conducted by:

Position	Department
Project Manager	Capital Works
Manager Transport and Drainage Infrastructure	ECI
Planning	
Contracts Officer	Procurement and Plant

Consultation and Communication

Consultation was conducted between Major Projects, Transport and Drainage Infrastructure Planning, Contracts and other relevant departments prior to the Request for Tender being released.

Resource Implications

The funding for this work is in the Capital Budget as follows:

Project 54465 – Pioneer River Levee Construction – Valetta Gardens to Kay Court; 2022 – 2023 Capital Budget of \$2,500,000 (including December Budget Review adjustment) and 2023 – 2024 Capital Budget of \$4,315,903

Total Combined Capital Budget of \$6,815,903

Description	Amount	Notes
MRC 2023-027 54465 Pionee	r River Levee Cor	nstruction – Valetta Gardens to Kay Court
Expenditure to Date	\$179,329.01	FY 2022-2023 only
Commitments	\$ 6,787.66	
Contract Price	\$6,132,534.64	Vassallo Constructions Pty Ltd
Project risks	\$613,253.46	Contingency allowed
Council's costs	\$653,936.70	Below the line costs for council includes
		management costs, Q leave and corporate
		overheads
Estimated Cost of Project	\$7,585,841.47	
BUDGET		
Budget for 2022/2023 (inc	\$2,500,000	Original 2022/23 Budget \$1,095,103,
December Budget Review		increased to \$2,500,000 in the December
allowance)		Budget Review
Budget for 2023/2024	\$4,315,903	
Total Budget	\$6,815,903	
BALANCE	- \$769,938.47	Budget over expenditure

Sufficient monies are available matching projected spend for 2022/23, including the allowance within the December Budget Review. Allowance will be made within the March Budget Review for the projected 2023/24 component in Long Term Forecast projections.

Risk Management Implications

Timing Risks

As per the funding agreement with the Federal Government, the construction and delivery of the project is to be completed by 30/06/2024.

This risk is mitigated by ensuring that the date for practical completion of the works as per the contract, is well within the above timeframe. The construction programme presented by the contractor will also be monitored regularly (during fortnightly site meeting etc.) to ensure that the works are completed within the date of practical completion.

Construction Risks

Construction risks for the project include working near existing properties, working in tidal zone and deep vertical earth cuts for concrete footings.

The mitigation of the construction risks will be carried out by:

- Council will be notifying and liaising with the affected residents
- Obtaining condition reports prior to the start of the construction works from the contractor for the affected properties and parklands and providing these condition reports to the affected residents
- Obtaining detailed work methodologies from the contractor for undertaking deep vertical earth cuts and working in tidal zone
- Geotechnical engineer to be engaged by the contractor to assess soil conditions and to approve the extent of deep vertical earth cuts allowable at any given time
- Avoiding works in the tidal zone during high tide
- Obtaining detailed traffic management plans from the contractor to limit the impact of the movement of materials and construction vehicles on the residents

Safety Risks

Measures taken to minimise safety risks are, utilising experienced relevant contractors for the works to ensure compliance with Workplace Health & Safety Legislation. A Safety Management Plan will be provided by the successful contractor and the delivery methodology (Safe Work Method Statement) will have to address any high-risk activity; both these documents will be reviewed by the council. Council will monitor the project to ensure that the risks are mitigated.

Conclusion

That awarding the contract to Vassallo Constructions Pty Ltd represents the most advantageous outcome and demonstrated value for money to Council. Vassallo Constructions Pty Ltd have the experience, capacity and resources to complete the works to the quantity and quality as required.

Officer's Recommendation

THAT Council award contract MRC 2023-027 54465 Pioneer River Levee – Valetta Gardens to Kay Court to Vassallo Constructions Pty Ltd for the re-measurable schedule of rates total of \$6,132,534.62 (excl GST).

Question on Notice - Cr May queried if the budget deficit for this project was captured in the current budget review or if this would appear in the next review.

The Director for Capital Works Jim Carless, advised that he believed it may have already been captured but would confirm.

Council Resolution ORD-2023-025

THAT Council award contract MRC 2023-027 54465 Pioneer River Levee – Valetta Gardens to Kay Court to Vassallo Constructions Pty Ltd for the re-measurable schedule of rates total of \$6,132,534.62 (excl GST).

Moved Cr Englert

Seconded Cr Jones

CARRIED UNANIMOUSLY

14. CONSIDERATION OF NOTIFIED MOTIONS

Nil

15. PUBLIC PARTICIPATION

Ms Rhonda Marriage addressed Council in relation to Westminster Lodge Retirement Village in Andergrove.

Mrs Liz Dreier addressed Council in relation to Westminster Lodge Retirement Village in Andergrove.

Mr Glen Dreier addressed Council in relation to Westminster Lodge Retirement Village in Andergrove.

16. LATE BUSINESS

Nil

17. CONFIDENTIAL REPORTS

The meeting did not close to the public.

17.1. LEGAL SERVICES MONTHLY REPORT

Confidential

Confidential Report to be forwarded separately.

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (e) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter relating to legal advice obtained by Council or legal proceedings involving Council including for example, legal proceedings that may be taken by or against Council.

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (g) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter relating to negotiations relating to a commercial matter involving the Council for which a public discussion would be likely to prejudice the interests of the Council.

This report is **CONFIDENTIAL** in accordance with the Section 254J (3) (h) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss a matter **relating to negotiations relating to the taking of land by the Council under the** *Acquisition of Land Act 1967.*

Council Resolution ORD-2023-026

THAT the Legal Services Monthly Report for November & December 2022 be accepted.

Moved Cr Bonaventura

Seconded Cr Mann

CARRIED UNANIMOUSLY

17.2. DRAFT MINUTES - INVEST MACKAY EVENTS AND CONFERENCE ATTRACTION PROGRAM ADVISORY COMMITTEE MEETING - 12 DECEMBER 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-2023-027

THAT the draft minutes of the Invest Mackay Events and Conference Attraction Program Advisory Committee meeting dated 12 December 2022 be received.

AND THAT funding as recommended by the Invest Mackay Events and Conference Attraction Program Advisory Committee for Item 4.1 be approved.

AND THAT funding as recommended by the Invest Mackay Events and Conference Attraction Program Advisory Committee for Item 6.1 be approved.

AND THAT funding as recommended by the Invest Mackay Events and Conference Attraction Program Advisory Committee for Item 6.2 be approved.

AND THAT funding as recommended by the Invest Mackay Events and Conference Attraction Program Advisory Committee for Item 10.1 be approved.

Moved Cr May

Seconded Cr Hassan

CARRIED UNANIMOUSLY

17.3. APPROVED SPONSORSHIP UNDER THE INVEST MACKAY EVENTS AND CONFERENCE ATTRACTION PROGRAM - DECEMBER 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-2023-028

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

Moved Cr Green

Seconded Cr Hassan

CARRIED UNANIMOUSLY

17.4. APPROVED CONCESSIONS UNDER FACILITATING DEVELOPMENT IN THE MACKAY REGION POLICY - DECEMBER 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-2023-029

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

Moved Cr May

Seconded Cr Green

CARRIED UNANIMOUSLY

18. MEETING CLOSURE

Meeting closed at 12:19 pm.

19. FOR INFORMATION ONLY 19.1. BUILDING WORKS STATISTICS - DECEMBER 2022

Class	Description	Total December 2022	Total Value of Proposed Works	Average Proposed Floor Area (m2)	Total December 2021	YTD
Class 1A	A single dwelling being a detached house, or one of a group of two or more attached dwellings, each being a building, separated by a fire-resisting wall, including a row house, terrace house, town house or villa unit	38	\$14,754,046	203	29	610
Class 1B	A boarding house, guest house, hostel or the like with a total area of all floors not exceeding 300m2, and where not more than 12 people reside, and is not located above or below another dwelling or another Class of building other than a private garage	0			0	7
Class 2	A building containing 2 or more sole- occupancy units each being a separate dwelling	1	\$2,660,000	834	0	3
Class 3	A residential building, other than a Class 1 or 2 building, which is a common place of long term or transient living for a number of unrelated persons. Example: boarding-house, hostel, backpackers accommodation or residential part of a hotel, motel, school or detention centre				1	7
Class 4	A dwelling in a building that is Class 5, 6, 7, 8 or 9 if it is the only dwelling in the building	0			0	0
Class 5	An office building used for professional or commercial purposes, excluding buildings of Class 6, 7, 8 or 9	1	\$113,687	225	2	19
Class 6	A shop or other building for the sale of goods by retail or the supply of services direct to the public. Example: café, restaurant, kiosk, hairdressers, showroom or service station	3	\$2,883,286	116	4	54
Class 7A	A building which is a car park	0			0	0
Class 7B	A building which is for storage or display of goods or produce for sale by wholesale	2	\$1,732	3,464	1	19
Class 8	A laboratory, or a building in which a handicraft or process for the production, assembling, altering, repairing, packing, finishing, or cleaning of goods or produce is carried on for trade, sale or gain	1	\$5,917,191	5,079	0	15
Class 9A	A health care building, including those parts of the building set aside as a laboratory	0			1	1
Class 9B	An assembly building, including a trade workshop, laboratory or the like, in a primary or secondary school, but	4	\$9,050,010	896	3	19

Totals		122	\$45,314,800	10,904	179	2,141
Sundry	Demolition residential/commercial/industrial, class n/a, class s/s	1	\$9,350	N/A	0	19
Class 10C	A private bushfire shelter	0			5	0
Class 10B	A structure being a fence, mast, antenna, retaining or free standing wall, swimming pool or the like	18	\$7,880,249	8	25	278
Class 10A	A private garage, carport, shed or the like	53	\$2,045,250	79	108	1,089
Class 9C	An aged care building	0			0	1
	excluding any other parts of the building that are of another class					

Description	Total December 2022	Total Value of Proposed Works	Average Proposed Floor Area (m2)	Total December 2021	YTD
New building or structure	88	\$44,740,475	253	117	1,470
Change of building classification	1	\$35,000	0	1	9
Demolition	6	\$5,292,680	N/A	4	86
Repairs, alterations, additions	15	\$2,131,968	84	25	317
Swimming pool and/or pool fence	18	\$1,512,081	N/A	24	253
Relocation or removal	1	\$30,000	125	2	6
Totals	129	\$53,742,203	460	173	2,141



19.2. DEVELOPMENT APPLICATIONS - DECEMBER 2022

Nil

Applications Received

App No.	Code / Impact	Address	Applicant	Description	Officer
DA-2006-497/K	Code	Lot 901 Diesel Drive PAGET	Brown & Hurley Pty Ltd	Change (Minor) - Change to Condition 1 - Reconfiguration of 2 lots to create 59 industrial lots - Industroplex Estate Stages 5-8	Kate Large
DA-2007-467/B	Code	10 Eimeo Road RURAL VIEW	McDonalds Australia Limited	Change Application (Minor) - Generally In Accordance - Food & Drink Outlet	Lachlan Deon
DA-2010-341/D	Code	15/146 Shoal Point Road SHOAL POINT	Acquilla Investments Pty Ltd	Generally in Accordance - Combined Application - Material Change of Use - Dwelling House (19 Houses) and Reconfiguration of a Lot - 1 High Density Residential Lot into 19 Lots	Darryl Bibay
DA-2011-260/E	Code	Lot 501 Beaconsfield Road East ANDERGROVE	Andergrove Lakes Pty Ltd	Extension Application seeking 4 additional years to the Currency Period Material Change of Use - 73 Multiple Dwelling Units comprising of; 8 Detached Dwellings, 45 Multiple Dwelling Units on Lot 501 and 20 Units on 10 Future Duplex Lots	Rachel O'Brien
DA-2013-171/C	Code	Lot 501 Beaconsfield Road East ANDERGROVE	Andergrove Lakes Pty Ltd	Reconfiguration of a Lot - 1 Higher Density Residential Lot into 20 lots (1 Higher Density Residential Lot, 10 duplex lots & 8 house lots & 1Drainage Lot)	Rachel O'Brien
DA-2017-25/C	Code	7A Stony Creek Road ETON	Anthony S Pullen	Change Application (Minor) - Changing Development Approval to 1 into 2 Boundary Realignment	Rachel O'Brien
DA-2017-58/C	Code	17 Holts Road BEACONSFIELD	Northern Australian Conference of The Seventh-Day	Change Application (Minor) Educational Establishment - Extensions (Stages 2 & 3)	Kadon Howell
DA-2022-231	Code	145 Victoria Street MACKAY	Odoof Australia Pty Ltd	MCU - Food & Drink Outlet (Extension to Existing Outlet)	Lachlan Deon
DA-2022-232	Code	Lot 29 Holts Road RICHMOND	AAA Building Consultants	Material Change of Use - Proposed Dwelling with Bushfire Hazard	Lachlan Deon
DA-2022-233	Low Risk	30 Ian Wood Drive DOLPHIN HEADS	AAA Building Consultants	Material Change of Use - Boundary Setback for Carport	Kadon Howell
DA-2022-234	Code	1 Matsen Street BAKERS CREEK	Schweitzer Investments Pty Ltd	Material Change of Use - Service Station, Food and Drink Outlet, Childcare Centre and Reconfiguring a Lot - 1 Lot into 3 Lots and Access Easements	Brogan Jones
DA-2022-235	Code	1 Elizabeth Street NORTH MACKAY	Lesley M Keegan	Reconfiguring a Lot - Development Permit for Boundary Realignment of 2 Lots	Rachel O'Brien
DA-2022-236	Code	4910 Mackay-Eungella Road FINCH HATTON	Danat Holdings Pty Ltd	Material Change of Use - Shed	Kadon Howell
DA-2022-237	Code	14 Commercial Avenue PAGET	WHF Group Pty Ltd	Material Change of Use - Medium impact industry (wash down facility)	Kate Large
DA-2022-239	Code	71 Elvins Road ETON	AAA Building Consultants	Material Change of Use - Proposed Dwelling within Bushfire Hazard Overlay	Lachlan Deon
DA-2022-241	Impact	191 Nebo Road WEST MACKAY	Bower Group	Combined Application - Reconfiguration of Lot - Boundary Realignment - 2 Lots into 2 Lots and Material Change of Use - Service Station	Darryl Bibay
DA-2022-242	Code	Lot 44 Bradshaws Road MOUNT MARTIN	Brady M Galletly and Brianna Galletly	Reconfiguring a Lot - Boundary Realignment - 2 into 2 lots and Access Easement	Kate Large
DA-2022-243	Code	120 Bee Creek Road EUNGELLA	Mary J Webb	Material Change of Use - Dwelling House	Rachel O'Brien
DA-2022-244	Code	130 Rocky Waterholes- Wollingford Road GREENMOUNT	AAA Building Consultants	Material Change of Use - Proposed Dwelling House and Secondary Dwelling (Bushfire Hazard and Extractive Resources & High Impact Activities Overlays)	Kadon Howell

App No	Code / Impact	Address	Applicant	Description	Officer
DA-2021-177	Code	23-25 Schmidtkes Road OORALEA	Ooralea Farming Pty Ltd	Reconfiguring a Lot - 1 Specialised Centre Lot into 21 Lots, 1 Drainage Lot and 1 Balance Lot	Brogan Jones
DA-2022-118	Code	277 Dunwold-Lumburra Road GARGETT	Zachery T Lyon and Rachael Lyon	Material Change of Use - Dwelling House (Extractive Resources and High Impact Industries Overlay)	Kate Large
DA-2022-184	Impact	40-42 Caterpillar Drive PAGET	Hastings Deering (Australia) Ltd	Material Change of Use - Warehouse, Low Impact Industry and Outdoor Sales	Lachlan Deon
DA-2022-193	Code	Lot 2 Glendaragh Road GLENELLA	Lc Quarry Materials Pty Ltd	Material Change of Use – Extractive Industry	Kate Large
DA-2022-195	Code	Lot 8 Mirani-Eton Road MIA MIA	Arthur C Grech	Reconfiguration of Lot - Boundary Realignment - 2 Rural Lots into 2 Lots	Darryl Bibay
DA-2022-197	Code	Lot 914 Jennifer Court BUCASIA	Seaview Place Pty Ltd	Reconfiguration of a Lot - 1 Lot into 4 Lots	Lachlan Deon
DA-2022-199	Code	33 Brisbane Street MACKAY	Chad's Dream Pty Ltd	Material Change of Use - Health Care Services & Short-Term Accommodation Units x 2	Lachlan Deon
DA-2022-200	Impact	49-51 Central Park Drive PAGET	NJB Holding Co Pty Ltd	Material Change of Use – Medium Impact Industry	Kate Large
DA-2022-201	Code	Lot 601 Diesel Drive PAGET	Hastings Deering (Australia) Limited	Material Change of Use - Warehouse (Outdoor Storage)	Lachlan Deon
DA-2022-213	Code	54A Phillip Street MOUNT PLEASANT	Guzman Y Gomez	Material Change of Use - Food and Drink Outlet	Lachlan Deon
DA-2022-221	Code	Lot 931 Dawson Boulevard RICHMOND	Richmond Hills Estate Pty Ltd	Reconfiguration of a Lot – 2 Lots into 21 Residential Lots, 1 Drainage Lot, 1 Balance Lot	Brogan Jones
DA-2022-223	Code	Lot 25 Mackay-Eungella Road GARGETT	John A Harvison	Reconfiguration of a Lot - 2 Lots into 3 Lots	Lachlan Deon
DA-2022-225	Code	419 Shakespeare Street WEST MACKAY	Conor J Smith	Material Change of Use - Multiple Dwellings (4 Units)	Kate Large
DA-2022-232	Code	Lot 29 Holts Road RICHMOND	AAA Building Consultants	Material Change of Use - Proposed Dwelling with Bushfire Hazard	Lachlan Deon
DA-2022-235	Code	1 Elizabeth Street NORTH MACKAY	Lesley M Keegan	Reconfiguring a Lot - Development Permit for Boundary Realignment of 2 Lots	Rachel O'Brien

Development Applications Entering Decision Making Period

Applications Finalised

App No.	Code / Impact	Address	Applicant	Description	Officer		
Relevant Period	Relevant Period Extended						
DA-2005-269/C	Impact	270-294 Shoal Point Road SHOAL POINT	Larelle M Cox and Geoffrey T Cox	Extension to Relevant Period - Combined Application for a Material Change of Use - 221 Multiple Dwelling Units, Caretakers Residence & Commercial Premises in Sub Precincts 1,2,4 & 6 AND Material Change of Use for 78 Multiple Dwelling Units in Sub Precincts 3 & 5 & a Reconfiguration of 1 Lot into 17 Lots	Darryl Bibay		
DA-2005-270/C	Impact	270-294 Shoal Point Road SHOAL POINT		Extension to Relevant Period - Combined Application for a Material Change of Use Development Permit in Sub-Precincts A & B for Urban Residential Dwelling Houses Use AND a Material Change of Use Preliminary Approval for 40 Multiple Dwelling Units in Sub-Precincts C, D & E & a Reconfiguration of 2 Lots to create 15 Community Title lots & 34 Lots for the Lakeside Precinct of "Ocean Isles on Shoal Point"	Darryl Bibay		
Application With	Application Withdrawn						
DA-2006-145/C	Code	181 Kellys Road GREENMOUNT	CLA CONSULTANTS	Change Application (Minor) - Reconfiguring a Lot - 2 Lots into 10 Lots	Brogan Jones		

Approved					
DA-2007-553/F	Code	Lot 4 Mackay-Bucasia Road RICHMOND	Home Consortium Property Pty Ltd	Generally In Accordance - Homemaker Centre	Rachel O'Brien
Approved Subje	ect to Condi	itions			
DA-2008-316/D	Code	33 River Street MACKAY	33 River Street Pty Ltd	Extension of Currency Period (4 Years) Material Change of Use - Commercial Premises (8 Storeys) and Catering Shop	Rachel O'Brien
DA-2018-86	Code	22 Dutton Street WALKERSTON	The Clifford Group Trust	Service Station, Catering Shop, Shop, Commercial Premises & Access Easement (Superseded Planning Scheme)	Brogan Jones
DA-2020-150	Code	Lot 4 Melba Street ARMSTRONG BEACH	Robert Dunn and Albin R Woolcock	4 Lots into 67 Village Residential Lots	Rachel O'Brien
DA-2021-159/A	Code	66 Broad Street SARINA	Pearl Investments (Aust) Pty Ltd	Change Application (Minor) - Change to Condition 1 - Minor Increase of GFA	Kadon Howell
DA-2021-229	Impact	Lot 51 Bruce Highway SARINA	Yukon Projects Pty Ltd	Service Station and Reconfiguration of a Lot - Boundary Realignment 2 Lots into 2 Lots	Kate Large
DA-2022-105	Code	69 Broad Street SARINA	Mackay Regional Council	Material Change of Use - Community Care Centre (Sarina Youth Centre)	Lachlan Deon
DA-2022-130	Code	Lot 23 Christensens Road BALBERRA	Two Dots Pty Ltd	Reconfiguration of Lot - 5 Rural Lots into 4 Lots	Brogan Jones
DA-2022-156	Code	11-27 Archibald Street PAGET	Salvatore M and Angelo A Sorbello	Reconfiguration of a Lot - 2 Industrial Lots into 19 Lots	Lachlan Deon
DA-2022-161	Code	18 Byron Street MACKAY	Kangmin Lu	Material Change of Use - Multiple Dwellings (3 Units)	Kate Large
DA-2022-170	Code	26 Argents Drive BALNAGOWAN	AAA Planning & Consultancy	Material Change of Use - Proposed Dwelling within Bushfire Hazard and Extractive Resources Overlay	Lachlan Deon
DA-2022-172	Code	133 Garrett Road SARINA	Wayne Thomson	Material Change of use - Dwelling House	Kate Large
DA-2022-177	Impact	279 Diggings Road EUNGELLA	Matthew P Flohr	Material Change of Use - Food and Drink Outlet and Farm Based Tourism	Lachlan Deon
DA-2022-178	Code	29 Macalister Street MACKAY	Jen Nash Investments Pty Ltd	Material Change of Use - Showroom	Lachlan Deon
DA-2022-196	Code	15-17 Production Drive PAGET	Prochain Pty Ltd	Material Change of Use – Medium Impact Industry	Kate Large
DA-2022-198	Code	385 Langdon-Lumburra Road GARGETT	Peter J and Andrea Renton	Material Change of Use Dwelling House and Outbuildings x2 (Bushfire Hazard Overlay)	Kate Large
DA-2022-203	Code	Lot 2 Kuttabul Mount Jukes Road KUTTABUL	Titan Homes Queensland Pty Ltd	Material Change of Use - Dwelling House	Lachlan Deon
DA-2022-204	Code	1 Goldston Street NORTH MACKAY	Ashok Kumar	Reconfiguring a Lot - 1 Residential Lot into 2 Lots	Lachlan Deon
DA-2022-208	Code	Lot 7 Southgate Drive PAGET	Caesar C & Petrus C Van Lint and Steven R Battaia	Material Change of Use - Medium Impact Industry	Kate Large
DA-2022-211	Code	13 Transport Avenue PAGET	Better Built Sheds Mackay Pty Ltd	Material Change of Use - Low Impact Industry & Hardware and Trade Supplies	Kate Large
DA-2022-212	Code	31 Mick Ready Road GRASSTREE BEACH	Mitchell R Polson and Melissa A Jacobs	Reconfiguring a Lot - Development Permit for a Boundary Realignment of 2 lots	Kadon Howell
DA-2022-214	Code	40 Poinciana Avenue SEAFORTH	Cheshire Homes	Material Change of Use - Development Permit for Dwelling House in the Storm Tide Inundation Area	Rachel O'Brien
DA-2022-218	Code	178 Moonlight Drive SARINA	AAA Building Consultants	Material Change of Use - Dwelling House (Outbuilding)	Kadon Howell
DA-2022-219	Code	128 Tweedies Road HAMPDEN	AAA Building Consultants	Material Change of Use - Proposed Dwelling (Bushfire Hazard Overlay)	Lachlan Deon
DA-2022-220	Code	50 Ian Wood Drive DOLPHIN HEADS	AAA Building Consultants	Material Change of Use - Dwelling House - Setback for Domestic Outbuilding	Kadon Howell
DA-2022-95	Code	62 Smalleys Beach Road CAPE HILLSBOROUGH	Dylan T and Benita J Vallance	Material Change of Use - Nature Based Tourism	Kate Large
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Confirmed on Wednesday 8 February 2023.

MAYOR